

Conservation Survey Information

PROJECT CHARTER

May 28, 2008

Prepared by

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Purpose: Collect survey information from TWDB customers for the following areas:

Phase I includes Part I through Part III:

Part I: Public Awareness and Recognition Programs

Part II: GPCD Methodology

Part III: Water Conservation Implementation

Background:

1. The 80th Texas Legislative Session was a significant success for Texas in regards to water policy changes and historic actions for water conservation. House Bill 4 and Senate Bill 3 established the creation of the Texas Water Conservation Advisory Council (Council). The Council was created to provide the Governor, the Legislature, Texas Water Development Board (TWDB), Texas Commission on Environmental Quality (TCEQ), political subdivisions, and the public with the resource of a select council's expertise in water conservation.
2. Included in the duties of the Council are these specific charges:
 - a. Monitor trends in water conservation implementation;
 - b. Monitor the effectiveness of the statewide water conservation public awareness program developed under Section 16.401 and associated local involvement in the implementation of the program;
 - c. Develop and implement a public recognition program for water conservation;
 - d. Monitor the implementation of water conservation strategies by water users included in regional water plans;
 - e. Monitor target and goal guidelines for water conservation to be considered by the Board and Commission.
3. The requested system does not currently exist. It will be created using ASPx .Net 3.5 with a SQL server database containing tables for entity information and survey information. The system will interface with Survey MonkeyTM to design and capture the survey information.

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Project Objective:

1. Leaders in Texas water resource planning and management are continuously striving to manage their limited supplies in a sustainable fashion. In order to better understand what the communities are doing, what is working and what is not, and what types of planning resources communities' need, the Council needs to make some preliminary strides to gather information and data from entities around the state.
2. To help the Council develop effective programs and synergize with existing efforts it has been decided that the best way to do this is to send out a survey to gather the necessary information.

Project Scope:

1. See attached Project supporting documents (Appendix A through F).
2. Customer is requesting the project to be completed by September 30, 2008.
3. Customer has purchased Survey Monkey annual subscription and is currently available.
4. Customer would like to be able to download the survey data on a weekly basis by appending the file.
5. Calendar reporting – One quarterly database in 2008. Every other year will have 4 databases.
6. Vanessa will be given administrator role in Survey Monkey so she will be able to assist individuals who forget their User ID and/or Password.
7. Customer is requesting the survey link to be put on the front page of the TWDB agency's internet web site.
8. Collecting user information would be based on authority ID # and it would send user to appropriate survey monkey survey.

Assumption:

There is a possibility that the entity table can be built from existing agency data. FNMIS contains customer data. It is possible this same table can be used.

Customer is requesting project completion by end of September - early October 2008.

Please note this will take about 3-4 months to develop according to developer's time.

Constraints -Schedule:

Because this is a new system, unknown complications can affect programmer's ability to meet scheduled deadlines.

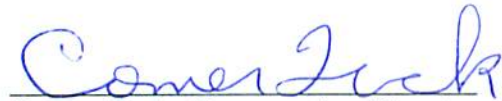
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Completion Estimate:

In order to progressively fulfill Legislative requirements, the Council has requested that this project be completed by September 30, 2008.

Approval:

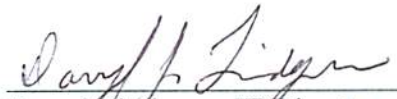
If this document correctly describes the scope of work for this project and meets with your approval, please confirm by signing below.



Comer Tuck, Conservation Director
Client Project Sponsor

5/29/08

Date



Darryl Lindgens, IT Director
Project Sponsor

5/30/08

Date

Attachments:

Scope Flowchart
Appendix A through F