

Adaptation Roadmap

Workbook 6: Pathways Approach to Implementation

Worksheets 6A-6N

Outcomes include:
Adopted Adaptation Plan (or Document)
Implementation Work Plan

Tracking Progress

Name(s):
Title/Dept./other Identifier:
Jurisdiction/Organization:
Date Worked On:
Worksheets Worked On:

Name(s):
Title/Dept./other Identifier:
Jurisdiction/Organization:
Date Worked On:
Worksheets Worked On:

Name(s):
Title/Dept./other Identifier:
Jurisdiction/Organization:
Date Worked On:
Worksheets Worked On:

Workbook 6

6.1 Link Strategies to Outcomes
(Worksheet 6A-6C);

6.2 Advance Near-Term Strategies
(Worksheets 6D-6E and 6G-6M);

6.3 Prepare for Changes Over Time
(Worksheets 6F and 6G-6N);

LAY OUT YOUR IMPLEMENTATION AND
MONITORING APPROACH
(Worksheets 6G-6N);

*Print Your Adaptation Plan (or Document)
and Implementation and Tracking Approach*

Adaptation Roadmap

INSTRUCTIONS

Workbook 6 and Outcomes

This workbook is designed to accompany Chapter 6: Pathways Approach to Implementation to lay out the sets of strategies identified in Chapter 5 and advance them through the appropriate channels for implementation. Given that this chapter is the final culmination of all the information gathered throughout the Adaptation Roadmap, having all workbooks on hand will be helpful in order to ensure you are integrating adaptation solutions with the information gathered throughout your effort. The worksheets within provide fillable PDF spaces to list and record your responses.

Adopted Adaptation Plan (or Document)

Section 6.1 Link Strategies to Outcomes provides three subsections to support connecting the sets of adaptation strategies identified in Chapter 5 to the appropriate plans, processes, and people to advance implementation. The outcomes result in:

- **Connecting to Plans (Worksheet 6A)**
- **Connecting to Processes and Projects (Worksheet 6B)**
- **Connecting to People (Worksheet 6C)**

Implementation Work Plan

Sections 6.2 Advance Near-Term Strategies provides three subsections to support building an implementation work plan and ordering the implementation of actions and strategies from Chapter 5. Section 6.3 Preparing for Changes Over Time provides two subsections to support how to track, monitor, and address change through time, which can be incorporated into an implementation work plan. The last section provides an opportunity to create shared commitments to continue working together to address the challenges ahead.

- **Order of Implementation (Worksheet 6D)**
- **Sustaining Momentum (Worksheet 6E)**
- **Notes on Monitoring and Tracking (Worksheet 6F)**
- **Implementation and Monitoring Work Plans (Worksheets 6G-6M)**
- **Shared Commitments to Work Together (Worksheet 6N)**

Supplemental Pages

The supplemental pages provide extra space to list additional notes, as needed.



See Adaptation Roadmap guidance on pages 188-191.

Adaptation Roadmap

Worksheet 6A: Connecting to Plans

6.1 Link Strategies to Outcomes

Where and How to Document Adaptation Efforts

Use the space to document where adaptation strategy *outcomes* will live, as well as where documentation of the adaptation *process* will live. Adaptation outcomes be documented in one or more sources, and the process information, such as who was involved, vision, guiding principles, etc., may go in the same document(s) or may be referenced somewhere else individually. Check and list all that apply. Review **Worksheets 3A-3E** from **Workbook 3** to revisit information listed from **3.1 Align Local and Regional Plans or Processes**.

6.1.1: Where will adaptation strategies live or be referenced in?

Stand Alone Plan

General Plan

Local Hazard Mitigation Plan

6.1.1: Where will documentation of this adaptation *process* live?

Stand Alone Plan

General Plan

Local Hazard Mitigation Plan

Notes if needed



See Adaptation Roadmap guidance on pages 188-191.

Adaptation Roadmap

Worksheet 6B

Connecting to Processes and Projects

6.1 Link Strategies to Outcomes

Identifying Processes and Projects to Connect To

Use the space to document and elaborate on what processes need to occur in order to ensure that the adaptation outcomes can be integrated into the existing plans identified in **Worksheet 6A**. Review **Worksheet 3I** from **Workbook 3** to revisit information about critical infrastructure, development, or other related projects.

6.1.2: Processes to Connect To...

City/County Adoption

City/County Resolution

6.1.2: Projects to Connect To...

Notes if needed



See Adaptation Roadmap guidance on pages 188-191.

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Worksheet 6C

Connecting to Responsible Parties

6.1

Link Strategies to Outcomes

Identifying People to Connect To

Use the space to document and elaborate on how the adaptation strategies advanced in 5.4 Tradeoffs and Decisions will be implemented across governments, communities, and stakeholders involved. This section can include naming specific entities who may be involved in implementation, which will be refined further in 6.2 Advancing Near-Term Strategies.

6.1.3: Government responsibilities include...

6.1.3: Community responsibilities include...

6.1.3: Private Sector responsibilities include...

Implementation "Working Group" or other name:



See Adaptation Roadmap guidance on pages 191-196.

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Worksheet 6D Order of Implementation

6.2 Advance Near-Term Strategies

Prioritizing Actions and Strategies for Implementation First and Why

With the Core Team, Key Partners, and group "Implementation Working Group" identified in **Worksheet 6C** (if applicable), consider which actions and/or strategies should be implemented first and why. Check all boxes that apply and use the space to elaborate. Consider naming sets of actions or strategies. You can also duplicate this page if you need more space.

6.2.1: Actions to implement first...

Low Hanging (easy)

Low Regret Strategy

High Priority to:

Needs Adequate Lead Time

6.2.1: Actions to implement first...

Low Hanging (easy)

Low Regret Strategy

High Priority to:

Needs Adequate Lead Time

6.2.1: Actions to implement first...

Low Hanging (easy)

Low Regret Strategy

High Priority to:

Needs Adequate Lead Time

Duplicate this PDF page to add additional priority actions and strategies.



See Adaptation Roadmap guidance on pages 191-196.

Adaptation Roadmap

Worksheet 6E: Sustaining Momentum

6.2 Advance Near-Term Strategies

Keeping Communities and Stakeholder Involved

Use the space to document ways in which you may consider sustaining momentum for adaptation efforts over time. Be sure to develop these ideas with communities and stakeholders involved, and local champions identified in the process.

Audience:

Communications Campaign

Website/Online

Community Meetings

Audience:

Communications Campaign

Website/Online

Community Meetings

Audience:

Communications Campaign

Website/Online

Community Meetings

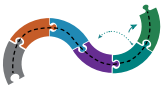
Audience:

Communications Campaign

Website/Online

Community Meetings

Duplicate this PDF page to add additional audiences and methods to maintain momentum.



See Adaptation Roadmap guidance on pages 197-201.

Adaptation Roadmap

Worksheet 6F: Monitoring and Tracking

6.3 Preparing for Changes Over Time

Overarching Notes on Monitoring and Tracking

Review the information gathered so far related to monitoring and tracking, such **3.4.3 Triggers and Monitoring**, **5.3.3 Applying Triggers and Decision Points**, and sets of adaptation strategies identified in **Chapter 5**. Use the space, if necessary, to list any key notes or considerations to keep in mind and include during the next section of laying out the approach for implementation and monitoring.

Notes

YOUR IMPLEMENTATION AND MONITORING APPROACH

The following pages and Worksheets 6G-6M provide space for you to use all the information gathered to create an implementation and monitoring plan and/or strategy to advance the short-term actions identified and consider how to monitoring longer-term actions over time. Consider having on hand the following Worksheets:

- **Connecting or Creating Plans (Worksheet 6A)**
- **Connecting Processes and Projects (Worksheet 6B)**
- **Connecting People (Worksheet 6C)**
- **Order of Implementation (Worksheet 6D)**

These worksheets should already reflect the information gathered in Chapter 5: Bring Together Shared Solutions. However, these worksheets may also be particularly relevant and useful in this exercise:

- **Phasing Strategies Over Time (Worksheets 5C or 5F)**
- **Visualizing Adaptation Pathways (Worksheet 5G)**
- **Making Decision on Adaptation (Worksheets 5J-5M)**

Instructions for Implementation and Monitoring Information

Use Worksheets 6G-6M to bring together **6.1.3 Connecting People**, **6.3.1 Order of Implementation**, **6.2.2 Implementation Work Plan** and **6.3.1 Monitoring and Tracking** to build an approach for implementing and monitoring adaptation actions and strategies over time. This is in recognition that using an adaptation pathways approach and embedding flexible planning to adapt to change over time *depends* on having effective monitoring and tracking approaches connected to actions and strategies. Within each of the following worksheets, you will be asked to bring together various components of Chapter 3 to articulate the following:

- **What** the actions or strategies are, the hazards they address, the planning horizon term, and action type;
- **How** the action will be implemented based on cost, funding, equity, and environmental considerations, next steps for implementation, if it is a phased strategy requiring a trigger and/or decision point, description of the monitoring approach, and when to review monitoring approach; and
- **Who** will lead and support the action or strategy, the roles of the lead and supporting partners, the approach for coordinating implementation, what additional engagement may be needed, timelines for implementation, and who is responsible for monitoring the action or strategy.

Lastly, for all of the individuals on the Core Team, Key Partners, those identified in **6.1.3 Connecting People**, and those identified as in the following worksheets 6G-6M as "Leads," "Supporting Partners," and "Responsible for Monitoring," review **6.3.3 Love Letter to the Future** to create shared commitments to act and act *together* on adaptation efforts over time.



See Adaptation
Roadmap
guidance on
pages 191-201.

Adaptation Roadmap

Worksheet 6G:

Implementation and Monitoring Approach

Tracking

Name(s):
 Title/Dept./other Identifier:
 Jurisdiction/Organization:
 Date Worked On:
 Status:

WHAT	NAME (action or strategy)					LEAD(s)	WHO
	Hazard(s)			Term			
	Summary						Supporting Partners
	Links or Dependencies						Roles of Partners
	Action Type(s)	Build A Project Funding and Financing	Plans and Policies Other	Programs and Operations	Capacity and Coordination	Implementation Coordination Structures	
HOW	Estimated Costs						Additional Engagement
	Funding Source(s)						
	Equity, Environmental and/or Other Priority Considerations						Timelines for Implementation
	Next Steps to Implement						
	Phased Strategy that Requires Tracking and Monitoring		Trigger (Social or Flooding) Decision Point				Responsible for Monitoring
	Monitoring Approach						When to Review Monitoring

Adaptation Roadmap

Worksheet 6H:

Implementation and Monitoring Approach

Tracking

Name(s): _____
 Title/Dept./other Identifier: _____
 Jurisdiction/Organization: _____
 Date Worked On: _____
 Status: _____

WHAT	NAME (action or strategy)					LEAD(s)	WHO
	Hazard(s)			Term			
	Summary					Supporting Partners	
	Links or Dependencies					Roles of Partners	
	Action Type(s)	Build A Project Funding and Financing	Plans and Policies Other	Programs and Operations	Capacity and Coordination	Implementation Coordination	
HOW	Estimated Costs					Additional Engagement	
	Funding Source(s)						
	Equity, Environmental and/or Other Priority Considerations					Timelines for Implementation	
	Next Steps to Implement						
	Phased Strategy that Requires Tracking and Monitoring		Trigger (Social or Flooding) Decision Point				Responsible for Monitoring
	Monitoring Approach					When to Review Monitoring	

Adaptation Roadmap

Worksheet 6I:

Implementation and Monitoring Approach

Tracking

Name(s):
 Title/Dept./other Identifier:
 Jurisdiction/Organization:
 Date Worked On:
 Status:

WHAT	NAME (action or strategy)					LEAD(s)	WHO
	Hazard(s)			Term			
	Summary					Supporting Partners	
	Links or Dependencies					Roles of Partners	
	Action Type(s)	Build A Project Funding and Financing	Plans and Policies Other	Programs and Operations	Capacity and Coordination	Implementation Coordination	
HOW	Estimated Costs					Additional Engagement	
	Funding Source(s)						
	Equity, Environmental and/or Other Priority Considerations					Timelines for Implementation	
	Next Steps to Implement						
	Phased Strategy that Requires Tracking and Monitoring		Trigger (Social or Flooding) Decision Point				Responsible for Monitoring
	Monitoring Approach					When to Review Monitoring	

Adaptation Roadmap

Worksheet 6J:

Implementation and Monitoring Approach

Tracking

Name(s):
 Title/Dept./other Identifier:
 Jurisdiction/Organization:
 Date Worked On:
 Status:

WHAT	NAME (action or strategy)					LEAD(s)	WHO
	Hazard(s)			Term			
	Summary					Supporting Partners	
	Links or Dependencies					Roles of Partners	
	Action Type(s)	Build A Project Funding and Financing	Plans and Policies Other	Programs and Operations	Capacity and Coordination	Implementation Coordination	
HOW	Estimated Costs					Additional Engagement	
	Funding Source(s)						
	Equity, Environmental and/or Other Priority Considerations					Timelines for Implementation	
	Next Steps to Implement						
	Phased Strategy that Requires Tracking and Monitoring		Trigger (Social or Flooding) Decision Point				Responsible for Monitoring
	Monitoring Approach					When to Review Monitoring	

Adaptation Roadmap

Worksheet 6K:

Implementation and Monitoring Approach

Tracking

Name(s):
 Title/Dept./other Identifier:
 Jurisdiction/Organization:
 Date Worked On:
 Status:

WHAT	NAME (action or strategy)					LEAD(s)	WHO
	Hazard(s)			Term			
	Summary						Supporting Partners
	Links or Dependencies						Roles of Partners
	Action Type(s)	Build A Project Funding and Financing	Plans and Policies Other	Programs and Operations	Capacity and Coordination	Implementation Coordination	
HOW	Estimated Costs						Additional Engagement
	Funding Source(s)						
	Equity, Environmental and/or Other Priority Considerations						Timelines for Implementation
	Next Steps to Implement						
	Phased Strategy that Requires Tracking and Monitoring		Trigger (Social or Flooding) Decision Point				Responsible for Monitoring
	Monitoring Approach						When to Review Monitoring

Adaptation Roadmap

Worksheet 6L:

Implementation and Monitoring Approach

Tracking

Name(s):
 Title/Dept./other Identifier:
 Jurisdiction/Organization:
 Date Worked On:
 Status:

WHAT	NAME (action or strategy)					LEAD(s)	WHO
	Hazard(s)			Term			
	Summary						Supporting Partners
	Links or Dependencies						Roles of Partners
	Action Type(s)	Build A Project Funding and Financing	Plans and Policies Other	Programs and Operations	Capacity and Coordination	Implementation Coordination	
HOW	Estimated Costs						Additional Engagement
	Funding Source(s)						
	Equity, Environmental and/or Other Priority Considerations						Timelines for Implementation
	Next Steps to Implement						
	Phased Strategy that Requires Tracking and Monitoring		Trigger (Social or Flooding) Decision Point				Responsible for Monitoring
	Monitoring Approach						When to Review Monitoring

Adaptation Roadmap

Worksheet 6M:

Implementation and Monitoring Approach

Tracking

Name(s):
 Title/Dept./other Identifier:
 Jurisdiction/Organization:
 Date Worked On:
 Status:

WHAT	NAME (action or strategy)					LEAD(s)	WHO
	Hazard(s)			Term			
	Summary						Supporting Partners
	Links or Dependencies						Roles of Partners
	Action Type(s)	Build A Project Funding and Financing	Plans and Policies Other	Programs and Operations	Capacity and Coordination	Implementation Coordination	
HOW	Estimated Costs						Additional Engagement
	Funding Source(s)						
	Equity, Environmental and/or Other Priority Considerations						Timelines for Implementation
	Next Steps to Implement						
	Phased Strategy that Requires Tracking and Monitoring		Trigger (Social or Flooding) Decision Point				Responsible for Monitoring
	Monitoring Approach						When to Review Monitoring



See Adaptation Roadmap guidance on pages 197-201.

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Worksheet 6N: Shared Commitments

6.3 Preparing for Changes Over Time

Articulate the Commitments To Make Together

Adapting to sea level rise will be an ongoing effort and its success depends on the ability of communities, stakeholders, and governments to continue coming together to evaluate progress on adaptation and make decisions *over time*. Use the space to describe the shared commitments you will make together. You can use the language from 6.3.3. Love Letter to the Future or create your own.

Shared Commitment #1:

Signatories

Shared Commitment #2:

Signatories

Shared Commitment #1:

Signatories

Notes

SUPPLEMENTAL PAGES

Workbook 6 and Outcomes

Extra space for additional notes as needed.

Adaptation Roadmap

Supplemental Page

Extra space for additional notes as needed.

Duplicate this PDF page to take additional supplemental notes.

Workbook 6 is a complimentary resource to the **Adaptation Roadmap: A Practitioner's Guide to Plan and Implement a Collaborative, Equitable, Integrative, and Flexible Approach to Sea Level Rise Adaptation**. These resources were created by the Adapting to Rising Tides Program at the San Francisco Bay Conservation and Development Commission. March 2022.

This workbook has been designed to meet Web Content Accessibility Guidelines (WCAG) Level AA Requirements to the extent feasible. We acknowledge parts of this document may still require additional assistance. Please contact us at BCDC at:

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