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# CERP Guidance Memorandum

South Florida Water Management District – Jacksonville District, U.S. Army Corps Of Engineers

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**CGM NUMBER-REVISION:** 013.03

**EFFECTIVE DATE:** 09/30/03

**CATEGORY:** General

**SUBJECT:** Acronyms and Glossary of Terms

## **DESCRIPTION:**

This memorandum provides a list of acronyms and a glossary of terms to aid Comprehensive Everglades Restoration Plan (CERP) Project Delivery Team (PDT) members by providing a quick reference to acronyms used, as well as a common definition of terms, as they relate to the CERP business processes. This memorandum will establish uniform and acceptable language that will allow for effective communication of terms and concepts across agency boundaries.

## **GUIDANCE:**

The acronyms and glossary provided in Attachments 1 and 2, respectively, are provided for informational purposes. Additional acronyms, abbreviations, terms and definitions are provided on the official CERP web site at [www.evergladesplan.org](http://www.evergladesplan.org).

## **APPLICATION:**

Terms and concepts provided in this memorandum may be utilized immediately as applicable.

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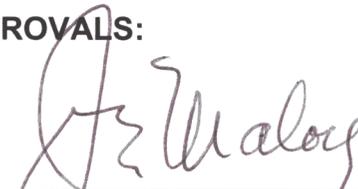
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CGM NUMBER-REVISION: 013.03

**APPROVALS:**

  
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**John R. (Jack) Malloy**  
Chief Executive Consultant, Water Resources  
South Florida Water Management District

DATE: 9/30/03

  
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**Dennis R. Duke**  
CERP Program Manager,  
U.S. Army Corps of Engineers

DATE: 9/30/03

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## ATTACHMENT 1

### ABBREVIATIONS, ACRONYMS and TERMS

8.5 SMA	8.5 Square Mile Area
AAPB	Advanced Acquisition Planning Board
AAT	Adaptive Assessment Team (sub-team of RECOVER)
ABM	Estero Bay Agency for Bay Management
ACOE	U.S. Army Corps of Engineers
ACWP	Actual Cost of Work Performed
ADCIRC	Advanced Circulation
ADP	Automated Data Processing
ADR	Alternative Dispute Resolution
A-E	Architect-Engineer
AE&D	Advanced Engineering and Design
AF	Acre Foot
AFB	Alternatives Formulation Briefing
AHPA	Archeological and Historic Preservation Act
AIS	Automated Information Systems
AIWW	Atlantic Intracoastal Waterway
AOR	Area of Responsibility
ASA(CW)	Assistant Secretary of the Army for Civil Works
ASA(FM&C)	Assistant Secretary of the Army for Financial Management & Contracting
ASAP	As Soon As Possible
ASR	Aquifer Storage and Recovery
AST	Aboveground Storage Tanks
ATLSS	Across Trophic Level System Simulation
AWT	Advanced Wastewater Treatment
BA	Budget Analyst
BA	Biological Assessment
BAC	Budget at Completion
BBCW	Biscayne Bay Coastal Wetlands
BBRRCT	Biscayne Bay Regional Restoration Coordination Team

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BC	Benefit-Cost
BCB	Big Cypress Basin
BCNP	Big Cypress National Preserve
BCOE	Bidability, Constructability, Operability and Environmental
BCR	Benefit Cost Ratio
BCWP	Budgeted Cost of the Work Performed
BCWS	Budgeted Cost of the Work Scheduled
BEA	Bureau of Economic Analysis
BEBR	Bureau of Economic and Business Research
bgd	billion gallons per day
bls	below land surface
BMO	Business Management Office
BMP	Best Management Practice
BNP	Biscayne National Park
BO	Biological Opinion
BOD	Biochemical Oxygen Demand
BOD	Beneficial Occupancy Date
BRD	Biological Resources Division
BY	Budget Year
BY+1	The Budget Year plus one year
C	Canal
C-1	Canal 1
C-25	Canal 25
C-54	Canal 54
C-111	Canal 111
C2	“Contracts Outside Government” in CEFMS
C&SF	Central and Southern Florida Project
CAA	Clean Air Act
CAAD	Computer Aided Architectural Design
CAC	Content Area Coordinator
CADD	Computer Aided Design and Drafting
CAP	Continuing Authorities Program
CAR	Coordination Act Report
CARL	Conservation and Recreational Lands
CATEX	Categorical Exclusion

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CAW	Content Area Webmaster
CBD	Commerce Business Daily
CBP	Corporate Business Process
CBRA	Coastal Barrier Resources Act (COBRA)
CCAM	Carrying Capacity Analysis Model
CCAP	CGM Compliance Assessment Program
CCB	Change Control Board
CCCRF	CERP Change Control Request Form
CCG	Consolidated Command Guidance
CCMP	Comprehensive Conservation and Management Plan
CCNA	Consultants Competitive Negotiation Act
Cd	Cadmium
CEFMS	Corps of Engineers Financial Management System
CEMRS	Corps of Engineers Manpower Requirements System
CEQ	Council on Environmental Quality
CERCLA	Comprehensive Environmental Response Compensation and Liability Act
CERP	Comprehensive Everglades Restoration Plan
CERPRA	Comprehensive Everglades Restoration Plan Regulation Act (373.1502 F.S)
CESAJ	U.S. Army Corps of Engineers, Jacksonville District
CE SAD	U.S. Army Corps of Engineers, South Atlantic Division
CFR	Code of Federal Regulations
CFS	Cubic Feet Per Second (cfs)
CFY	Current Fiscal Year
CG	Construction General
CGM	CERP Guidance Memorandum
CGTC	CADD/GIS Technical Center
CH3D-IMS	Chemical Hydrologic 3-D Integrated Modeling System
CIP	Construction in Progress
CMR	Command Management Review
COB	Command Operating Budget
COB	Close of Business
COD	Chemical Oxygen Demand
COE	U.S. Army Corps of Engineers
Corps	U.S. Army Corps of Engineers
COTS	Commercial Off-the-Shelf
CPI	Cost Performance Index
CPM	Critical Path Method

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CPN	Critical Path Network
CRA	Continuing Resolution Authority
CREW	Corkscrew Regional Ecosystem Watershed
CRG	Corporate Review Group
CRGGE	Committee on the Restoration of Golden Gate Estates
CROGEE	Committee on Restoration of the Greater Everglades Ecosystem
CSDGM	Content Standard for Digital Geospatial Metadata
CSOP	Combined Structural and Operational Plan
CSSS	Cape Sable seaside sparrow
Cu	Copper
CV	Cost Variance
CVM	Contingent Valuation Method
CW	Civil Works
CWA	Clean Water Act of 1972, as amended
CWCCIS	Civil Works Construction Cost Index System
CWE	Current Working Estimate
CWIN	Civil Works Identification Number
CWMP	Caloosahatchee Water Management Plan
CY	Cubic yard
CZM	Coastal Zone Management
CZMA	Coastal Zone Management Act
DA	Department of the Army
DACS	Department of Agricultural and Consumer Services (same as DOACS)
DAR	Defense Acquisition Regulations
DCA	Florida Department of Consumer Affairs
D-CAR	Draft Coordination Act Report
DCE	Design Construction Evaluation
DCMO	Defense Contracting Management Office
DCT	Design Coordination Team
DDC	Deputy District Commander
DDE	Deputy District Engineer
DDR	Detailed Design Report
DDR	Design Documentation Report
DEIS	Draft Environmental Impact Statement
DEP	Department of Environmental Protection [Florida - FDEP]
DERM	(Miami-Dade County) Department of Environmental Resource Management (same as DERP)

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DERP	(Miami-Dade County) Department of Environmental Resources Management (same as DERM)
DHI	Danish Hydraulic Institute
DLG	Digital Line Graph
DM	Design Memorandum
DO	Dissolved Oxygen [D.O.]
DOACS	Florida Department of Agricultural and Consumer Services (same as DACS)
DOD	Dissolved Oxygen Demand
DoD	Department of Defense
DOE	Department of Energy
DOI	Department of the Interior
DOJ	Department of Justice
DOQQ	Digital Oration Quarter Quadrangle
DOT	Department of Transportation
DPA	Delegation of Procurement Authority
DPM	Deputy District Engineer for Programs and Project Management
DPR	Detailed Project Report
DPS	Detailed Project Study
DPW	Directorate of Public Works
DWS	Drinking Water Standards
E&D	Engineering and Design
EA	Environmental Assessment
EAA	Everglades Agricultural Area
EAB	(Chief of Engineers) Environmental Advisory Board
EAC	Estimate at Completion
EBAM	Ecological Benefits Assessment Method
EC	Engineering Circular
EDR	Engineering Design Report
EDU	Equivalent Dwelling Unit
EEE	Environmental and Economic Equity
EEL	Environmentally Endangered Lands
EEO	Equal Employment Opportunity
EEOC	Equal Employment Opportunity Commission
EFA	Everglades Forever Act (373.4592 F.S.)

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EFARS	Engineering Federal Acquisition Regulation Supplement
EFH	Essential Fish Habitat
E-HTRW	Environmental-Hazardous, Toxic, and Radioactive Waste
EI	Engineering Instruction
EIS	Environmental Impact Statement
ELM	Everglades Landscape Model
ELVM	Everglades Landscape Vegetation Model
EMB	Everglades Mitigation Bank
ENP	Everglades National Park
EO	Executive Order
EOC	Emergency Operations Center
EOY	End of Year
EPA	Environmental Protection Agency
EPJV	Everglades Partners Joint Venture
EPS	Enterprise Project Structure (Primavera application term)
EQ	Environmental Quality
ER	Engineering Regulation
ER	USACE Engineer Regulation
ERC	Environmental Regulatory Commission
ERD	Engineering Documentation Report
ERDC	Engineering Research and Development Center
ERP	State of Florida Environmental Resource Permit
ERR	Ecosystem Restoration Report
ESA	Endangered Species Act
ESFO	Environmental Support for Others
ET	Evapotranspiration
ETC	Estimate to Complete
F&A	Finance and Administration
F&M	Foundations and Materials
FAC	Florida Administrative Code
FACA	Federal Advisory Committee Act
FAD	Funding Authorization Document
FAP	Functional Area Plan
FAQs	Frequently Asked Questions
FAR	Federal Acquisition Regulation
FAS	Floridan Aquifer System
FASAB	Federal Accounting Standards Advisory Board

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FAST	Function Analysis System Technique
FB&FK FS	Florida Bay & Florida Keys Feasibility Study
FC	Flood Control
FCSA	Feasibility Cost Sharing Agreement
FDACS	Florida Department of Agriculture and Consumer Services
FDCA	Florida Department of Community Affairs
FDEP	Florida Department of Environmental Protection
FDOF	Florida Department of Forestry
FDOT	Florida Department of Transportation
FEIS	Final Environmental Impact Statement
FEMA	Federal Emergency Management Agency
FEMWATER	Finite Element Model Water
FERC	Federal Energy Regulatory Commission
FFWCC	Florida Fish and Wildlife Conservation Commission (same as FWC)
FGDC	Federal Geographic Data Committee
FGFWFC	Florida Game and Fresh Water Fish Commission
FGS	Florida Geological Survey
FHWA	Federal Highway Administration
FIFR	Final Integrated Feasibility Report
FIPS	Federal Information Processing Standards
FIT	Florida Institute of Technology
FIU	Florida International University
FIU	Field Interface Unit
FKAA	Florida Keys Aqueduct Authority
FKCCS	Florida Keys Carrying Capacity Study
FKEC	Florida Keys Electric Cooperative
FKNMS	Florida Keys National Marine Sanctuary
FKTR	Florida Keys Tidal Restoration
FLUCCS	Florida Land Use, Cover and Forms Classification System
FMRI	Florida Marine Research Institute
FNAI	Florida Natural Areas Inventory
FOIA	Freedom of Information Act
FONSI	Finding of No Significant Impact
FORCON	Force Configuration
PPFWCD	Fort Pierce Farm Water Control District
FPL	Florida Power and Light Company
FPPA	Farmlands Protection Policy Act
FRC	Feasibility Review Commission

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FS	Florida Statutes
FS	Feasibility Study
FSI	Formed Suction Intake
FSM	Feasibility Scoping Meeting
FSTWMA	Francis S. Taylor Wildlife Management Area
FTE	Full-Time Employee
FTE	Full Time Equivalent
FWC	Florida Fish and Wildlife Conservation Commission (same as FFWCC)
FWCA	Fish and Wildlife Coordination Act
FWCAR	Fish and Wildlife Coordination Act Report
FWS	Fish and Wildlife Service (same as USFWS)
FY	Fiscal Year
G	Gated control structure
G&A	General and Administrative
GAC	Gulf American Corporation
GAO	General Accounting Office
GDM	General Design Memorandum
GGE	Golden Gate Estates
GGESC	Golden Gate Estates Study Committee
GI	General Investigation
GIS	Geographic Information Systems
GMS	Groundwater Modeling System
GOPR	Government Order Purchase Request
gpd/ft	gallons per day per foot
GPS	Global Positioning System
GRR	General Reevaluation Report
GSA	General Services Administration
H&H	Hydraulics and Hydrology
HAC	House Appropriations Committee
HAFB	Homestead Air Force Base
HEC	Hydrologic Engineering Center
Hg	Mercury
HMS	Hydrologic Modeling System
HQ	Headquarters (USACE) (same as HQUSACE)
HQUSACE	Headquarters, U.S. Army Corps of Engineers

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HSE	Hydrologic Systems Engine
HSG	Hydrologic Soil Group
HSPF	Hydrologic Simulation Program – Fortran
HTRW	Hazardous, Toxic and Radioactive Waste
I-95	Interstate 95
IAS	Intermediate Aquifer System
IAW	In Accordance With
IBI	Index of Biological Integrity
ICU	Intermediate Confining Unit
IDF	Inflow Design Flood
IDIQ	Indefinite Delivery, Indefinite Quantity
IFA	Indirect Fluorescent Antibody
IIS	Interagency and International Services (formerly known as Support for Others)
IM	Information Management
IMC	Interagency Modeling Center
IMPACT	Involved Motivated People Advancing Civic Thought
IMPLAN	Impact Analysis for Planning
IOP	Interim Operational Plan
IPR	In Progress Review
IQIDC	Indefinite Quantity and Indefinite Duration Contract
IRC	Issue Resolution Conference
IRL	Indian River Lagoon
ISOP	Interim Structural and Operation Plan
IT	Information Technology
ITR	Independent Technical Review
ITRT	Independent Technical Review Team
IWR	Institute for Water Resources
JLCEO	Joint Legislative Committee for Everglades Oversight
JMJV	Jacobs/MWH Joint Venture
K	Hydraulic conductivity
L	Levee
L31E	Levee 31 East
LAE	Limited Aquifer Exemption

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LAKE	Lake Okeechobee (same as LO)
LCPM	Life Cycle Project Management
LEC	Lower East Coast
LECWSP	Lower East Coast Water Supply Plan
LECRWSP	Lower East Coast Regional Water Supply Plan
LERRD	Lands, Easements, Right-of-Ways Relocation Disposal
LIDAR	Light Detection and Ranging Survey Data
LILA	Loxahatchee Impoundment Landscape Assessment
LNWR	Loxahatchee National Wildlife Refuge
LO	Lake Okeechobee (same as LAKE)
LOPA	Lake Okeechobee Protection Act (373.4595 F.S.)
LOWP	Lake Okeechobee Watershed Project
LWC	Lower West Coast
LWCWSP	Lower West Coast Water Supply Plan
M&I	Municipal and Industrial
MAP	Monitoring and Assessment Plan
MATOC	Multiple Award Task Order Contract
MBTA	Migratory Bird Treaty Act
MCACES	Micro Computer Aided Cost Engineering System
MCACES	Microcomputer Aided Cost Estimating System
MCC	Motor Control Center
MCL	Maximum Contaminant Level
MDRT	Model Development and Refinement Team
MEG	Model Evaluation Group
MFL	Minimum Flows and Levels
mgd	Million gallons per day
mg/l	Milligrams per liter
MIKE SHE	Michael System Hydrological European
MILCON	Military Construction Program
MINWR	Merritt Island National Wildlife Refuge
MIPR	Military Interdepartmental Purchase Request
MIS	Master Implementation Schedule
MLW	Mean Low Water
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
MPMP	Master Program Management Plan
MPRSA	Marine Protection, Research, and Sanctuaries Act

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MRT	Model Refinement Team
MSC	Major Subordinate Command
MSFCMA	Magnuson-Stevens Fishery Conservation and Management Act
MSL	Mean Sea Level
MSRP	Multi-Species Recovery Plan
MWD	Modified Water Deliveries (to ENP)
NAD 27	North American Datum of 1927 (superseded datum)
NAD 83	North American Datum of 1983 (horizontal datum)
NAS	Network Analysis System
NASA	National Aeronautics and Space Administration
NAVD 88	North American Vertical Datum of 1988 (vertical datum)
NCR	Non Conformance Report
NED	National Economic Development
NEP	National Estuary Program
NEPA	National Environmental Policy Act
NER	National Ecosystem Restoration
NESRS	North East Shark River Slough (same as NESS below)
NESS	Northeast Shark Slough (same as NESRS above)
NGGE	Northern Golden Gate Estates
NGP	Noticed General Permit
NGVD	National Geodetic Vertical Datum
NHD	National Hydrography Dataset
NHPA	National Historic Preservation Act
Ni	Nickel
NIMBY	Not In My Back Yard
NLT	Not Later Than
NMFS	National Marine Fisheries Service
NOAA	National Oceanic and Atmospheric Administration
NOS	National Ocean Service
NPDES	National Pollutant Discharge Elimination System
NPS	National Park Service
NRCS	Natural Resources Conservation Service and (same as USDA - NRCS)
NRCS	National Resource Conservation Survey
NSH	National System Hydrology
NSM	Natural Systems Model
NSSDA	National Standard for Spatial Data Accuracy

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NTE	Not To Exceed
NTP	Notice to Proceed
NTU	Nephelometric Turbidity Unit
O&M	Operations and Maintenance
OA	Organic Act
O/A	On or About
OASA (CW)	Office of the Assistant Secretary of the Army for Civil Works
OBS	Organizational Breakdown Structure
ODMDS	Ocean Dredged Material Disposal Site
OER	Office of Everglades Restoration, U.S. Department of the Interior
OFW	Outstanding Florida Water
OGC	FDEP Office of General Counsel
OMB	Office of Management and Budget
OMRR&R	Operation, Maintenance, Repair, Replacement, and Rehabilitation
OPE	Other Program Element
OPE	Other Project Element
OPTI	Optimization model
OSDS	On-Site Disposal System
OSE	Other Social Effects
P	Phosphorus
P&G	Principles and Guidelines
P&S	Plans and Specifications
P2	COTS replacement for PROMIS
P3e	Primavera Project Planner for the Enterprise
PAC	Post Authorization Change Report
PAL	Planning Aid Letter
PAO	Public Affairs Office
PAR	Planning Aid Report
Pb	Lead
PBAC	Program Budget Advisory Committee
PCA	Project Cooperation Agreement
PCE	Project Cost Estimate
PDF	Portable Document Format (Adobe Acrobat)
PDT	Project Delivery Team
PE	Professional Engineer
PE&D	Planning, Engineering and Design

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PED	Pre-construction Engineering and Design
PEIS	Programmatic Environmental Impact Statement
PES	Project Executive Summary
PERLND	Pervious Lands Module
PFDR	Project Formulation Data Report
PFSM	Plan Formulation Scoping Meeting
PgDT	Program Delivery Team
PGL	Planning Guidance Letter
PgM	Program Manager
PgMP	Program Management Plan
PIM	Project Implementation Monitoring
PIR	Project Implementation Report
PL	Public Law
PLRG	Pollution Load Reduction Goal
PM	Project Manager
PMAP	Project Management Action Plan
PMBP	Project Management Business Process
PMC	Program Management Committee
PMIS	Project Management Information System
PMP	Project Management Plan
PMS	Performance Monitoring System
PNM	Price Negotiation Memorandum
PO	Purchase Order
POB	Public Outreach Plan (same as POP)
POCs	Pollutants of Concern
POC	Point of Contact
POP	Public Outreach Plan (same as POB above)
ppb	Parts per billion
PPDR	Pilot Project Design Report
ppm	Parts per million
PPM	Program and Project Management
PPQC	Post Product Quality Control
PPP	Public-Private Partnership
ppt	Parts per thousand
PPTDR	Pilot Project Technical Data Report
PRB	Project Review Board
PR&C	Purchase Request & Commitment
PRISM	Project Resource Information System for Management

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PROMIS	Programs Management Information System
PSP	Project Study Plan
PSTA	Pheriphyton-based Stormwater Treatment Area
PTL	Project Team Leader
PVC	Polyvinyl chloride
PWPRG	Public Workshop Project Review Group
PY	Program Year
Q&A	Question and Answer
QA	Quality Assurance
QC	Quality Control
QCM	Quality Control Manager
QCP	Quality Control Plan
QM	Quality Management
R&D	Research and Development
RA	Remedial Action
RAI	Request for Additional Information
RAM	Responsibility Assignment Matrix
RAPB	Regional Acquisition Planning Board
RAR	Responsibility Assignment Report
RASTA	Reservoir-Assisted Stormwater Treatment Area
RBC	Regional Business Center
RCRA	Resource Conservation and Recovery Act
RD	Remedial Design
RE	Real Estate
RECOVER	Restoration Coordination and Verification
RED	Regional Economic Development
RED	Regional Economic Development Effects
REMIS	Real Estate Management Information System
REP	Real Estate Plan
RES	Real Estate Supplement
Restudy	C&SF Project Comprehensive Review Study
RET	Regional Evaluation Team (sub-team of RECOVER)
RFB	Request for Bids
RFI	Request for Information
RFP	Request for Proposals
RFQ	Request for Quotations

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RI	Remedial Investigation
RIMS	Regional Input-Output Modeling System
RM	Regional Management Board
RMO	Resource Management Officer
RMS	Resident Management System
ROD	Record of Decision
ROW	Right-of-Way
RP	Resource Provider
RPA	Reasonable and Prudent Alternative
RPAO	Real Property Accountability Officer
RPC	(South Florida) Regional Planning Council
RTA	Ready To Advertise
RTU	Remote Terminal Unit
S	Structure
S&A	Supervision and Administration
SA	System Administrator
SAC	Senate Appropriations Committee
SACCR	Project Schedule and Cost Change Request
SAD	South Atlantic Division
SADBU	Small and Disadvantaged Business Utilization
SAJ	South Atlantic Division Jacksonville District
SAP	Sampling and Analysis Plan
SAV	Submerged Aquatic Vegetation
SAS	Surficial Aquifer System
SCADA	Supervisory Control and Data Acquisition
SCORP	Statewide Comprehensive Outdoor Recreation Plan (same as SCORP below)
SCORP	State Comprehensive Outdoor Recreation Plan (same as SCORP above)
SCP	Spreader Canal Project
SCS	Soil Conservation Service
SDCS	South Dade Conveyance System
SDS	Spatial Data Standards
SDSFIE	Spatial Data Standards for Facilities, Infrastructure and Environment
SEIS	Supplemental Environmental Impact Statement
SES	Senior Executive Service
SESI	System-wide Environmental Suitability Index
SFERTF	South Florida Ecosystem Restoration Taskforce

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SFWMD	South Florida Water Management District
SFWMM	South Florida Water Management Model
SFWQPP	South Florida Water Quality Protection Plan
SGGE	Southern Golden Gate Estates
SGWEA	Southern Glades Wildlife and Environmental Area
SHPO	Florida State Historic Preservation Office (same as SHPO below)
SHPO	State Historic Preservation Officer (same as SHPO above)
SI	Site Investigation
SICS	Southern Inland and Coastal System
SIRL	South Indian River Lagoon
SJRWMD	St. Johns River Water Management District
SJRWMM	St. Johns River Water Management Model
SLE	St. Lucie Estuary
SLE Model	St. Lucie Estuary Model
SLR	St. Lucie River
SM	Study Manager
SMA	Square Mile Area
SME	Subject Matter Expert
SMMP	Monroe County Stormwater Management Master Plan
SOE	Save Our Everglades
SOFIA	South Florida Information Access ( <a href="http://sofia.usgs.gov">http://sofia.usgs.gov</a> )
SOP	Standard Operating Procedure
SOR	Save Our Rivers
SOS	Scope of Services
SOW	Statement of Work
SOW	Scope Of Work
SPI	Schedule Performance Index
SPIR	Special Project Implementation Report
SPM	Shoreline Protection Manual
SPS	Standard Procurement System
SPT	Standard Penetration Test
SQAG	Sediment Quality Assessment Guidelines
SR	State Road or State Route
SRM	Safety Risk Management
SRWMD	Suwannee River Water Management District
SSM	Site Selection Matrix

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SSS	Steady State Seepage
STA	Stormwater Treatment Area
STDA	Stormwater Treatment and Distribution Area
STORET	STORage and RETrieval
SV	Schedule Variance (earned value term)
SWIM	Surface Water Improvement and Management
SWMP	Monroe County Sanitary Wastewater Master Plan
TAC	Technical Advisory Committee
TBA	To Be Announced
TBD	To Be Determined
TCC	Technical Coordinating Committee
TCPI (BAC)	To-Complete Performance Index within budget amount
TCPI (EAC)	To-Complete Performance Index within projected estimate to complete
TDR	Technical Data Report
TDS	Total Dissolved Solids
TI	Technical Indirect
TIME	Tides and Inflows in the Mangroves of the Everglades
TINS	Triangular Irregular Network of Points
TLM	Total Labor Multiplier
TMDL	Total Maximum Daily Load
TN	Total Nitrogen
TNC	The Nature Conservancy
TOC	Total Organic Carbon
TP	Total Phosphorus
TRC	Technical Review Conference
TRT	Technology Resource Team
TSS	Total Suspended Solids
TQM	Total Quality Management
TVSS	Transient Voltage Surge Suppression
UDI	Under the Direct Influence (of surface water)
UEC	Upper East Coast
UIC	Underground Injection Control
US	United States
USACE	U.S. Army Corps of Engineers
USDA-NRCS	U.S. Department of Agriculture-Natural Resources Conservation Service (same as NRCS)

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USDW	Underground Source of Drinking Water
USEPA	U.S. Environmental Protection Agency
USFWS	U.S. Fish and Wildlife Service (same as FWS below)
USGS	United States Geological Survey
UST	Underground Storage Tank
VE	Value Engineering
VEC	Valued Ecosystem Component
VECP	Value Engineering Change Proposal
VEM	Value Estimation Model
VEO	Value Engineering Officer
VEP	Value Engineering Proposal
VES	Value Engineering Study
VTC	Video Teleconference
WAD	Work Authorization Document
WBS	Work Breakdown Structure
WCA	Water Conservation Area
WCC	Work Category Code
WCE	Work Category Element
WG	Working Group of the South Florida Ecosystem Restoration Taskforce
WMA	Wildlife Management Area
WOD	Works of the District
WPA	Water Preserve Area
WPBAC	Working Public Budget Advisory Committee
WQ	Water Quality
WQC	Water Quality Certification
WQCE	Water Quality Criteria Exemption
WQPP	Water Quality Protection Program
WQ Team	Water Quality Team
WRAC	Water Resources Advisory Committee
WRAP	Wetland Rapid Assessment Procedure
WRD	Water Resources Development Act (same as WRDA)
WRDA	Water Resources Development Act (same as WRD)
WRPRG	Water Resources Project Review Group
WS	Water Supply
WTP	Willingness to Pay
WTP	Water Treatment Plant

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WUP      Water Use Permit  
WW        Waste Water

Y2k        Year 2000

Zn         Zinc

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## ATTACHMENT 2

### GLOSSARY

**ACQUISITION PLAN:** The process by which the efforts of all personnel responsible for acquisition activities are coordinated and integrated through a comprehensive plan for fulfilling the agency needs in a timely manner and at a reasonable cost. It includes the development of the overall contracting strategy for managing the execution of assigned projects.

**ACTIVITY:** In P3e, activities are the fundamental work elements of a project. They are the lowest level of a work breakdown structure (WBS) and, as such, are the smallest subdivision of a project that directly concerns the project manager. Although you can divide activities into steps, an activity's primary resource is typically responsible for managing and tracking the progress of an activity's steps, while the project manager is typically responsible for managing and tracking the progress of the overall activity.

**ACTOR:** An Oracle Tutor term that refers to a job title associated with tasks in a business process or navigation instruction document. An actor is any employee who performs a task (or tasks) in a documented activity, e.g., Project Manager, Regional Business Center, Project Delivery Team, etc.

**ACTUAL COST OF WORK PERFORMED:** The costs actually incurred and recorded in CEFMS.

**ADVANCED ACQUISITION PLANNING BOARD:** A board established at the local level with acquisition planning oversight.

**APPROVAL AUTHORITY:** Individuals who can approve a product.

**APPROVED PMP:** A PMP that has been approved by local guidelines.

**AREA OF RESPONSIBILITY:** The recognized boundaries within which a district or center is the primary executing agent for the USACE.

**ASSUMPTIONS:** In the PMP, these are items that are considered true at the time they are documented.

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**AUTOMATED INFORMATION SYSTEM:** A combination of computer hardware and software, telecommunications information technology, and other resources that collect, record, process, store, communicate, retrieve, and display information.

**BASELINE PMP:** The original approved and signed PMP, free of any modifications.

**BUDGET AT COMPLETION:** The sum of all WBS costs established for the project as the baseline budget or an approved revised baseline budget.

**BUDGETED COST OF WORK PERFORMED:** The sum of the budgets for completed work packages or tasks and completed portions of open work packages or tasks.

**BUDGETED COST OF WORK SCHEDULED:** The sum of the budgets for the work packages scheduled to be completed at a point in time plus the apportioned budgets for work packages or tasks scheduled to be partially complete at that time.

**BUSINESS PROCESS:** The over-arching process by which USACE supplies products and services to its customers; includes ER 5-1-11, the PMBP and P2. Also known as the Project Management Business Process (PMBP). The series of defined steps that guide a project manager through the process of initiating, planning, executing, and closing out work for a customer. The over-arching process recognizes that product-related process exists below this level.

**BUSINESS MANAGEMENT OFFICE:** The BMO serves as the Program Manager for the Regional Management Board and Command Council. As the PgM, it is responsible for near and long term planning, developing strategies and methods of institutionalization and sustainment for new and developing programs. In this role it determines the MSC's collective strategy in areas that affect fiscal health, future roles and the planning environment. The BMO is the "working arm" for the RMB. It devises appropriate metrics, assesses performance, advises leaders, and develops and implements solutions as required by the RMB. Office of Strategic Affairs is the counterpart to the Division BMO.

**C2:** Method of accomplishment. CEFMS term that stands for "contracts outside of government."

**CONFIGURATION MANAGEMENT BOARD (CMB):** The board that will manage the PMBP Manual and P2 operations and management.

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**CONTINUING AUTHORITIES PROGRAM:** Civil Works projects not specifically authorized by Congress.

**CONSTRAINTS:** In a schedule, imposed date restrictions used to reflect project requirements that cannot be built into the logic.

**COORDINATION ACCOUNT:** Funds for the Coordination Account are provided by the CAP account. See ER 1105-2-100 for additional information.

**CORPORATE BOARD:** A smaller division of the PRB made up of the Commander (DE) and selected key staff chiefs.

**CORRECTIVE ACTION:** Action taken to eliminate the causes of an existing nonconformity, defect, or other undesirable situation in order to prevent recurrence.

**COST PERFORMANCE INDEX:** A measure of the efficiency of the dollar value budgeted for the work performed as a percentage of the dollars spent to do that work. It indicates how many dollars of scheduled effort were accomplished for every dollar spent.

**COST VARIANCE:** A measure of the difference between the cost budgeted for the work performed and the actual cost to do that work.

**CRITICAL PATH:** In a schedule, the longest continuous path of activities thru a project that determines the project completion date.

**CUBE:** An Oracle Express multidimensional database.

**CURRENT WORKING ESTIMATE:** Total cost of construction of a project, including contract, S&A, etc.

**CUSTOMER:** The customer, as used in this reference, is the provider of the funds for the execution of a project. The source of the funds is ultimately the customer. In general, the customer is any individual, group or organization for whom USACE delivers projects or services to meet specific needs. The intent of the use of the term is not to define a specific group of individuals or organizations, but rather to convey a corporate

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orientation of public service modeled after private industry’s “customer service” model. The true USACE customer is the American public.

**CUSTOMER ORDER:** A CEFMS term used to denote funding authority for work for others. Any work a District received on a reimbursable basis that is 100% none Corps-related.

**CUSTOMER SCOPE:** The agreed upon definition of the project the USACE is to execute. Ideally, the customer scope is the product of a synergistic effort between the customer and the USACE. The customer scope becomes part of the PMP.

**DEPUTY DISTRICT ENGINEER FOR PROGRAMS AND PROJECT MANAGEMENT (DPM):** The civilian deputy to the District Commander. DPM as used in this manual includes Center (formerly Huntsville & Transatlantic Divisions) positions such as Deputy for Programs and Technical Management and Deputy for Programs and Project Management/Project Delivery Team.

**DEPUTY FOR SMALL BUSINESS:** Individual who has the responsibility for the small business acquisition program.

**DISTRICT PROGRAM MANAGER:** Individual with authority to manage a program at the District/Center level.

**EARNED VALUE:** An indicator of project progress, which measures actual product progress based on an objective measurement. Earned value provides a basis for common understanding by all members of the PDT. [Not in P3e exclusively – need other software to report EV]. It allows consistent analysis from project manager to project manager. It is highly recommended as the standard procedure for PMBP in assessing project status.

**EMPOWERMENT:** Having authority to exercise judgment and take action, with the responsibility for resultant positive or negative consequences.

**ESTIMATE AT COMPLETION:** An estimate of the total cost to complete the project at the current performance efficiency.

**ESTIMATE TO COMPLETE:** An estimate of the remaining cost to complete the project at the current performance efficiency.

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**FUNCTIONAL ORGANIZATION:** Organization structure in which staff are grouped by technical specialty or mission area.

**GOVERNMENT ORDER:** A reimbursable order from other USACE entities issued as payment for goods and services received.

**INDEPENDENT TECHNICAL REVIEW (ITR):** A review by a qualified person or team, not affiliated with the development of a project/product or the supervision of such, for the purpose of confirming the proper application of clearly established criteria, regulations, laws, codes, principles an professional procedures.

**INDEPENDENT TECHNICAL REVIEW TEAM (ITRT):** An interdisciplinary group formed to perform the ITR.

**LEGACY SYSTEM:** A system still in use even though it has been superceded by a newer system.

**MAJOR SUBORDINATE COMMAND (MSC):** Preferred term to be used rather than “division.”

**MATRIX ORGANIZATION:** An organizational structure in which individuals share responsibility within their organization and as responsible members assigned to teams.

**MATRIX TEAM:** Group of people working across organizational boundaries for a common purpose.

**MENTORING:** Guiding and assisting in development of individual and group skills to enhance performance, by freely giving the benefits of one’s knowledge and experience to others.

**MIDDLE MAMAGEMENT TEAM:** Provides USACE resource solutions to facilitate successful PDT operations. Included in ER 5-1-11.

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**OPERATING BUDGET:** A formal, written plan that aligns the operating/mission requirements with the funding sources of an organization. Reflects the missions and specific command objectives of the organization, as well as any limitations and controls (e.g., constraining targets, available funds) imposed upon it. Provides the command with the means to control obligations and expenditures against approved funding levels. The objective of the operating budget is to provide managers with the ability to direct and control their resources to accomplish their mission and the ability to plan, organize and staff their operations.

**ORACLE TUTOR:** The software used to produce the USACE PMBP Manual (business process documents and training materials). Refer to the [USACEBP/P2website](#) for an overview of Oracle Tutor, and its functionality.

**P2:** Commercial off the shelf replacement for PROMIS that will allow for efficient work management and will interface with key legacy USACE AISs.

**P3e:** Primavera Project Planner for the Enterprise. Project management software that will integrate with other modules of P2 allowing PDTs to more efficiently manage their projects.

**PROCESS DOCUMENT:** A Oracle Tutor type of document that includes any document required by an employee to perform his/her job effectively; process documents reflect actual practice, are audited regularly, are kept up to date, and are distributed to all affected employees.

**PRODUCT:** End result of activities for which funds can be received.

**PROGRAM:** A group of projects or recurring services that may be categorized by funding source, requirements defined in the program management plan, or other common criteria for which resources are allocated and collectively managed.

**PROGRAM DELIVERY TEAM (PgDT):** refer to the definition for Project Delivery Team. The PgDT operates in a similar fashion, only at the program level instead of the project level.

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**PROGRAM MANAGEMENT:** Component of the PMBP undertaken by all USACE echelons to manage programs. It consists of the development, justification, management, defense and execution of programs within available resources, in accordance with applicable laws, policies, and regulations, and includes accountability and performance measurements. Under program management, programs, projects and other commitments are aggregated for oversight and direction by the organization's senior leadership. Program management takes project management to a greater level of interdependence and broadens the corporate perspectives and responsibilities.

**PROGRAM MANAGER:** One who manages some or all undertakings within a unique classification. A program manager can manage any combination of other program and project managers.

**PROGRESSING:** A P3e term – progressing (or statusing) a project schedule is the process of entering actual start and/or finish dates, percent completes and/or remaining durations, resource usage and cost against an activity within a schedule.

**PROJECT:** Any work intended to produce a specific expected outcome. A project has a defined scope, quality objectives, schedule, and cost. Internal services are discrete projects when they are non-recurring or of special significance.

**PROJECT DELIVERY TEAM:** Project Delivery Team (PDT) is responsible and accountable for ensuring that effective, coordinated actions combine to deliver the completed project according to the PMP. The PDT shall consist of everyone necessary for successful development and execution of all phases of the project. PDT members will include the customer, the PM, representatives from various technical disciplines within USACE, stakeholders, representatives from other federal or state agencies, vertical members from division and headquarters, and others necessary to effectively develop and deliver a successful project. The team composition can vary greatly, depending on the specific goals and expectations of the customer. The USACE team members may come from any functional area or geographic location, and are selected solely on their ability to successfully plan and execute their portion of the project and may be on the team full time or only on a temporary basis.

**PROJECT MANAGEMENT:** The application of knowledge, skills, tools, and techniques to project activities in order to meet or exceed defined expectations.

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**PROJECT MANAGEMENT BUSINESS PROCESS (PMBP):** The fundamental USACE practices and procedures used to deliver quality projects. It reflects the USACE corporate commitment to provide “customer service” that is inclusive, seamless, flexible, effective, and efficient. It embodies communication, leadership, systematic and coordinated management, teamwork, partnering, effective balancing of competing demands, and primary accountability for the life cycle of a project.

**PROJECT MANAGEMENT PLAN (PMP) (PgMP for Programs):** A living document used to define expected outcomes and guide project (or program) execution and control. Primary uses of the PMP or PgMP are to facilitate communication among participants, assign responsibilities, define assumptions, and document decisions. Establishes baseline plans for scope, cost, schedule and quality objectives against which performance can be measured, and to adjust these plans as actual performance dictates. The PMP or PgMP is developed by the project delivery team (PDT).

**PROJECT MANAGER:** The project manager (PM) is the leader of the project delivery team who must seamlessly integrate USACE efforts to deliver the best possible solution for the customer. The PM manages all project resources, information and commitments, facilitates the PDT toward effective project development and execution, and is the customer’s primary interface within the Corps.

**PROJECT REVIEW BOARD (PRB):** Outline the roles and responsibilities for decision making at the district level.

**PROJECT TEMPLATE:** A set of activities and associated information that serves as a framework for a project plan or part of a project plan. Project templates can be generic or more detailed, and can include one or an unlimited number of activities, a work breakdown structure (WBS), organizational breakdown structure (OBS) definitions, predecessor and successor relationships between activities, activity role and resource assignments, expenses, work products and documents, activity codes, and estimation data. Users can select, combine, and tailor templates to meet specific project requirements. Standard P2 project templates will be established for mission specific work (e.g., Military, Civil Works, Environmental, IIS and R&D). The standard templates will act as boilerplates and provide structured options for project managers to increase the efficiency of the P2 project initiation process. The standard project templates will also help ensure consistent tracking of project data throughout USACE.

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**PROMIS:** Legacy project management system

**QUALITY:** The totality of features and characteristics of a product or service that bear on its ability to meet the stated or implied needs and expectations of the customer as well as address applicable laws, regulations and professional standards. The quality requirements applicable to a given project are negotiated among the PDT members (which includes the customer) and are documented in the PMP.

**QUALITY ASSURANCE (QA):** An integrated system of management activities involving planning, implementation, assessment, reporting, and quality improvement to ensure that a process, item, or service is of the type and quality needed to meet project requirements defined in the PMP.

**QUALITY CONTROL (QC):** The overall system of technical activities that measures the attributes and performance of a process, item, or service against defined standards to verify that they meet the stated requirements established in the PMP; operational techniques and activities that are used to fulfill requirements for quality.

**QUALITY MANAGEMENT:** Processes required to ensure the project will satisfy the needs and objectives for which it was undertaken, consisting of quality planning, quality assurance, quality control, and quality improvement.

**QUALITY MANAGEMENT PLAN:** A formal document describing in comprehensive detail the necessary QA, QC, and other technical activities that must be implemented to ensure that the results of the work performed satisfy the stated performance criteria.

**QUALITY SYSTEM:** A structured and documented management system describing the policies, objectives, principles, organizational authority, responsibilities, accountability, and implementation plan of an organization for ensuring quality in its work processes, products (items), and services. The quality system provides the framework for planning, implementing, and assessing work performed by the organization and for carrying out required QA and QC.

**REFERENCE DOCUMENT:** Oracle Tutor terminology. A document used to convey guidelines or parameters required to complete a task or activity – for example, checklists, tables, and charts.

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# CERP Guidance Memorandum

South Florida Water Management District – Jacksonville District, U.S. Army Corps Of Engineers

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**CGM NUMBER-REVISION:** 013.03

**REGIONAL ACQUISITION PLANNING BOARD:** A board established at the regional level with acquisition planning oversight.

**REGIONAL BUSINESS CENTER (RBC):** The group formerly known as the Major Subordinate Command. Consists of the MSC office and its districts. It is more of a concept than an entity. The RBC as itself has no specific roles and responsibilities. However, the RMB acts on behalf of the RBC.

**REGIONAL MANAGEMENT BOARD (RMB):** The purpose of the RMB is to stimulate the development and execution of plans, using the resources to accomplish the goals and objectives of the Regional Business Center (RBC).

**RESOURCE:** Any USACE or non-USACE personnel with expertise to facilitate successful completion of a project by the PDT, including the customer.

**RESOURCE PROVIDER:** Any organization, or part of an organization, which provides a member of a PDT or PgDT.

**RESPONSIBLE EMPLOYEE:** In P2, responsible employee defines the person who has system permissions and authorities to enter data, update data, etc. The P2 RE may not be the same as a responsible employee for other legacy systems, e.g., CEFMS.

**SAFETY:** Freedom from injury, damage or hazards, involving no risk, a project attribute integral with project quality.

**SCHEDULE PERFORMANCE INDEX:** A measure of the efficiency of performance against the schedule. It indicates how many days of scheduled effort were earned for every day worked.

**SCHEDULE VARIANCE:** A measure of the difference between the budgeted dollar value of work performed versus the budgeted dollar value of the work scheduled to be completed. Comparing budgeted cost of accomplished work to budgeted cost of scheduled work indicates the difference caused by schedule changes.

**SCOPE:** A high level description of the desired project. The first time through the PMP Development, you would have a very high level of scope and then in future iterations, the PDT will develop the full scope of work.

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**STAKEHOLDERS:** Individuals and organizations who are involved in or may be affected by the project but do not provide funds toward the execution of the project.

**SYSTEM ADMINISTRATOR:** The USACE employee who will be responsible for initiating the project in the P2 AIS.

**TESTIMONY PREPAREDNESS REVIEW:** The compilation of project and program budgetary information with subsequent meetings and briefings to prepare USACE personnel for Congressional testimony.

**THRESHOLDS:** A project management technique in which the user specifies a threshold parameter and a lower and/or upper threshold value against which project data can be evaluated to identify issues that the project manager wants to track. An issue is automatically generated when a threshold parameter is equal to or less than the lower threshold value, or equal to or more than the upper threshold value.

**THOMAS AMENDMENT:** Section 211 of Water Resource Development Act of 2000 that governs the ability to accept work of non-Fed entities.

**TO-COMPLETE PERFORMANCE INDEX WITHIN BUDGET AMOUNT:** Work remaining divided by money remaining per the original budget estimate. Provides the efficiency improvement required over the budgeted efficiency to finish the project within the baseline budget.

**TO-COMPLETE PERFORMANCE INDEX WITHIN PROJECTED ESTIMATE TO COMPLETE:** Work remaining divided by money remaining based upon the total estimate at completion assuming the project efficiency remains unchanged from the current efficiency.

**TOTAL LABOR MULTIPLIER (TLM):** Multiplier applied to base labor cost to determine total unit cost of labor resources.

**UNFUNDED WORK:** Work which is planned and / or authorized but for which funds have not yet been appropriated.

**UNKNOWN PROGRAM LEVEL WORK:** Work not identifiable as specific projects, but foreseen, projected, unassigned, program level work that is expected to occur in the out years.

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**CGM NUMBER-REVISION:** 013.03

**VIRTUAL TEAM:** Team working across geographic or organizational boundaries without physical co-location.

**WORK BREAKDOWN STRUCTURE (WBS):** The WBS specifies a hierarchy of tasks and activities necessary to fulfill the objectives of the project. The WBS is structured in levels of work detail, beginning with the deliverable itself, and is then separated into identifiable work elements. The WBS templates provide the basic minimum structure needed to begin defining a project in P2 to allow upward reporting requirements to be a natural by-product of the project management process.

**WORKLOAD:** Everything that is done by the organization utilizing In-House or contractual resources. Workload involves anything for which the organization incurs costs (accrued expenditures) for a given fiscal year for both direct and reimbursable customers. It includes all funds expended including current year appropriated funds, funds carried over from prior years, reimbursable funds from other agencies, supplemental appropriations, transfer accounts, trust funds and local cash contributions. Workload includes expenditures for construction placement, design, operation and maintenance, real estate, overhead, etc. The performing USACE activity receives the credit for all workload it performs.

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