

# Detecting Impacts from Climate Change across Multiple Scales: A National Synthesis of Tidal Marshes

## Project Team Charter - Living Document

### Background

The overall goal of this project is to conduct a detailed, national-scale synthesis of tidal marsh responses to climate change, specifically changes in marsh vegetation community responses to sea-level-rise (SLR). Our main objectives are to provide (1) insight on how climate change is affecting marshes nationwide, (2) NERRs-specific templates and automated tools for data analysis and visualization, (3) transferable utility to other organizations with marsh monitoring datasets, (4) transferable utility to other coastal habitats (seagrass, mangroves), (5) a framework for guiding and facilitating other national-level research, and (6) to produce education and science translation products to support management and policy. To reach these goals and objectives, we plan to use a collaborative approach that engages our primary end-users throughout the project through utilization of multiple distinct project teams led by project leaders. This Charter describes the role of our project teams and leaders.

### Project Teams

#### Principal Working Group (PWG)

##### Purpose:

Primary responsibilities include project management and end-user engagement with technical experts and resource managers within and outside of the NERRS to achieve collaboration goals:

- Facilitate/schedule meetings, webinars, and workshops
- Create, coordinate and connect other work and advisory groups
- Ensure project deliverables are progressing and completed, as noted by the project timeline
- Facilitate input from end-users, ensure incorporation into data visualization & analyses
- Associated outputs include project team structure and communications, and planning for webinars/workshops

Roles: *Implementation* and *Decision* responsibilities for higher-level project goals and other areas as needed

##### Members:

- Chris Peter (lead organizer), Kim Cressman, Chris Feurt, Dave Burdick
- As needed: Suzanne Shull, Cindy Kennie, Brook Russell

##### Meetings/Communications:

- Bimonthly video calls with additional calls as needed to plan for workshops, webinars, reporting etc.
- Workshops, webinars
- Associated call notes and recordings for webinars and workshops will be documented and made available for all teams

## Technical Working Group (TWG)

### Purpose:

To design and implement aspects of data management, QA/QC, visualizations, analyses, data summaries, and develop associated tools, trainings, and reports. Additionally, this group will facilitate and integrate feedback from internal and external advisors through the Technical Advisory group (TAG). Associated outputs include national catalogue of data, standardized datasets, data summaries, and associated reporting/communication products.

Roles: *Implementation* and *Decision* responsibilities for technical approach and associated outputs

### Members:

- Suzanne Shull (lead organizer), Kim Cressman, Dave Burdick, Chris Peter
- As needed: Brook Russell, Chris Feurt, Alice Yeates
- Open invitation to TAG members to attend, listen in and provide advisory input when requested

### Meetings/Communications:

- Monthly video calls after kickoff webinar
- Workshops, webinars
- Associated call notes and recordings for webinars and workshops will be documented and made available for all teams

## Cross-sector Working Group (CWG)

### Purpose:

To provide input and feedback to our communications specialists (NERRA and Roca) to help select and prioritize communications products (e.g., listed in “*Outputs- viii.*”) and inform their development so that they are of maximum benefit to intended users and audiences. Objectives of projects outreach products are to facilitate:

- Future use in education and training for professionals,
- Informing management decisions
- National promotion and tie to Federal and NOAA priorities
- Cross-sector usage of the results

Amplification of results within and outside the research community as relevant to all Reserve sectors for management and public outreach. Associated outputs include associated reporting/communication products.

Roles: *Implementation* and *Decision* responsibilities for cross-sector communications approach and associated outputs

### Members:

- Chris Feurt (lead organizer), Suzanne Shull, Chris Peter, NERRs community, and external partners (See: [project team list](#)).
  - NERRs community includes Managers, Coastal Training Program Coordinators, Education Coordinators, Research Coordinators and Stewardship Coordinators
- As needed: Kim Cressman, Dolores Leonard

### Meetings/Communications:

- Quarterly video calls (generally), but adaptive, pairing frequency with workload which is expected to be most engaged at the project start and in year 3
- Workshops, webinars

- Associated call notes and recordings for webinars and workshops will be documented and made available for all teams

## **Technical Advisory Group (TAG)**

### Purpose:

To provide technical input and feedback to the TWG to further guide research questions, technical approach and associated outputs: national catalogue of data, standardized datasets, data summaries, and associated reporting/communication products.

Roles: *Advisory* responsibilities for technical approach and associated outputs. All project-related decisions will ultimately be made by the TWG (and PWG as needed).

### Members:

- Chris Peter (lead organizer), TWG, other NERR project team members and external advisors (See: [project team list](#)).
  - NERRs members includes Research Coordinators, Stewardship Coordinators, and SWMP Coordinators
  - External advisors: end-users with relevant expertise in marsh focal areas, statistics and or coastal decision making (expanding upon collaborations previously established as part of the two catalyst grants).

### Meetings/Communications:

- Video calls scheduled as needed (expecting 3-4x per year)
- Workshops, webinars
- Associated call notes and recordings for webinars and workshops will be documented and made available for all teams

## **Project Leaders**

*\*All project team members and advisors are expected to attend project webinars and workshops when available*

**Chris Peter** as the Project lead will lead project management and contribute to the working groups as listed below. He will be assisted through a research assistant hired through Great Bay on some of these tasks.

### PWG

- Lead organization (schedule, facilitate, document) of bimonthly calls
- Lead/contribute to all objectives of this workgroup
- Ensure all working groups are connected and engaged

### TWG

- Attend and assist Suzanne Shull with lead organization (as needed) of monthly calls
- Provide input and assistance in all aspects of data management
- Assist with implementation of most aspects of data management (data analyses, summaries and visualizations)
- Help facilitate and integrate feedback from the TAG
- Help supervise the graduate student as needed

### CWG

- Attend and contribute to help shape communication products
- Connect progress and results of TWG to this group

**Kim Cressman** as the Project/Technical lead will assist with project management as needed and contribute to the working groups as follows:

PWG

- Attend bimonthly calls
- Lead/contribute to all objectives of this workgroup

TWG

- Attend monthly calls
- Provide input and assistance in all aspects of data management
- Lead implementation of most aspects of data management (data formatting, QA/QC, visualizations, analyses and summaries)

CWG

- Attend as necessary and available

**Dave Burdick** as the Project/Technical lead will assist with project management as needed and contribute to the working groups as follows:

PWG

- Attend bimonthly calls
- Lead/contribute to all objectives of this workgroup

TWG

- Attend monthly calls
- Provide input and assistance in all aspects of data management
- Supervise the funded graduate student
- In conjunction with the graduate student, assist with implementation of most aspects of data management (data collating, formatting, QA/QC, visualizations, analyses and summaries)

**Chris Feurt** as the communications Collaborative lead will contribute to the working groups as follows:

PWG

- Attend bimonthly calls
- Lead the organization and facilitation of 2 Annual Meeting Workshops and 2 webinars (kickoff and wrap-up)

TWG

- Attend as necessary and available

CWG

- Lead organization (schedule, facilitate, document) of quarterly calls
- Facilitate/contribute to help shape communication products

**Suzanne Shull** as the technical Collaborative lead will contribute to the working groups as follows:

PWG

- Attend as necessary and available
- Assist Chris Feurt as needed to schedule/organize/document 2 Annual Meeting Workshops and 2 webinars (kickoff and wrap-up)

TWG

- Lead organization (schedule, facilitate, document) of monthly calls

- Provide input and assistance in development of tools for analysis and visualizations (i.e. space/time mapping and change detection).

CWG

- Attend and assist Chris Feurt as needed to schedule/organize/document this workgroup
- Contribute to help shape communication products

**Cindy Kennie** as the fiscal lead will contribute to the working groups as follows:

PWG

- Attend bimonthly calls as necessary and available
- Manage the main award and sub-contracts
- Supervise the development of communications products

**Brook Russell** as the statistical lead will contribute to the working groups as follows:

TWG

- Attend monthly calls as needed and available
- Provide technical input and assistance in aspects of data management concerning analyses (design, model, conclusions)

**Dolores Leonard** as the communication product specialist will contribute to the working groups as follows:

CWG

- Attend calls as needed
- Lead the development and implementation of communication products

**Graduate Student** (to be named later) will contribute to the working groups as follows:

PWG

- Attend bimonthly calls as needed and available

TWG

- Attend monthly calls and assist where needed with lead organization (schedule, facilitate, document)
- Provide input and assistance in all aspects of data management
- Assist with implementation of most aspects of data management including collecting and collating data, troubleshooting data inconsistencies, statistical analyses, etc.

*This project team charter was developed for a collaborative research project in 2021. To learn more about the project, visit their webpage - [www.nerrsciencecollaborative.org/project/Peter20](http://www.nerrsciencecollaborative.org/project/Peter20)*