# Observational Data Plan Template

**NOTE**

Complete documentation, including descriptions of all observational data collection elements will be required by recipients for consideration and approval by the Council prior to plan implementation and award of funds. Where applicable, metric units are required (e.g., horizontal, geospatial, measurements, etc.) except when dealing with vertical datums (i.e., ft. NAVD88). For information that is not known at this time, please indicate that it is TBD and include a timeframe and plan for providing updated information. Recipients must deliver updated DMPs to the Council at least annually until all “N/A” or “TBD” values are provided.

## Project Information

Project name:

[fill in, please making sure to match the name provided in the application]

Agency:

[fill in]

Project phase (planning/implementation):

[fill in]

Project phase(s) to which this ODP pertains:

[fill in, selecting from planning, implementation, and/or post-implementation]

Project ODP point(s) of contact:

[fill in, including name, phone, and email]

Expected observational data collection start and end dates:

[fill in]

Short description of the project location:

[fill in, using a short description]

Short description of the overall project construction features:

[fill in, if applicable]

Overall project goals and objectives:

[fill in]

Specific goals and objectives:

[fill in]

## Identification of Metrics, Associated Measures, and Success Criteria for Each

Metrics to be reported:

1. [fill in a numbered list of Metrics]

Success criteria for Metric 1 ([fill in Metric name]):

[fill in]

*Measure I: [Fill in measure name]*

*[Measures are the data collected to support metrics. Statistical analyses of the supporting measures enable reporting on a metric in the grant management system. Metrics may require multiple measures to enable reporting or may necessitate only one measure for reporting. Measures should be numbered continuously across metrics so that no two share the name number.]*

*Success criteria:*

1. [fill in, listing when there are multiple criteria]

[continue for all measures]

[continue for all metrics]

## Identification and Discussion of the Reference Sites/Conditions

Reference conditions for Metric 1 ([fill in Metric name]):

*Measure I. [fill in measure name]*

[fill in]

[continue for all measures]

[continue for all metrics]

## Baseline Condition Sampling/Data Mining Plans

[brief summary of approach]

Baseline plan for Metric 1 ([fill in Metric name]):

[brief summary if needed]

*Measure I. [fill in measure name]*

[detailed plan]

[continue for all measures]

[continue for all metrics]

## Potential Corrective Actions

Corrective actions for Metric 1 ([fill in Metric name]):

*Measure I. [fill in measure name]*

[fill in]

[continue for all measures]

[continue for all metrics]

## Observational Data Collection

Plan for Metric 1 ([fill in Metric name]):

*Measure I. [fill in measure name]*

Purpose:

[fill in]

Methods:

[fill in]

Schedule/Timing and Frequency:

[fill in]

Sample Size:

[fill in]

Site Locations:

[fill in]

Quality Assurance and Quality Control:

[fill in]

[continue for all measures]

[continue for all metrics]

## Anticipated Statistical Analysis

Analysis for Metric 1 ([fill in Metric name]):

*Measure I. [fill in measure name]*

[fill in]

[continue for all measures]

[continue for all metrics]

## Unforeseen Event Contingency

Contingency plans for Metric 1 ([fill in Metric name]):

*Measure I. [fill in measure name]*

[fill in]

[continue for all measures]

[continue for all metrics]

## Consistency with Local or Regional Planning/Monitoring Efforts

[fill in]

## Observational Data Collection and Reporting Budget

Estimated total budget for observational data collection:

$[fill in dollar amount]

*Metric 1: [fill in Metric name]*

Measure I. [fill in measure name]

* [fill in list of activities] ­ $[fill in dollar amount for each]

[continue for all measures]

[continue for all metrics]

Estimated total budget for observational data reporting:

$[fill in dollar amount] ([fill in description/breakdown])

Estimated budget for contingency monitoring:

$[fill in dollar amount]

*Metric: [fill in Metric name]*

Measure I. [fill in measure name]

* [fill in list of activities] ­ $[fill in dollar amount for each]

[continue for all measures]

[continue for all metrics]

Location of observational data costs in Overall Project Budget, Budget Narrative or Milestones:

*Observational data collection costs:*

[fill in]

*Observational data reporting costs:*

[fill in]

*Contingency monitoring:*

[fill in]

## Data Review and Reporting

[fill in]

## Literature Cited

[fill in]