

## 2014 Annual Report Development Timeline

**September 18, 2014:** Introduce Contractor to the Implementing Committee and discuss Annual Report Draft Timeline.

**October 14-24, 2014:** EAHCP staff to meet with EAA/NB/SM-Texas State University/SAWS/TPWD to discuss required sections, format and USFWS comments on 2013 report.

**November 21, 2014:** First deadline for EAA/NB/SM-Texas State University/SAWS/TPWD to submit to EAHCP staff their required sections of the Annual Report for submission to Contractor.

**December 1, 2014:** Final outline and literature review due from Contractor. Request photos from permittees.

**December 18, 2014:** Presentation of the outline for the Annual Report. Contractor will present at this meeting and should be prepared to answer any questions about the Annual Report development.

**December 22, 2014:** Final deadline for submittal of all Annual Report language.

**January 13, 2015:** 1<sup>st</sup> draft of the Annual Report due from Contractor.

**January 15, 2015:** Distribute 1<sup>st</sup> Draft Annual Report to the Implementing Committee, Stakeholder, and Science Committees for review (FMA § 7.5.3b). Contractor presents Draft Annual Report to the Implementing Committee.

**January 30, 2015:** Comments on Draft Annual Report due to EAHCP staff from Implementing, Stakeholder, and Science Committees.

**February 3, 2015:** Meeting with Contractor/EAA to discuss incorporation of received comments.

**February 12, 2015:** Revised (redlined) Draft Annual Report due from Contractor.

**February 13, 2015:** Revised (redlined) 2<sup>nd</sup> Draft Annual Report distributed.

**February 19, 2015:** Presentation of revisions to the Annual Report by the Contractor at the Implementation Committee Meeting.

**February 27, 2015:** All final comments must be received regarding the report from Implementing, Stakeholder, and Science Committees.

**March 11, 2015:** Receive Final Annual Report from the Contractor.

**March 13, 2015:** Distribute Final Annual Report to the Implementing Committee.

**March 19, 2015:** Implementing Committee to authorize Program Manager to submit Final Annual Report to USFWS.

**March 24, 2015:** Submit hard copies of the Annual Report to the Austin and Albuquerque offices of USFWS via postal service.

**March 31, 2015:** Deadline for submission to USFWS (ITP § T).