

COUNTYWIDE ACTION PLAN (CAP) ANNUAL PROGRESS REPORTING

Counties report Annual Progress to DEP every year as part of their Countywide Action Plan (CAP) reporting. This gives counties the opportunity to highlight their accomplishments over the past 12 months, and a chance to look forward while planning for the upcoming reporting year.

Required Documents

Phase 3 WIP Annual Progress Report

Updated Narrative (Optional)

Timeline:

- ❖ **August 7, 2024** - Two Year Milestone and Annual Progress Update Reporting Webinar Wednesday
- ❖ **August/September 2024** – Discuss progress reporting in one-on-one meetings with DEP staff
- ❖ **October 1, 2024** – Provide DRAFT: Phase 3 WIP Annual Progress Update and (Optional) Updated Narrative
- ❖ **October/November 2024** – Meeting with DEP staff to receive feedback on DRAFT documents
- ❖ **December 1, 2024** – Provide FINAL: Phase 3 WIP Annual Progress Update, (Optional) Updated Narrative

Templates for Required Documents:

Available on the Clean Water Academy

<https://pacleanwateracademy.remote-learner.net/mod/folder/view.php?id=4065>