

Memo



To: MCSF Designated Representatives
Cc: MCSF Design Team
From: Jason Aubuchon, Program Manager
Date: 1/28/2011
Re: Plan to Proceed with MCSF Award Expenditure, Subject to No Objections

Proposed MCSF Award Expenditure: Authorizing & Approving Expenditure for a Workshop for the Regional Invasive Species Council (RISC)

In accordance with the MCSF Award Budget Authorization and Expenditure Protocols developed in Palau and approved in late October, 2010, the MCSF Designated Representatives are asked to review—in consultation with their respective Chief Executives-- the following program activities and associated costs in order to provide authorization of the budget and approval of expenditures on a ten-day, no objections basis. In the absence of any objections, the Graduate School will proceed with the proposed expenditures.

An updated budget outlining expenditures to-date is included under separate cover (inclusive of additional requests) for reference.

Item (1): MCES Committee Review to Identify Potential Areas of MCSF Support

Attribution: Budget Item 7.B. RISC Strategic Action Plan and Emergency Response Plan Workshop

Explanation: This item is an updated request from RISC. The original concept was included in the MCSF funding proposal which was NOT included in the initial budget authorization level that resulted from the October initial meeting of the Designated Representatives' scoring activity. Please note that the updated request includes members from all jurisdictions.

Since this updated request requires moving the activity out of the category (line 7) of "Activities for Future Consideration" it will require a longer period of "no-objections" review to enable the Designated Representatives to consult with their respective Chief Executives to fully authorize the activity.

Budget: \$29,000

Description: See attached cover letter and Project Description.

Item (2): MCES Meeting Support: GS Administrative Costs

Attribution: Graduate School Administration (Line 6: For Informational Purposes Only)

Explanation: Additional expenditures from the Graduate School's administrative allocation in support of the logistics for the RISC Workshop.

Budget: \$3,376

Description: Graduate School will (a) make travel and lodging arrangements, (b) organize the workshop venue, (c) administer cash stipends and direct billing for hotel, and (d) support other logistical requirements.

As the Program Manager for the Graduate School, recipient of the MCSF inception award, I will proceed with the above outlined commitments, subject to no objections from the MCSF Designated Representatives prior to Friday, February 11, 2010.

A handwritten signature in black ink, appearing to read "John D. Adel". The signature is fluid and cursive, with the first name "John" being more prominent and the last name "Adel" following in a similar style.

Attachments: Cover letter from RISC Chairman to MCSF Secretary General's Designated Representative

RISC Project Description



Micronesia Regional Invasive Species Council
Kadalino Lorens, Chairman
C/o P.O. Box 1028
Agriculture, Office of Economic Affairs
Kolonias, Pohnpei FM 96941

January 4, 2011

Mr. Marion Henry, Designated Representative of the Secretary General
Micronesia Center of Sustainable Future, Post Office Box IS_12, Palikir, Pohnpei, FSM
96941

Dear Mr. Henry:

Please accept the enclosed proposal for \$29,000 to fund a five-day workshop in April 2011 on Guam for all the Regional Invasive Species Council (RISC) members to develop a Strategic Action Plan for RISC 2012-2017, Emergency Response Plans for coconut rhinoceros beetle for Yap and CNMI, and prepare for the 15th Micronesian Chief Executives' Summit.

Your endorsement of this proposal is appreciated.

Thank you,


Kadalino Lorens

RISC Chairman

Regional Invasive Species Council
C/o RISC Chairman, Kadalino Lorens
P.O. Box 1028
Pohnpei, FM 96941

Mr. Marion Henry, Designated Representative of the Secretary General
Micronesia Center of Sustainable Future, Post Office Box IS_12, Palikir, Pohnpei, FSM 96941

RE: MCSF Internal Funding Request

A. Project Name: Regional Invasive Species Council (RISC) Strategic Action Plan (SAP) and Emergency Response Plan (ERP) workshop/training event 2011

B. Brief Narrative Description:

1. **Project Purpose**: The purpose of the proposed project is to ensure the RISC continues to move forward in facilitating regional cooperation for invasive species control through information exchange and providing recommendations on ways the Micronesian Chief Executives can collaborate. The first RISC Strategic Action Plan (SAP) 2005-2011 had five goals that were successfully completed; a workshop/training for a revision of the SAP will ensure future RISC objectives are clearly defined, which in turn will provide a road map for RISC and the Chief Executives regarding regional invasive species management. In addition, the workshop will ensure that all RISC jurisdictions have the ability to complete Emergency Response Plans (ERPs) for unwanted alien species that threaten their jurisdictions.

2. **Project Objectives**:

Objective 1: To complete a Five-Year Strategic Action Plan (SAP) to guide RISC activities from 2012 through 2017. The current RISC SAP expires in 2011.

Objective 2: To ensure all RISC jurisdictions have the ability to draft Emergency Response Plans (ERPs) by conducting a workshop where draft ERPs will be completed for both Yap State and the Commonwealth of the Northern Mariana Islands (CNMI) in regards to the alien pest Coconut Rhinoceros Beetle (CRB).

Objective 3: To advance on-going RISC projects and RISC supported projects including awareness materials and completion of science reviews for the Micronesia Biosecurity Plan (MBP)

Objective 4: To begin preparations for the 15th Micronesian Chief Executives' Summit.

3. **Expected Developmental Impacts**:

Impact 1: The expected outcome will be a Five-Year Strategic Action Plan (SAP) for RISC that will outline goals and objectives to guide RISC from 2012 through 2017. The SAP will outline

activities, time frames and estimated costs for RISC projects and will result in more efficient use of resources in support of RISC efforts such as the Micronesian Biosecurity Plan (MBP). The finalized SAP will be presented to the Chief Executives at the 15th Micronesia Chief Executives' Summit.

Impact 2: RISC members will be able to draft jurisdictional specific Emergency Response Plans (ERPs), as well as being able to modify these ERPs for specific high-risk alien species as needed. A component of the ERP training will be the drafting of a Coconut Rhinoceros Beetle ERP for Yap State and CNMI.

Impact 3: Council members will be updated on invasive species issues of importance to the region through discussion of old and new RISC business. Preparations for the 15th Micronesia Chief Executives' Summit meeting will be made. This outcome completes a commitment made by all the Chiefs to provide a mid-Summit meeting for RISC members to collaborate and complete RISC business.

Impact 4: Council members will review and make recommendations on drafts of the 2012 RISC calendar and the RISC brochure. The council anticipates that both of these products will be available for dissemination by December 2011. Council members will continue to work towards the finalization of the Micronesian Biosecurity Plan (MBP) through development of reviews of the associated science reports. Progress on review development will be discussed and any reviews completed by the end of the workshop will be returned to US National Invasive Species Council (NISC) so that they may be considered and incorporated into the MBP by NISC.

4. Methods of Implementation:

Method 1: To conduct a one day workshop/training for RISC members on the development of Emergency Response Plans (ERPs). Training will be conducted by an established facilitator and will involve the development of draft ERPs for Yap State and CNMI regarding Coconut Rhinoceros Beetles (CRB).

Method 2: To conduct a 2.5 day workshop to develop a new five year Strategic Action Plan (SAP) for RISC. This workshop is to be facilitated by a regional expert on invasive species and the development of planning documents.

Method 3: To conduct a one day workshop for the RISC to consult on the Micronesian Biosecurity Plan (MBP) science report reviews and to finalize deadlines for jurisdictional reviews of these documents. This same workshop will be used by the RISC to review draft regional awareness documents such as the 2012 invasive species calendar and the RISC brochure.

Method 4: To conduct a half day workshop for the RISC to begin preparations of products such as reports and briefs for the 15th Chief Executives' Summit.

- C. Location and Jurisdictional Coverage: The workshop will be held on Guam due to its centralized location within the transportation network for the participating RISC members. The venue will

either be a classroom at the University of Guam (UOG) or at the Guam National Wildlife Refuge. It is anticipated that all nine jurisdictions will be able to attend and benefit from this training/workshop event. We expect the participation of both council members from each of the following jurisdictions: Chuuk State, Commonwealth of the Northern Mariana Islands, Kosrae State, Pohnpei State, Republic of Marshall Islands, Republic of Palau, Territory of Guam, and Yap State. In addition, we expect participation from the Federated States of Micronesia (FSM) national council member.

- D. Linkage to MCES Communique' and/or Committees: The RISC provided a written request at the 14th Micronesian Chief Executives' Summit to the Micronesian Center for a Sustainable Future in regards to funding of the Strategic Action Plan (SAP) and Emergency Response Plan (ERP) workshops. This same recommendation was included in and agreed to within the 14th Micronesian Chief Executives' Communique'.
- E. Timeline: It is proposed to have the workshops during the week of 3 April 2010 (five working days). This is the week prior to the 2011 Brown Treesnake (BTS) Spring Meeting that will be held on Guam also. It is expected that some of the RISC members will stay for the BTS meeting.
- F. Cost Estimate:

Air Travel:	\$12938.00
Per Diem:	\$13728.00
Other (includes possible changes in airfare, facilitators' honorarium, etc.):	\$1875.00
Total requested from MCE via MCSF:	\$28541.00

Other Funding and In Kind Services provided at no cost to RISC:

- US National Invasive Species Council (NISC) will provide funding for a facilitator to travel to the SAP workshop
- SPC and/or FSM National Government will provide funding for the FSM National RISC council member to attend
- SPC and/or FSM National Government will provide funding for a facilitator for the ERP workshop
- UOG will provide for the meeting location
- US DOI, USGS will provide for the attendance of one resource person for the event
- US FWS will provide for the attendance of one individual to broaden regional support and sharing of RISC activities
- The State of Hawaii will provide for the attendance of one individual to broaden regional support and sharing of RISC activities

G. Deliverables and/or Terms of Reference:

Deliverable 1: A five year Strategic Action Plan (SAP) for RISC (2012-2017). The SAP is to be presented at the 15th Chief Executives' Summit.

Deliverable 2: Yap State Emergency Response Plan (ERP) for Coconut Rhinoceros Beetles. This ERP will be available for Yap State immediately following the workshop/training.

Deliverable 3: CNMI Emergency Response Plan (ERP) for Coconut Rhinoceros Beetles. This ERP will be available for the CNMI immediately following the workshop/training.

Deliverable 4: Certification of all council members for the purpose of developing and drafting future Emergency Response Plans (ERPs) for their respective jurisdictions.

Deliverable 5: Set deadline for the completion of the Micronesian Biosecurity Plan (MBP) science report reviews. All completed reviews will be returned to US National Invasive Species Council (NISC) for consideration and inclusion in the MBP.