

Natural Resources Inventory

Application for Technical Assistance



**Hudson River
Estuary Program**

The Hudson River Estuary Program (Estuary Program) is pleased to announce a 2023 technical assistance opportunity for two communities to create a basic natural resources inventory (NRI).

An NRI compiles maps and descriptions of natural areas and provides a reference for planning in a community. NRIs typically include information about topography, geology, soils, water resources, habitats, wildlife, farmland, and climate, and often include cultural resources such as scenic views, recreation areas, and historic sites. By knowing where resources like forests, streams, wildlife habitat, and aquifers are located, a municipality can identify conservation priorities and create land-use plans and policies to protect what the community cares about. Examples of recently completed NRIs are [available here](#). For more information about the process of developing an NRI, see [Creating a Natural Resources Inventory: A Guide for Communities in the Hudson River Estuary Watershed](#).

About the technical assistance

This opportunity is open to a team of two municipalities that are adjacent or within the same county or local watershed. The joint project is intended to foster intermunicipal collaboration and increase efficiency in the creation of NRIs. See below for additional information about eligibility.

The selected municipalities will work cooperatively with staff from the Estuary Program and a program partner to create a basic NRI, including a set of maps and descriptive report. Each municipality will organize a steering committee of 3-5 volunteers to work on the project. Joint project meetings will be held monthly, primarily via Zoom. Estuary Program staff and partners will coordinate the process to create the NRIs. This will include: facilitating project meetings; compiling spatial data; creating and revising maps; and drafting the NRI report, incorporating content and input provided by the steering committee members. Digital files for the maps, report, and spatial data, as well as a printed copy of the final NRI and large-format maps will be provided to each municipality upon completion of the project. **This assistance is available at no cost, but a significant volunteer contribution is expected.** See "Municipal Commitment" below.

Limitations: Assistance provided by Estuary Program and partner staff will not include field work, development of new data, or detailed studies of natural resources. Communities seeking assistance with detailed studies (such as scenic watershed assessments or habitat mapping) are encouraged to apply for a [Hudson River Estuary Grant](#). For questions contact Ingrid Haeckel at (845) 256-3829 or ingrid.haeckel@dec.ny.gov.

Municipal Commitment: Participating municipalities must be prepared to meet the following expectations:

- Each municipality must appoint a working group of 3-5 volunteers (NRI steering committee) who will review existing local studies and data sources, provide input on maps, contribute to writing and editing the NRI report, and engage municipal boards and the public about the project.
- Volunteers on the steering committee must attend monthly project meetings and complete 2-4 hours of work between meetings toward public outreach, research, map review, and report writing or editing.
- Each municipality will make the draft and final NRI maps and report available to the public through the municipal website.
- Each NRI steering committee must host at least one public meeting about the draft NRI and present the final NRI to the local legislative body

Eligibility: Municipalities must be located at least partially within the [Hudson River Estuary Grants Program Boundaries](#). This opportunity will be competitive. Preference will be given to applications from Hudson riverfront communities, neighboring (adjacent) municipalities, [potential environmental justice areas](#), and municipalities that meet the [interim disadvantaged communities criteria](#). These areas are available to view under the "Public Involvement" section of the [DECinfo Locator tool](#).

Timeline: The project will begin in January 2023 and be completed by December 31, 2023

How to apply: Email responses to the application questions below along with a resolution of support from each of the local legislative bodies (sample provided) by **November 30** to: ingrid.haeckel@dec.ny.gov.

The municipalities chosen to participate in this program will be notified in December 2022.

Natural Resources Inventory Application for Technical Assistance 2023

Application Questions

1. Name of municipalities:
2. Why do your municipalities want to develop an NRI?
3. Have your municipalities worked together previously on any planning effort?
4. List prior municipal plans, inventories, or studies containing natural resource information for each community.
5. Identify the primary intended user groups for the NRI in each municipality and some ideas for how to engage them during the NRI process.
6. Will the NRI contribute to local plans or policy under development or on the horizon (e.g., comprehensive plan, zoning updates, open space plan)?
7. Please list names and board or committee affiliations of 3-5 people committed to working on the project from each municipality. Briefly describe any related experience that is relevant to this project.
8. Briefly list the staff resources for planning (staff titles, full or part time) in each municipality. For example: "one full time planner, one full time planning and zoning secretary," or "one part-time planning and zoning clerk."
9. Do any planning staff or volunteers use Geographic Information Systems (GIS)?
9. Name a point person from each municipality to contact about this application, including email and phone.

Sample Resolution of Support

WHEREAS, a natural resources inventory (NRI) compiles maps and descriptions of natural areas and provides a reference for planning in a community, and

WHEREAS, the purpose of an NRI is to provide information for comprehensive land use and conservation planning, and to allow natural resource information to be included in local planning and zoning; and

WHEREAS, the NYSDEC Hudson River Estuary Program is offering a 1-year technical assistance opportunity for two watershed municipalities to create a basic NRI, at no cost to the [Town/City/Village], but requiring a significant volunteer contribution, and

WHEREAS, to be considered for the technical assistance available from the Hudson River Estuary Program, municipalities are required to submit an application listing 3-5 volunteers, any related land use planning initiatives, and a resolution of support from the municipal governing board by November 30, 2022;

NOW, THEREFORE, BE IT RESOLVED:

1. That the [Town Board] hereby establishes an NRI Steering Committee, and will recruit volunteers to participate in the development of the NRI; and
2. That the [Town Board] expresses their support for the development of the NRI and authorizes the submission of an application for technical assistance to the Hudson River Estuary Program.