



Aquatic Nuisance Species Task Force
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Memorandum for: ANS Task Force Members and Invited Observers
From: Scott A. Newsham, Executive Secretary
Subject: ANSTF Annual Report

BACKGROUND:

1. At the ANSTF's October 2005 meeting the Executive Secretary was tasked with developing an annual reporting process for the Task Force. The primary objective of the process is to collect information from ANSTF entities that will feed into a timely annual report to Congress that concisely presents the work that has been done, is ongoing, and will be needed in the future to address aquatic invasive species.
2. A secondary objective was that the requested input from the regional panels would fulfill the panels' funding agreement requirement for an annual report that includes activities, decisions and recommendations to the ANSTF. It is also anticipated that this report format would be used by states receiving state ANS management plan funds from the USFWS.
3. I met limited success developing a reporting process through e-mail exchanges with ANSTF members and other interested parties. Sample templates for the federal, regional panel and state reports, as well as tables for reporting financial data are attached. While it now appears that the potential volume of data from these forms would be difficult to sort through and may not meet the desired objectives, a confounding issue is the lack of uniformity in fiscal years. State fiscal years end on 6/30 and the federal government on 9/30, while Regional Panels are on various timelines.
4. The ANSTF previously expressed a desire to present a degree of financial detail in the report. While numbers are relatively easy to obtain at the federal level, it becomes increasingly difficult and time consuming at the regional and state level. As the majority of states do not receive federal funds for ANS activities, a suggestion that all states submit a report was not well-received.
5. The ANSTF's 2004 report to Congress remains in clearance. While annual reports are called for in the authorizing legislation, the ANSTF could aim for completing a biennial report for 2005 and 2006 by 12/06. Assuming agreement can be reached on a desired level of detail and submission timeline, this should put the ANSTF on a schedule to submit an annual report, which could influence budget decisions for the coming federal fiscal year.

ACTION REQUESTED:

1. The ANSTF is asked to determine the focus and level of detail desired in the annual report. Does it want to report on the wide range of ANS activities taking place around the country at the state, regional and federal agency level, or narrow the reporting to those that are the result of the infrastructure provided by the ANSTF and its collaborative nature? What should be the balance between reporting on accomplishments and outlining the priority issues (both current and future) and providing recommendations.
2. The ANSTF is asked to decide if the formats in the attachments are what they would like to use for collecting agency, panel and/or state activity.
3. The ANSTF is asked to decide if its next report will be a biennial report (2005 - 2006), or if it will do individual reports for each year.
4. The ANSTF is asked to decide on a target date for completing future annual report. Should it be ready for review and comment by the Fall or Spring meeting of the following fiscal year? Depending on the level of detail desired, it is feasible that much of the report could be prepared in advance and final details and numbers included as they become available.
5. The ANSTF is asked to determine what level of financial information should be included in the report? Would a table showing estimated ANS expenditures by state be useful? Should state participation in this be voluntary? Should this element be postponed until the FY 2007 report?

[Federal Agency] ANS Program

A Report to the Aquatic Nuisance Species Task Force for Fiscal Year [xxxx]

1 Summary

[Summarize federal agency aquatic invasive species program focus areas and key strategies. 2 - 4 paragraphs.]

2 Major Accomplishments

[Describe (bullets/short paragraphs) major accomplishments or developments from agency perspective and highlight any innovations/cross agency work. Attempt to assign a broad category (i.e. P, DM, CM, EO, R)¹]

Example: (P) Final testing of ballast water management treatment system

3 Program Expenditures

[Provide total of federal funds here. Attach spreadsheet.]

¹ P = Prevention; DM = Detection & Monitoring; CM = Control & Management; EO = Education & Outreach; R = Research

[Region Name] ANS Regional Panel Annual Report

A Report to the Aquatic Nuisance Species Task Force for [Year]

1. Summary

[Summarize Regional Panel aquatic invasive species program focus areas and key strategies. Two to four paragraphs. Committee/work group reports and status of state management plan development since last report are requested as attachments.]

2 Major Accomplishments

[Describe (bullets/short paragraphs) top 10 major accomplishments or developments from the panel perspective and highlight any innovations. Attempt to assign a broad category (i.e. P, DM, CM, EO, R)¹]

3 Program Expenditures

[Expenditures are not requested for 2005. The need for and scope of fiscal data will be discussed at the Spring 2005 ANSTF meeting.]

4 Programmatic Needs

[Key outstanding regional AIS issues and recommended course of action. These would be considered as recommendations to the ANSTF.]

¹ P = Prevention; DM = Detection & Monitoring; CM = Control & Management;
EPA = Education & Public Awareness; R = Research

[State] ANS Management Program

A Report to the Aquatic Nuisance Species Task Force for State Fiscal Year [xxxx]

1 Summary

[Summarize state aquatic invasive species program focus areas and key strategies. One or two paragraphs.]

2 Major Accomplishments

[Describe (bullets) major accomplishments or developments from state perspective and highlight any innovations. Attempt to assign a broad category (i.e. P, DM, CM, EO, R)¹]

Example: (CM) Removal of water chestnut in Lake X

3 Program Expenditures

[Provide total of state funds (and federal grants if applicable) here. Attach spreadsheet.]

4 Programmatic Needs

[Key AIS issues outstanding. Estimated annual funding required to address each.]

Example: Expand monitoring program - \$125,000

Control of species X - \$75,000]

¹ P = Prevention; DM = Detection & Monitoring; CM = Control & Management; EO = Education & Outreach; R = Research

Federal Agency ANS Expenditures

Prevention	\$ 3,500	
Detection & Monitoring	\$ 2,500	
Early Detection ¹		\$ 1,000
Control & Management	\$ 15,000	
Rapid Response ²		\$ 3,000
Restoration ²		\$ 3,500
Education & Outreach	\$ 6,000	
Research	\$ <u> -</u>	
Total	\$ 27,000	

¹ Included in total for Detection & Monitoring activities

² Included in total for Control and Management activities

ANS Expenditures

(For use by states and regional panels)

	State Funds	Federal Funds	Total Funds
Prevention	\$ 3,500	\$ 3,700	\$ 7,200
Detection & Monitoring ¹	\$ 2,500	\$ 4,200	\$ 6,700
Control & Management ²	\$ 3,500	\$ 2,500	\$ 6,000
Education & Public Awareness	\$ 6,000	\$ 15,000	\$ 21,000
Research	<u>\$ 1,000</u>	<u>\$ 1,500</u>	<u>\$ 2,500</u>
Total State	\$ 16,500		
Total Federal		\$ 26,900	
Total Overall		\$	43,400

¹ Includes 'Early Detection' activities

² Includes 'Rapid Response' and 'Restoration' activities