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## **PROPOSAL**

*to:*

NORTH CAROLINA SEDIMENTATION CONTROL COMMISSION

And

NC DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES –  
LAND QUALITY SECTION

*for the project*

### ***Sediments Newsletter***

*submitted by:*

#### **Principal Investigators:**

Jean Spooner, Biological & Agricultural Engineering Dept.  
Rich McLaughlin, Soil Science Dept.  
Melanie Markusic, Soil Science Dept.  
Dan Line, Biological & Agricultural Engineering Dept.  
Cathy Smith, Biological & Agricultural Engineering Dept.

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*Project Period:* July 1, 2008 – May 1, 2009

Scope of Work – Production and Distribution of <i>Sediments</i> Newsletter	
Table of Contents	
Introduction	Request funds to continue the publication and distribution of the <i>Sediments</i> newsletter in order to provide information to the regulated community and to facilitate communication among local erosion and sediment control programs.
Background	The Sedimentation Control Commission is charged to educate the regulated and design community, as well as the public, on recommended methods, regulations, current events, and instructional topics regarding erosion and sedimentation control. The <i>Sediments</i> newsletter is one aspect of such education and has been published quarterly since 1994. Current print and listserv subscribers number approximately 5400 individuals.
Scope of Work	
1. Tasks provided	<ul style="list-style-type: none"> <li>• <b>Publication and Distribution of <i>Sediments</i> Newsletter.</b> Approximately 5000 printed copies will be available for distribution to subscribers. Newsletters will be addressed and mailed.</li> <li>• The database of subscribers for both print and email will be updated and maintained in MS Access (exportable to Excel upon request).</li> <li>• A PDF will be provided to the Land Quality Section (LQS) web site: <a href="http://www.dlr.enr.state.nc.us/pages/sedimentationnewsletters.html">http://www.dlr.enr.state.nc.us/pages/sedimentationnewsletters.html</a>.</li> <li>• Online subscribers will be notified by email when newsletters are posted.</li> <li>• <b>Design Revisions of <i>Sediments</i> Newsletter.</b> Revisions to <i>Sediments</i> Newsletters should be minimal. We will utilize the template used by NCSU in the FY07-08 contract. If revisions are desired by LQS, we should be able to incorporate them. Design revisions will be made under the supervision and approval of Land Quality Section. Any revisions in the paper design will also be reflected in <i>Sediments</i> online.</li> <li>• <b>Content of <i>Sediments</i> Newsletter.</b> All articles and content will be edited by the NCSU staff and reviewed for approval by the Land Quality Section. Identified experts will assist in authoring technical articles. Authors will be recruited and identified in conjunction with LQS from NCSU, other universities, state and local agencies, non-profit associations, and the private</li> </ul>

	<p>sector. An NCSU staff member (and subject matter expert) will attend the annual meetings of the International Erosion Control Association and the American Society of Biological and Agricultural Engineers and report on those conference events in <i>Sediments</i>. Travel to other workshops or conferences would also yield relevant newsletter articles. Topic ideas will be solicited from the SCC, Land Quality Section, and NCSU faculty. Subscribers will be able to offer their preferences and most critical needs by responding to brief surveys either online or by email. Each newsletter (except April/May'09) will also feature a summary of the actions taken by the NC Sedimentation Control Commission.</p> <ul style="list-style-type: none"> <li>• <b>Web availability of <i>Sediments</i> Newsletter.</b> An online version of <i>Sediments</i> will be created. This online version will be hosted on the Land Quality Section webpage. All maintenance, updates, and corrections will be done by contractor. The PDF version of the newsletter will be complete with active links.</li> <li>• <b>Subscriber Communication and Recruitment.</b> <i>Sediments</i> online will be templated and distributed through a List Service. Current subscribers will be encouraged to make the switch to online newsletters. An email broadcast will be sent offering the switch, as well as an announcement in the paper newsletter. <i>Sediments</i> will be actively promoted by email broadcasts to lists other than current subscribers.</li> </ul>
<p>2. Time line for completion</p>	<p>Fiscal year 2008-2009</p> <p>Four issues to be published during the fiscal year. Each of the first three issues will be published approximately 4 weeks after the quarterly meeting of the Sedimentation Control Commission meeting scheduled for mid-August and November 2008; and Feb. and May 2009. The fourth issue must be published by the contract end date of May 1, 2009. All charges must be incurred prior to the contract end date of May 1, 2009.</p> <p>Approximate press-ready and PDF newsletter completion dates:  Sept. 13, 2008  Dec. 13, 2008  March 31, 2009  April 23, 2009</p>
<p>3. Deliverables</p>	<ul style="list-style-type: none"> <li>- Four six-page (minimum) issues on the above schedule per fiscal year</li> <li>- Newsletter specifics:</li> </ul>

	<ul style="list-style-type: none"> <li>• Size: 8-1/2" x 11" (folded to 8-1/2" X 5-1/2")</li> <li>• Number of pages: 6 (single page insert between folded 11"X17" sheet)</li> <li>• Paper: Paper and Color to be determined with approval of LQS.</li> <li>• Photos: 2-6</li> <li>• The newsletter is to be printed from disk output from desktop publishing system (Adobe InDesign for Windows, or an Adobe PDF file).</li> </ul> <p>-Link to PDF version of newsletter sent to subscribers of <i>Sediments</i> electronic list</p> <p>-PDF version of newsletter to be stored on Land Quality Section past issues archive</p>
4. Milestones	<p>-Topics for technical articles to be suggested by NCSU to LQS for approval and input six weeks prior to print time</p> <p>- SCC meeting is attended to take notes 4 weeks prior to print time</p> <p>-Draft newsletter in desktop published format sent to Land Quality Section staff for review 2.5 weeks prior to print time</p> <p>-Land Quality Section submits requested changes 2-3 business days prior to print time</p> <p>-Be available for periodic questions and answers via phone or email</p> <p>-Each completed newsletter should be submitted to DLR-Land Quality Section for approval. The newsletters must be approved before final printing.</p> <p>-Quarterly invoices due for all actual expenses claimed</p> <p>-Final report due with last invoice to summarize the project</p>
5. Environmental/Regulatory Constraints	N/A
6. Contract time period	<p>-The project must be completed between the projected contract dates of July 1, 2008 and May 1, 2009.</p> <p>-Each newsletter should be completed approximately 4 weeks after the quarterly SCC meeting, except the fourth issue which must be completed by the contract end date (May 1, 2009).</p>
Payment Schedule	Bill payment upon submission as approved by contract administrator. Invoices will be submitted quarterly with itemized detail of actual charges for salary and expenses. Only expenses incurred during the inclusive dates of the contract will be invoiced.
Ownership of Equipment	N/A

Project Budget	<p><b>Project Budget</b></p> <p>Salary and Fringe.....\$20,500  Contracted Services .....\$ 500  Travel.....\$ 4,000  Printing .....\$ 6,000  Postage (standard mail) .....\$ 4,000  Total Direct.....\$35,000  Indirect Cost.....\$ 5,250</p> <p>Total.....\$ 40,250</p> <p><b><u>Budget Details</u></b></p> <p>Salary and Fringe: Spooner (10%), McLaughlin (1% cost-share), Markusic (15%), Line (2%) and Smith (5%), including 25% benefits.  Contracted Services: to assist with newsletter layout and prep  Travel: Interviewing costs, conference cost  Printing and Distribution: Printing, bulk mail and address, postage  Indirect Cost: 15% of Total Direct Cost</p>
Principal Investigator Contacts	Jean Spooner, Extension Specialist, BAE Dept., NCSU 919-515-8240
DENR Contract Administrator	Ashley Rodgers, Sediment Education Specialist 919-733-4574

**Key Personnel**

**Jean Spooner, Professor**, Director, Soil & Water Environmental Technology Center (SWETC), NCSU Water Quality Group, Professor, Water Quality Extension Specialist, Department of Biological and Agricultural Engineering, NC State University. Dr. Spooner is a Soil Scientist and Applied Statistician who has worked with the NCSU Water Quality Group since 1984. She performs statistical analyses to evaluate changes in water quality associated with nonpoint source (NPS) pollution controls, and provides technical assistance to NPS projects on water quality and land treatment monitoring designs and data analysis. Dr. Spooner holds a Ph.D. in Soil Science (minor in Statistics) from North Carolina State University, a M.S. in Soil Science (minor in Statistics) from North Carolina State University, a M.S. in Applied Statistics from Utah State University, and a B.S. in Agronomy from Cornell University.

**Catherine Smith**, Extension Assistant, Department of Biological and Agricultural Engineering, North Carolina State University. She has expertise in web development, desktop publishing, editing, database management, and conference and workshop/tour coordination. Ms. Smith holds a BA in Communication from N.C. State University.

**Richard A. McLaughlin**, Ph.D. grew up in Maryland and received his B.S. in Forest Management at Virginia Tech in 1979. He continued his education at Purdue University, studying the fate of nitrogen in the environment. After receiving his Ph.D. in 1985, he spent several years doing postdoctoral research on pesticide fate in the environment, both at Purdue and North Carolina State University. Dr. McLaughlin then worked for a

major crop protection company for five years in both environmental fate and analytical chemistry areas. He has been an Associate Professor and Extension Specialist in the Soil Science Department since 1993. Current projects include the use of buffers of various types to reduce sediment, nutrients, and pesticides in runoff, environmental fate of nutrients and pesticides in turf, predicting ground water vulnerability to pesticides, and optimizing sediment control systems.

**Daniel E. Line**, Water Quality Extension Specialist, Department of Biological and Agricultural Engineering, North Carolina State University. Mr. Line is an Agricultural Engineer with expertise in water quality modeling, cropland erosion and sedimentation research, conservation practices, watershed assessment, geographic information systems (GIS), and water quality monitoring. Mr. Line is a P.E. and holds M.S. and B.S. degrees in Agricultural Engineering from The Pennsylvania State University.

**Melanie Markusic**, Extension Associate, Department Soil Science.