

**Guide Sheet**  
*Helpful Hints - for*  
*Developing Local Ownership of the Watershed*  
*Planning and Management Process*

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**The key to successful watershed management is stakeholder buy-in and ownership of the process. The following are a few basic suggestions for developing the critical process of ownership.**

Encourage the local stakeholders to assume as much responsibility as possible for:

**Identification of Stakeholders**

- Ask the stakeholders present to identify other categories of stakeholders that should be represented.
- Ask the stakeholders present identify individuals to represent the identified stakeholder categories.
- Ask the stakeholders individually who they will contact and bring to the next meeting.
- If there is an identified stakeholder category no one is willing to contact it may be appropriate to make that contact yourself.

**Logistics Issues**

- Scheduling meeting facilities
- Getting the key and unlocking the door
- Setting up the room – consider a round table discussion rather than a lecture format
- Setting the meeting date and time
- Establishing a consistent meeting time/date/location. Make it a routine

**Determining Meeting Content**

- Encourage the working group to identify an interim chair-person
- Before each meeting meet with the chair and coach them on what needs to happen during the meeting. Provide printed materials as appropriate.

## **Running the Meeting**

- Let the chair-person run the meeting.
- Ask for a time slot during the meeting to present your materials
- Allow the stakeholders to do most of the talking
- Listen to what they have to say

## **Leading the Planning Process**

- Provide the framework for developing a watershed management plan
- Turn the framework over to the chair-person and get out of the way
- Act as a facilitator bringing in additional outside expertise
- Arrange for getting the ink on the page

## **Transparency**

- Keep the process in the public eye
- Keep the process open and inclusive
- Operate “above board at all times”

## **Educational/Voluntary/Incentive Based**

- Minimize the threat
- Minimize logistical encumbrances
- Keeps it in a pro-active light

## **Major Pitfalls to Watch For**

- Volunteering to do everything for the group
- Overtly selling your agency’s services
- Taking sides on petty issues. Let’s keep it focused on the common good...
- Making it your project rather than theirs

For More information please contact the MU Extension Water Quality office at 205 Ag. Eng. Building, Columbia, MO 65211, telephone (573) 882 – 0085, or on the web at [WWW.Mowin.org](http://WWW.Mowin.org)

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