

PIMPAC WORK PLAN - 2006

Activity	Explanation	Date	Responsibility	Status
<b>PIMPAC COORDINATION AND COMMUNICATION</b>				
1. Development of PIMPAC Summary and First Year Activities	A summary will be developed to explain the focus of PIMPAC and activities for the first year. This document will be based on all input received from the PIMPAC assessment, the initial planning meeting in Guam, and follow up consultations with PIMPAC participants	March 31	Coordinator	Complete. Circulated to the PIMPAC participants and Steering Committee. Comments Received and responded to.
2. Respond to Comments on PIMPAC Summary	After comments on the summary have been received from the PIMPAC participants, a thorough response will be prepared to ensure that the recommendations of all PIMPAC participants have been considered and incorporated into the design of PIMPAC activities for 2006	April 10	Coordinator	Complete - Response to comments on PIMPAC Summary send out to PIMPAC Participants
3. Revise PIMPAC Summary and Develop Year one work plan	Using comments from all members, revisions will be made to the summary document and an annual work plan will be drafted for Steering Committee approval.	April 21	Coordinator	
4. Develop Detailed TOR for Steering Committee	A detailed TOR will be developed to help new and current Steering Committee (SC) members to understand their roles, responsibilities, and time commitments. This is particularly important as decisions are being made in jurisdictions as to new SC members	June 1, 06	Coordinators/Resource Group - To be approved by existing SC members	
5. Identify Additional	Countries that currently do not have a SC	August 1, 06	Country PIMPAC	

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Steering Committee Members	member, PIMPAC participants from that country will choose a SC member. The PIMPAC participants should be sure that the proposed SC member can meet the TOR that will be provided well in advance.		Participant	
6. Hold Semi-Annual Steering Committee Meetings	It will be very helpful to PIMPAC if the SC can speak all together about twice a year (on a call, if not physically). PIMPAC will develop a solid work plan each year to be approved by the SC. It is our hope that during the rest of the year, the SC will provide guidance and insight but that no major decision making will be required.	SC - Phone Call - June 06 (exact date and time to be determined)  Next meeting/call in November 06		
7. Develop Communications Plan	Communication was highlighted as an area for improvement in comments on the PIMPAC Summary. As a result, a clear Communications Plan will be developed that includes regular communications mechanisms for both internal and external communication.	May 31	Coordinators/ Resource Group. To be approved by SC.	
8. Website/Data Base Development	Within year one of PIMPAC implementation, a website will be developed to house PIMPAC information identified at the Guam workshop. At a minimum, this website will house PIMPAC members' contact information, PIMPAC reports, training plans, work plans, and other resource information relevant to regional MPA management	June 30	MPA Center	

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9. PIMPAC Newsletter	PIMPAC participants have also identified the need to have a hard copy newsletter to promote sharing of information about PIMPAC. We will produce a simple newsletter once every six months to update the community on PIMPACs progress	Sep 06 March 07		
10. PIMPAC 2007 Workplan Drafted	This workplan will be developed at the end of 06 based on additional needs as expressed by SC members, PIMPAC participants, and as recommended by the Country Capacity Assessments that will be carried out in September/Oct 2006 (see below). A process for development of the year 2 work plan will be developed in year one and shared with the community at the first regional training.	Sep 06 - work plan development process drafted for comment  Nov/ Dec 06 – workplan development	Coordinators/ PIMPAC members/ Resource Group	
<b>PIMPAC SERVICES</b>				
<b>TRAINING</b>				
1. Development of a training module on MPA management planning	After thorough assessment and consultation on the priority training needs in the region PIMPAC has elected to start with a comprehensive and easily replicable training on developing effective Management Plans. Representatives from various resource agencies that have current models for this type of training (e.g., LMMA, TNC, NOAA, CCN, Conservation Society of Pohnpei (CSP) will come together in YAP in May of 2006 to initiate the development of the training module. An MPA management	July 15	Coordinators/ Resource Group/ Workshop Planning Team	

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	<p>planning training module will be developed and a training workshop will be planned. Academic curricula will also be developed around this training module to be shared with regional academic institutions (described below).</p>			
<p>2. Development of Characteristics of an Effective MPA</p>	<p>To help in training on Management Planning it is first important to review the characteristics of an effective MPA. Based on experience and review of literature on this subject, a summary of the Characteristics of an Effective MPA will be developed.</p>	<p>May 15</p>	<p>Coordinators/Resource Group</p>	
<p>3. Field Test MPA Training Module as Part of Development</p>	<p>As part of the Training Module Development, there will be an opportunity to field test parts of it with a community from Ngulu in Yap. This community is interested in developing a management program. Because of timing this piloting will be undertaken before the entire PIMPAC community will have been able to review the module. As a result, lessons learned from this pilot exercise and comments from PIMPAC participants will be used to refine this plan</p>	<p>May 15</p>	<p>Yap Community Action Program, PIMPAC Resource Group members</p>	
<p>4. The MPA management Planning Training</p>	<p>This training will provide a comprehensive overview of how to create a simple but effective management plan. Two MPA managers from each island will be requested to attend the workshop. The goal of the workshop is that those in attendance can return to their home and either carry out a management planning process and/or train</p>	<p>Sep 30 2006</p>	<p>Coordinators, Steering Committee, Resource Group,</p>	

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	others in how to carry out a management plan process. Detailed follow up management planning training will be provided by PIMPAC to help in this process. (see below).			
5. Follow Up Management Planning Training In Country	PIMPAC will send an expert trainer from the resource group to each jurisdiction to follow up with and help carry out management planning training for a larger group of local islanders where applicable. These island-specific trainings will be more focused on a particular island or MPA site planning needs. It is intended that the island trainers will retain the skills learned from the training workshop and become the on-island experts to continue to assist with future trainings and planning processes.	Sep 30 06 - ongoing to March 07 or beyond as needed	Decision on who to assist each country will be determined by country participants with Coordinators. Coordinators will arrange logistics of support	
<b>EXCHANGE VISITS</b>				
1. Develop and Circulate Document Explaining Process for Requesting Exchange Visit Support	A detailed procedure for requesting an exchange visit will be developed and circulated to the community. This is to help make sure that exchange visit funds have the greatest impact possible within the PIMPAC community.	June 1, 06	Coordinators and Resource Group with SC approval	
2. Providing Coordination & Resources for Exchange Visits	In addition to on-site topic training, PIMPAC co-coordinators and other members of the resource group will work with local MPA practitioners to develop ideas and potential goals to develop proposals for site exchanges. It is anticipated that at least three site exchanges will be conducted in year one.	July 06 - ongoing	Coordinators	

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<b>CAPACITY ASSESSMENT TOOL</b>				
1. Development of Capacity Assessment Tool	Building on the 2005 outreach and workshop report, PIMPAC will develop a tool for program managers to use to determine the capacity they have to effectively manage MPAs within their islands.	June 2006	Coordinator and Resource Group with SC approval	
2. Carrying Out of Assessment	It is proposed that the assessment will be done by participants at the Management Planning Training both during the training and over a one month period back in their home country	October 06	Experts supporting management planning follow up trainings	
3. Summarizing Results	The outcome of these assessments will be a document that outlines very specific human capacity needs (both in staff numbers and training needs). The product of this work will outline each jurisdiction's training and staffing needs and will allow local jurisdictions and PIMPAC co-coordinators to seek further capacity-building opportunities. The results of this assessment will be incorporated into the 07 PIMPAC workplan	November 06	Coordinator and Resource Group will receive reports from experts and summarize on a country by country basis. Final documents will be reviewed and approved by country SC member	
<b>ACADEMIC INSTITUTION CAPACITY BUILDING</b>	TO BE DETERMINED			
1. Develop Plan for engaging academic institutions	To begin moving toward a long-term goal of developing a marine management program within the region, PIMPAC will focus on making academic institution connections, developing curricula, and piloting an internship program within the first year. Building academic institutional capacity to	TBD	Coordinators/ and academic partners TBD	

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	address the needs of MPA managers in the region will take several years to address.			
2. Implementing initial projects/internships to begin academic connections	It is recommended that some small projects be implemented in year one with a focus on making connections with college and university programs and developing proposals around future efforts. These initial projects will include working to incorporate the Management Planning Module into existing college courses at key institutions and initiating one to two internships with students that are interested in a career in MPA management	TBD	Coordinators/ and academic partners TBD	