

Title

0.1 Project Management Oversight

0.2 Current and Future Plans

0.3 Meeting and Conference Attendance

0.4 Maintain Guide Software and Host Site

1.1 Implement High Priority Software Modifications

1.2 Develop Guide BMP Quick Reference

1.3 Develop Performance Benchmarks

1.4 Improve Supporting Information for Measures and BMPs in the Guide

1.5 Develop a BMP Development and Approval Process

1.6 Develop and Implement Improved Methods for Doing Cost-Effectiveness Evaluations

1.7 Modify the Guide to Distinguish Level of Detail Needed for Small, Medium, and Large Users

2.1 Assess SWFWMD Library and Evaluate Materials for Inclusion in Clearinghouse Library

2.2 Select and Customize Database Technologies to Efficiently Collect, Store, and Disseminate Inform

2.3 Add High Priority Reports to the Library

2.4 Convert Key Documents to Searchable Format

2.5 Establish a Glossary of Technical Terms

2.6 Establish Links to Other Water Conservation Libraries

3.1 Guide Users Database

3.7 Link Library and Database Files

3.8 Data Infrastructure Design

4.1 Help Desk

4.3 Individual Assistance for Utilities

5.1 Prepare a Water Conservation Research Agenda/Program

6.1 Develop an Outreach Plan

6.2 Develop promotional and Educational Materials

6.4 Publicize Clearinghouse at Professional Meetings

6.5 Coordinate Outreach Activities and Demonstrations

Assigned To	Status	Priority	Due Date	% Complete
Riley,Kristen J	In Progress	(2) Normal	4/13/2008	16.00%
Riley,Kristen J	In Progress	(2) Normal	12/14/2007	16.00%
Riley,Kristen J	In Progress	(2) Normal	4/13/2008	16.00%
Switt,Randal S	In Progress	(2) Normal	4/13/2008	16.00%
Switt,Randal S	In Progress	(2) Normal	4/13/2008	10.00%
Heaney,James	In Progress	(2) Normal	7/14/2007	15.00%
Heaney,James	Not Started	(2) Normal	10/15/2007	
Heaney,James	Not Started	(2) Normal	1/16/2008	
Heaney,James	Not Started	(2) Normal	1/16/2008	
Heaney,James	Not Started	(2) Normal	4/13/2008	
Heaney,James	Not Started	(2) Normal	4/13/2008	
Beck,Howard W	In Progress	(2) Normal	4/13/2008	2.00%
Beck,Howard W	In Progress	(2) Normal	4/13/2008	5.00%
Beck,Howard W	In Progress	(2) Normal	4/13/2008	3.00%
Beck,Howard W	In Progress	(2) Normal	4/13/2008	1.00%

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Beck,Howard W	In Progress	(2) Normal	4/13/2008	20.00%
Beck,Howard W	In Progress	(2) Normal	4/13/2008	1.00%
Beck,Howard W	In Progress	(2) Normal	4/13/2008	1.00%
Switt,Randal S	In Progress	(2) Normal	4/13/2008	16.00%
Switt,Randal S	In Progress	(2) Normal	4/13/2008	16.00%
Graham, Wendy D.	In Progress	(2) Normal	2/14/2008	3.00%
Graham, Wendy D.	In Progress	(2) Normal	2/14/2008	20.00%
Graham, Wendy D.	In Progress	(2) Normal	4/13/2008	10.00%
Graham, Wendy D.	In Progress	(2) Normal	4/13/2008	10.00%

Graham, Wendy D.	In Progress	(2) Normal	4/13/2008	5.00%
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Comments

The UF Clearinghouse team is meeting weekly to give updates on the status of each active task. The meeting high-lights are then posted in the Shared Documents section of SharePoint for all to review. We are in the process of coming up to full strength in manpower to support the task assignments, but this delay is reflecteingin a cost underrun at this time.

Preliminary discussions have begun concerning the transition options.

Attendance at the June 19 Conserve Florida meeting is anticipated, with Paul Indeglia and Jackie Martin representing the Clearinghouse.

Guide application and Conservefloridawater.org website are operating correctly. New news items have been, and will be continued to be added and updated.

Peng Lu has been selected to lead software development and testing for the project. Our initial meeting with him will be on 6/18.

T. Olmstead and L. Ziemba are investigating the landscape and irrigation BMP, uncovering data and developing tools for sub-BMPs including rain sensors and soil-moisture sensors. P. Indeglia is investigating the toilet BMP. Team members are reviewing national data sources including DOE, AWWA, Bureau of Reclamation, Texas Water Development Board, California Urban Water Conservation Council, New Mexico Conservation Program, and programs in the states of Colorado and North Carolina.

Five BMP Quick Reference Fact Sheets of 2 +/- pages will be developed; these two BMPs are the first to be approached.

May 13 In process of hiring postdoc (begins Jun 1), began discussions on digital library web site interface.

June 13 Postdoc (Camilo Cornejo) on board as of Jun 1. Begin survey of existing library resources throughough Florida.

May 13. Reviewing existing software, evaluating extensions to support digital library.

Jun 13. Expanding exisiting graphical user interface for development of glossary. Studying "portal" interfaces for style and features, with aim for adopting and modifying an interface for the WCC digital library.

May 13. Providing database support to development of BMP fact sheets. Designing template for entering information.

June 13. Analysis of BMP template, design of database structure for capturing BMP information (text, numbers, symbols, equations).

May 13. Evaluating options for optical character recognition (OCR).

May 13. Evaluating existing glossaries on water conservation.

Jun 13. Obtained several existing and related water conservation glossaries (including the Guide) glossary, building term lists (150-200 terms), studying terms, organizing terms, preparing for entry of glossary terms into database using a GUI design tool that shows relationships among terms, encodes glossary details (word, definition(s), reference source).

Review of existing libraries will begin Jun 1 (when postdoc position is filled).

Evaluating integration of guides database with other library functions.

Will begin when postdoc position is filled (June 1)

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June 13. Developing the instructure around a subject-heading system based on the glossary. Support for bibliographic references, text, images, symbols, equations, calculations, decision models.

Mary Williams has been hired to field calls and direct them to the appropriate resource within the Clearinghouse for disposition. She is also supporting various team members with task requirements, such as the development of a database of Florida utilities whose permits will be expiring within the next few years to target as potential users of the Guide.

Assistance has been provided to a number of groups this past month and consist of the following:

1. Communication with the City of Newberry regarding conservation rate structure.
2. Communication with Miami-Dade Water and Sewer Department for assistance in providing a list of contacts of wholesale customers who are being asked to use the Guide, and to facilitate link of MDWASD conservation manager to wholesale customer Guide accounts
3. Communication with consultant for Charlotte County Utilities for assistance in identifying "work-arounds" for glitches in the Guide, identified new deficiencies in the Guide, introduced consultant to the resources of the Clearinghouse including the "Case Study Report", tools within the website to establish conservation practices, and Mantis bug tracking tools.
4. Discussion with vendor of water conservation products regarding the promotion of material for specific conservation products. Vendor offered reports that indicate the efficacy of products as well as access to independent research to fortify results.

Planning strategy for defining Research Agenda program. Initiated preliminary needs assessment and information gathering through attending Conserve Florida meetings, participating in workgroup discussions, and developing contacts with faculty. Meetings to explore database options/approach. Met with TREEO to review draft Marketing Plan, made suggestions and under revision. Developing in-reach plan for UF. Need to define what is meant by final outreach plan --for "clearinghouse" for "utilities"?

TREEO - outlining specific approach, created draft banner.

Attended meetings - TREEO exhibits, collecting and developing mailing lists and contacts

Workplan to identify specific activities and opportunities. Coordination meetings held and information being shared with interested faculty.

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