

11/10/05

**PLAN OF WORK
COASTAL GEORGIA RC&D COUNCIL, INC.**

**FISCAL YEAR 2006
(10/1/05-9/30/06)**

(As amended and adopted at Council Meeting of 11/10/05)

All programs and assistance of this RC&D Council are available without regard to race, color, national origin, age, sex, religion, marital status, or disability.

OBJECTIVE 1: REDUCE SOIL EROSION AND WATER QUALITY IMPAIRMENT.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL A: Initiate Erosion and Sediment Control (ESC) Certification Program.

1. Develop plan for using remaining GCMP ESC specialist funds and get GCMP approval.	10/5	Hawthorne, Waller, White, Bennett, Joyner	
2. Organize and deliver one 1B ESC Certification Class at no cost to all Local Government ESC personnel in GCMP Counties.	12/05	Ogden	
3. Purchase 1A & 1B ESC Certification Instruction manuals.	12/05	Ogden	
4. Organize and deliver two 1A Certification Tests at no cost for the 200 private sector ESC personnel previously attending Coastal SWCD's NPDES Training.	11/05	Ogden, Bell, Welch	
5. Organize and deliver one 2-hour training course for private ESC personnel on new ESC Checklist.	12/05	Ogden, Bell, Welch	
6. Organize 4 days of engineering training for SWCD ESC Plan Reviewers.	12/05	White, Ogden, Bell, Welch	
7. Prepare final grant report to GCMP.	By 12/15/05	White, Ogden, Hawthorne	
8. Include all workshop info on Council website	12/05	Burriss, Seimitsu	

OBJECTIVE 1: REDUCE SOIL EROSION AND WATER QUALITY IMPAIRMENT.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL A1: Expand Erosion and Sediment Control (ESC) Certification Program to include fee-based workshops for private sector ESC personnel.

1. Organize and deliver two 1A ESC Certification Classes for fee to all private ESC personnel in partnership with Ogeechee River and Satilla River SWCDs. (No grant funds used. Proceeds divided between Council and SWCDs).	4/05	Ogden, Waller, Hawthorne, Coordinator	
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OBJECTIVE 1: REDUCE SOIL EROSION AND WATER QUALITY IMPAIRMENT.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL B: Assist Soil and Water Conservation Districts in their conservation education programs.

1. Write Coastal Incentive Grant application to fund '06 Coastal SWCD Conservation Education Program.	1/06	White, Hawthorne, Joyner	
2. Write Coastal Incentive Grant application to fund '06 Satilla SWCD Conservation Education Program.	1/06	White, Jones, Alexander, Joyner	
3. Administer GCMP grants. Review grant contracts, prepare billings and reports, & keep financial records.	10/06	Williams, Keene, Joyner, Coordinator, Jones, Griffin	

OBJECTIVE 1: REDUCE SOIL EROSION AND WATER QUALITY IMPAIRMENT.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL C: Implement 319 Clean Water Program for Bull and Cedar Creek.

1. Review and finalize grant work plan and contract.	4/06	Coordinator	
2. Contact farmers and Claxton Poultry and inform them of this additional cost-share opportunity	6/06-9/06	Coordinator, Thrift, Harris, Torrance, Dollar	
3. Plan BMPs, develop conservation plans.	9/06	Thrift, Harris, participating farmers.	
4. Certify BMP installation and request payments to farmers	9/06	Thrift, Harris	
5. Review payment documents and request payment from EPD.	9/06	Coordinator	
6. Make payments to farmers	7/06	Coordinator, Burriss	
7. Prepare semiannual report for EPD	8/06	Coordinator	

OBJECTIVE 1: REDUCE SOIL EROSION AND WATER QUALITY IMPAIRMENT.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL D: Apply for additional 319 Clean Water Program grant for eligible stream in Coastal Georgia RC&D Area with TMDL Plan in place and significant agricultural acreage.

1. Review EPD lists of impaired streams, causes, and agricultural acreage.	5/06	Hawthorne, Coordinator	
2. Review TMDL Plans and select watershed which can compete well in the grant process.	6/06	Hawthorne, Coordinator	
3. Have teleconference with EPD to get grant guidance on selection and project design.	7/06	Hawthorne, Coordinator	
4. If 1-3 go favorably, write grant application using latest Bull-Cedar 319 application as template	7/06	Coordinator	

OBJECTIVE 1: REDUCE SOIL EROSION AND WATER QUALITY IMPAIRMENT.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL E: Complete Year 3 of Nutrient Management Program.

1. Complete Nutrient management plans.	10/06	Hawthorne	
2. If available, distribute Extension small animal operation guide to producers located in 26-county survey area.	10/06	Hawthorne	
3. Plan and carry out workshops in conjunction with poultry companies.	10/06	Hawthorne	
4. Complete annual GCMP grant report.	10/06	Hawthorne, Coordinator	

OBJECTIVE 1: REDUCE SOIL EROSION AND WATER QUALITY IMPAIRMENT.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL F: Continue Backyard Habitat Program in Coastal Georgia to encourage homeowners and schools to install buffers of native trees and shrubs between yards and water bodies.

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| 1. Restart program after New Coordinator begins work if SWCD and GCMP wish to proceed. | 3/06 | Coordinator, Butler, Huntington | |
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OBJECTIVE 1: REDUCE SOIL EROSION AND WATER QUALITY IMPAIRMENT.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL G: Manage conservation tillage program.

1. Hold no-till field demonstrations	10/06	Waller, Coordinator, Joyner	
2. Publish copies of existing no-till brochures and distribute.	Continuous	Burriss	
3. Inspect equipment annually.	10/06	Hawthorne, Zipperer, Joyner	
4. Keep financial records.	Continuous	Burriss	

OBJECTIVE 2: IMPROVE COMMUNITY FACILITIES.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL A: Plant trees at local parks, schools and other public sites.

1. Coordinate transfer of NTT trees originally ordered for Tattnall Rec. Area and temporarily stored at GFC Station in Reidsville to other jurisdictions for planting.	12/05	White, Holcomb	
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OBJECTIVE 2: IMPROVE COMMUNITY FACILITIES.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL B: Continue 3-year Coastal Green Subdivision Program to encourage voluntary installation of environmentally friendly features in new residential and commercial developments.			
1. Route draft criteria for comments and incorporate comments.	12/05	Welch	
2. Hold Workshops to introduce Green Subdivision Program.	7/06	Welch	
3. Report project progress to Coastal SWCD and RC&D Council.	Quarterly	Welch	
4. Complete semiannual and annual grant report. for GCMP.	10/06	Welch, Hawthorne, Coordinator	

OBJECTIVE 2: IMPROVE COMMUNITY FACILITIES.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL C: Continue Statewide Better Back Roads Program in Coastal Georgia RC&D Area.			
1. Organize unpaved roads seminar using fly ash and ground asphalt applied to Hendrix Road in Bryan County as demonstration area.	5/06	Coordinator, Newman, Joyner	
2. Route draft statewide unpaved roads manual for comment and transmit comments to Two Rivers RC&D Council technical writer.	6/06	Coordinator	
3. Complete final reports as requested.	9/06	Coordinator	
4. Deliver 2 copies of final manual to each County Roads Dept.	9/06	Coordinator, Burriss	
5. Assist Two Rivers and Pine Country RC&D with implementation of Better Back Roads Program if 319 Project as requested.	9/06	Coordinator, County Public Works Directors, Councils	

OBJECTIVE 3: IMPROVE LOCAL VOLUNTEER FIRE DEPARTMENTS' FIREFIGHTING CAPABILITY. INCREASE RESIDENTS' DISPOSABLE INCOME BY LOWERING FIRE INSURANCE RATES.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL A: Assist local counties to install additional hydrants to improve ISO Ratings on first come first served basis as funds allow.

1. Survey, design hydrants	10/06	Starling	
2. Install stored hydrants on first come, first served basis.	10/06	Fire Departments, Counties Hawthorne	
3. If demand for hydrants continues, seek additional funds.	10/06	Coordinator, Burriss	

**OBJECTIVE 3: IMPROVE LOCAL VOLUNTEER FIRE DEPARTMENTS' FIREFIGHTING CAPABILITY.
INCREASE RESIDENTS' DISPOSABLE INCOME BY LOWERING FIRE INSURANCE RATES.**

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL B: Complete ISO Reduction Projects in Coastal Georgia RC&D Area.

1. Carry out publicity campaign to make public aware of ISO reductions achieved to date by Council projects in Bryan and Liberty Counties.	1/06	Coordinator, Starling, Burriss	
2. Continue to assist stations not yet completing ISO work in Tattnall (Glennville), Liberty (Midway, Riceboro, and Gum Branch), McIntosh, North Bryan, and Wayne Counties	10/06	Starling	
3. Provide onsite assistance to a McIntosh County station (Shellman's Bluff?) to serve as model for rest of County.	2/06	Starling, Hawthorne, Coordinator	

OBJECTIVE 3: IMPROVE LOCAL VOLUNTEER FIRE DEPARTMENTS' FIREFIGHTING CAPABILITY.
 INCREASE RESIDENTS' DISPOSABLE INCOME BY LOWERING FIRE INSURANCE RATES.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL D: Assist Local Fire Departments with FEMA Assistance to Firefighter grant applications.

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| 1. Offer assistance to McIntosh County Fire Departments to help maximize their ISO ratings | 2/06 | Coordinator, Hawthorne, Horn | |
| 2. Offer assistance and assist other fire departments in region as requested and staff time allows. | 6/06 | Coordinator, Burriss, Fire Chiefs | |

OBJECTIVE 4: SUPPORT LOCAL TOURISM DEVELOPMENT EFFORTS.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL A: Assist Wiregrass Trail Association in efforts to promote and develop tourist activities along the Wiregrass Trail (Route 57).

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| 1. Assist with additional grant applications to fund Wiregrass improvements as requested. | 10/06 | Cheney, Coordinator | |
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OBJECTIVE 4: SUPPORT LOCAL TOURISM DEVELOPMENT EFFORTS.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL B: Assist Altamaha River Partnership (ARP) in efforts to promote and develop the Altamaha River as a tourist corridor.

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| 1. Assist 7 Rivers RC&D with calendar, event enhancement completion using GCMP grant. | 12/05 | White, Jones | |
| 2. Assist 7 Rivers RC&D with GCMP grant final report | 12/05 | White, Jones | |
| 3. Assist with planning and organizational efforts. | 10/06 | Cheney, Coordinator, Jones | |
| 4. Assist with grant applications to fund marketing efforts and landing improvements as requested. | 10/06 | Cheney, Coordinator, Jones | |

OBJECTIVE 4: SUPPORT LOCAL TOURISM DEVELOPMENT EFFORTS.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL C: Help lead Coastal Georgia Greenway planning, acquisition, and construction efforts.

1. Coordinate Greenway planning, grant writing. & grant administration.	10/06	J. Hickson	
2. Produce plans for county projects.	10/06	J. Hickson	
3. Work with Counties on TEA Grants and match.	10/06	J. Hickson	

OBJECTIVE 4: SUPPORT LOCAL TOURISM DEVELOPMENT EFFORTS.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL E: Assist Woodpecker Trail Association in efforts to promote and develop tourist activities along the Trail.

1. Assist with planning and grant applications as requested.	10/06	Cheney, Coordinator	
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OBJECTIVE 5: SUPPORT DEVELOPMENT OF ENVIRONMENTAL EDUCATION FACILITIES.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL A: Assist with development of Cay Creek Wetland Interpretive Center.

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| 1. Provide design assistance and oversee bidding and construction for \$25,000 GCMP grant to make all improvements to date handicapped accessible. | 9/06 | Hickson | |
| 2. Assist GCMP with environmental assessments required by NOAA as needed. | 9/06 | Coordinator | |
| 3. Assist City of Midway staff with grant administration as needed. | 9/06 | Coordinator | |

OBJECTIVE 5: SUPPORT DEVELOPMENT OF ENVIRONMENTAL EDUCATION FACILITIES.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL B: Assist with completion of outdoor classroom at Woodbine Elementary School.

1. Install improvements with SWCD Coastal Management Administrative Grant.	3/06	Gowen, Coordinator, Blackaby, Alexander, Holcomb	
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OBJECTIVE 6: PROVIDE RURAL WELFARE RECIPIENTS WITH TRANSPORTATION TO ENABLE THEM TO GO TO WORK.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL A: Manage Wheels to Work Program.

1. Monitor clients monthly - payments & insurance.	monthly	Burriss	
2. Post payments, make deposits, keep accurate records on clients.	continuous	Burriss	
3. Schedule repossessions as needed.	9/06	Burriss/Hamilton	
5. Follow up on insurance cancellations, bankruptcies, accidents, insurance payouts.	9/06	Burriss/Hamilton	
6. Develop and manage budget.	9/06	Burriss	

OBJECTIVE 7: IMPROVE LOCAL JURISDICTIONS' HAZARD MITIGATION AND EMERGENCY RESPONSE CAPABILITIES.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL A: Finalize 2004 Hazard Mitigation Plans for counties with planning grants which have contracted with the Coastal Georgia RC&D Hazard Mitigation Planning Team.

1. Print and distribute completed plans to GEMA, FEMA and local jurisdictions.	3/06	Burriss K. Flournoy/Karrah	
2. Bill counties for final payment, Team Members and submit reimbursement for counties to GEMA.	At completion of each project milestone	Burriss	

OBJECTIVE 7: IMPROVE LOCAL JURISDICTIONS' HAZARD MITIGATION AND EMERGENCY RESPONSE CAPABILITIES.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
GOAL B: Complete 2005 Hazard Mitigation Plans for Long & Tattnall counties which contracted with the Coastal Georgia RC&D Council.			
1. Waiting on FEMA comments.	1/06		
2. Incorporate FEMA comments.	3/06	Karrh, K. Flournoy	
3. Print, distribute and submit completed plans to GEMA, FEMA and local jurisdictions.	4/06	Burriss, Karrh, K. Flournoy	
4. Bill counties, pay Team Members and submit reimbursement for counties to GEMA for final payment.	At completion	Burriss	
5. Prepare, submit quarterly reports to GEMA and local jurisdiction.	Quarterly	Burriss	
6. Prepare & submit final report to GEMA and counties.	5/06	Burriss	

OBJECTIVE 7: IMPROVE LOCAL JURISDICTIONS' HAZARD MITIGATION AND EMERGENCY RESPONSE CAPABILITIES.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
-----GOAL			
GOAL C: Assist counties with grantwriting to implement county Hazard Mitigation Plans, and with new grant funding from Office of Homeland Defense/GEMA/FEMA.			
1. Make Council aware of funding opportunities and seek Council approval for specific projects.	10/06	Burriss	
2. Write FEMA Hazard Mitigation & other grant applications to fund projects approved by Council.	10/06	Burriss, Coordinator, Contractors & Local Emergency Management staff.	

OBJECTIVE 7: IMPROVE LOCAL JURISDICTIONS' HAZARD MITIGATION AND EMERGENCY RESPONSE CAPABILITIES.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL E: Continue to work with Long and McIntosh Counties to implement Regional Enhanced 911 System Project using previously approved \$400,000 OneGeorgia grant.

1. Assist Counties with grant contract amendment and implementation of project as needed.	10/06	White, Coordinator, County Comms., Contractor	
2. Assist Long County with OneGeorgia grant administration as requested.	10/06	Burriss, Long Co., Odom, Ballance	

OBJECTIVE 8: IMPROVE COMMUNITY FOREST MANAGEMENT.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
GOAL A: Continue community forestry program to improve local community forest management.			
1. Sign contract with Arborist.	10/05	White, Holcomb	
2. Assist Glynn County Tree Board with: A. Tree assessments and estimated removal and pruning costs for all remaining Glynn County Parks. B. Landscape Master Plan for Selden Park. C. Tree assessments on mainland county arterials.	8/06	Holcomb	
3. Design gateways for Liberty County Gateways at US 17 and I-95.	8/06	Holcomb	
4. Assist City of Woodbine with: A. Tree Care Workshop for City employees. B. Landscape plan for City's Riverwalk. C. Tree inventory followup. D. Tree and forest management plans.	8/06	Holcomb	
5. Assist City of Kingsland with: A. Tree inventory of Downtown Historic District. B. Identification of hazard trees in city cemeteries. C. Continued design of city gateways on Highway 40 and I-95.	8/06	Holcomb	
6. Assist City of St. Marys with: A. Assessment of hurricane damage to trees in Historic Cemetary. B. Tree inventory of Downtown Historic District. C. Tree Care Workshop for City employees. D. City tree management and planting plan. E. Assistance with Tree City USA application	8/06	Holcomb	
7. Assist City of Richmond Hill with tree Survey and preservation plan for Boles Park.	8/06	Holcomb	
8. Assist South Bryan Tree Foundation with tree selection and supervision of volunteer tree plantings.	8/06	Holcomb	

OBJECTIVE 8: IMPROVE COMMUNITY FOREST MANAGEMENT.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
GOAL A: Continue community forestry program to improve local community forest management. (Continued)			
9. Conduct outreach effort to offer arborist services to local governments on circuit rider basis.	8/06	Holcomb	
10. Develop and implement a Tree Friendly Builder/Developer Certification program.	8/06	Holcomb	
11. Notify Tree Friendly Builder Award Winners and present awards	11/05	White, Welch, Holcomb	
12. Revise Tree Friendly Builder criteria and develop application form.	12/05	White, TF Committee	
13. Seek Tree Friendly Builder award nominations and make presentations on retaining trees on construction sites at builder assn. meetings.	5/06	Holcomb	
14. Send Tree Friendly Builder awards press releases to newspapers.	2/06	Coordinator	
15. Review nominations, select 2006 Tree Friendly Builder award winners.	6/06	Tree Friendly Builder Committee	
16. Develop list of potential FY '07 Projects.	4/06	Holcomb	
17. If Council approves list of FY '07 Projects write Urban and Community Forestry grant application to seek funds for them.	4/06	Coordinator, Holcomb	
18. Complete quarterly reports.	11/05, 2/06, 5/06	White, Coordinator, Holcomb	
19. Complete final report.	8/06	Coordinator, Holcomb	

OBJECTIVE 9: CONSERVE WATER

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL A: Restart Artesian Well Flow Controls Project if additional funding obtained.

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| 1. Communicate project results to Congressman Kingston's Office. | 11/05 | Waller, White | |
| 2. Contact Savannah Presbytery and GA Soil and Water Conservation Commission regarding possible followup funding. | 11/05 | Waller, White | |
| 3. Submit additional grant applications if funding sources above are willing to fund. | 12/05 or 9/06 | White or Coordinator | |

OBJECTIVE 10: ASSIST WITH STATEWIDE CO-OP DEVELOPMENT CENTER

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL A: Incorporate Statewide Co-op Development Center into Council Activities.

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| 1. Attend Quarterly Meetings and decide on groups to receive assistance. | 9/06 | Council Reps | |
| 2. Offer Co-Op Center assistance to groups in Coastal Georgia Area and assist with applications | 9/06 | Coordinator, Council Reps | |

OBJECTIVE 11: INCREASE COUNCIL INCOME AND HELP COUNCIL BE MORE SELF-SUSTAINING.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
GOAL A: Manage RC&D Office Building.			
1. Collect rent, common area maintenance, and utilities payments.	Monthly	Burriss	
2. Make building loan payments.	Monthly	Burriss	
3. Supervise building maintenance, repairs	Continuous	White, Burriss, Hawthorne, Coordinator	
4. Purchase cleaning supplies, paper products.	As needed.	Burriss	
5. Contact Bickley and Company to renew lease.	11/05	White	

OBJECTIVE 12: PROVIDE EFFECTIVE MANAGEMENT OF COASTAL GEORGIA RC&D PROGRAM.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
GOAL A: Manage Council finances.			
1. Complete 2005 audit.	12/05	Mongin, Burriss	
2. File 990 with IRS	11/05	Mongin, Burriss	
3. Develop annual budgets.	11/05, 7/06	Board, White, Burriss, Coordinator	

OBJECTIVE 12: PROVIDE EFFECTIVE MANAGEMENT OF COASTAL GEORGIA RC&D PROGRAM.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL B: Help host National Association of RC&D Councils Convention in Savannah, June, 2006.

1. Assist with planning as requested.	6/06	Waller, Coordinator, Burriss	
2. Develop list of Council volunteers as requested by Georgia Council	12/05	Waller, White, Burriss	

OBJECTIVE 12: PROVIDE EFFECTIVE MANAGEMENT OF COASTAL GEORGIA RC&D PROGRAM.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
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GOAL C: Network with other RC&Ds in the state, region, and nation to stay abreast of current issues and share project and management ideas.

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| 1. Attend Georgia RC&D Council Meetings. | 1/06, 6/06 | Waller, Coordinator | |
| 2. Attend National RC&D Board Meetings. | 10/06 | Waller | |

OBJECTIVE 12: PROVIDE EFFECTIVE MANAGEMENT OF COASTAL GEORGIA RC&D PROGRAM.

ACTION ITEM	EST. COMP DATE	RESPONSIBLE COUNCIL MEMBER	PROGRESS
GOAL D: Provide information on the Coastal Georgia RC&D Program to customers. Provide outreach to potential new customers.			
1. Write, lay out and mail 1 newsletter.	1/06	White, Burriss	
2. Prepare and distribute press releases to local newspapers on project accomplishments, workshops scheduled, grants obtained, and RC&D equipment rentals.	Continuous	Coordinator, Burriss	
3. Hold orientation sessions for new members.	Continuous	Coordinator	
4. Hold quarterly Council meetings.	11/05,1/06,4/06,7/06	Council	
5. Update RCD Database.	10/05, 4/06	Coordinator, Burriss	
6. Order materials and staff booth at Coast Fest.	10/05	Hawthorne, Joyner, Alexander, Coordinator	
7. Continue distribution of “This Project Made Possible with Assistance From Coastal Georgia RC&D Council” signs.	10/06	Coordinator, Council Members	
8. Update RCD Website.	2/06, 9/06	Coordinator, Burriss	
9. Organize awards presentations and program for joint Christmas Party with Coastal SWCD.	12/05	Waller, Coordinator, Burriss, Hawthorne, Joyner	
10. Attend Coastal Advisory Committee Meetings and participate in their setting of funding priorities for Coastal Incentive Grants.	Quarterly	Coordinator, Waller	