

# Middle Rio Grande Endangered Species Collaborative Program

## ADMINISTRATIVE BIENNIAL SCHEDULE

Updated September 2023

KEY	
♥	FPC
♦	SAMC
♣	HR Coord
♠	EC
Text	Activity not linked to specific group

MONTH	MEETINGS	EVERY YEAR (YEARS A & B)		YEAR A (ODD YEARS)	YEAR B (EVEN YEARS)
		ONE MONTH ACTIVITIES	MULTI-MONTH ACTIVITIES		
JANUARY	FPC ♥	♥ Inform project priorities for USACE, ABCWUA, CoA ♥ Check for funding matrix updates	Draft Annual Report Annual Program Evaluation SAMC member search		♦ Science Evaluation ♦ Develop proposed projects from Collaboratory
FEBRUARY <sup>N</sup>	SAMC ♦ HR Coord ♣				
MARCH	EC ♠	♠ Signatory Contributions Report ♠ Results from Program Evaluation Updates to charters* Form By-Laws Admin Ad Hoc* ♠ Appoint SAMC members ♠ Approve Annual Report ♠ Relate MAT/hydrology forecast to Program			♠ Approve updated Science Objectives ♠ Approve updated Long-Term Plan
APRIL <sup>N</sup>	FPC ♥	♥ Inform project priorities for MRGCD, NMDGF, NMISC, and Reclamation ♥ Check for funding matrix updates	♦ Updates to CEMs Commence By-Laws Admin Ad Hoc*	♦ Form S&T Ad Hoc to update RioRestore	♥ Coordinate implementation of Long-Term Plan activities
MAY	SAMC ♦ HR Coord ♣	Update Portal datasets ♣ Field Trip			
JUNE <sup>N</sup>	EC ♠	♠ Updates and recs from SAMC ♠ Work Plan update ♠ Update By-Laws*			
JULY	FPC ♥	♥ UNM legislative letter of support ♥ Determine collaborative funding opportunity to pursue next year ♥ Check for funding matrix updates			♥ Funding check: RioRestore, Program Portal, PASS
AUGUST <sup>N</sup>	SAMC ♦ HR Coord ♣				
SEPTEMBER	EC ♠	♠ Updates and recs from SAMC ♠ Work Plan update			
OCTOBER <sup>N</sup>	FPC ♥	Topical Workshop		♥ Update funding matrix	
NOVEMBER	SAMC ♦	♦ S&T Ad Hoc progress reports and presentations to the SAMC ♣ Field Trip	Draft Annual Report		
DECEMBER <sup>N</sup>	EC ♠	♠ Hydrology and species summary ♠ SAMC summary presentation ♠ Approve Work Plan for next year ♠ Determine SAMC SME needs		Collaboratory (GO TO YEAR B)	Science Symposium (GO TO YEAR A)

\* If needed; <sup>N</sup> Newsletter

ABCWUA = Albuquerque Bernalillo County Water Utility Authority; Admin = Administrative; CoA = City of Albuquerque; EC = Executive Committee; FPC = Fiscal Planning Committee; HR Coord = Habitat Restoration Coordination Group; Long-Term Plan = Long-Term Plan for Science & Adaptive Management; MAT = Minnow Action Team; MRGCD = Middle Rio Grande Conservancy District; NMDGF = New Mexico Department of Game and Fish; NMISC = New Mexico Interstate Stream Commission; PASS = Program and Science Support contract; Program = Middle Rio Grande Endangered Species Collaborative Program; Reclamation = U.S. Bureau of Reclamation; SAMC = Science and Adaptive Management Committee; SME = subject matter expert; S&T = Science & Technical; UNM = University of New Mexico; USACE = U.S. Army Corps of Engineers