**USGS Protocol for Initial Coordination with NWS on a Flood Mapping Project**

Victor Hom, NWS Hydrologic Services Division

Larry Bohman, USGS, Water Science Field Team, Southeast

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The USGS FIM project manager (Water Science Center Data Chief or Investigations Chief) should coordinate with the local NWS Weather Forecast Office (WFO) contact. NWS contact information is available on the NWS webpage: <http://www.weather.gov/os/water/hydromap.htm>.

The USGS project manager shall notify the local NWS office of the USGS interest and intent in developing gage-linked AHPS Flood Inundation Maps. If the project manager is unable to reach the local NWS office, they should contact Victor Hom, NWS Flood Inundation Mapping Services Leader, at 301-713-0006 x173. After a brief explanation of the project, the project manager shall make a request to the local NWS office to further coordinate within his/her NWS organization about this interest and for additional support from his/her respective River Forecast Center, Regional Hydrologic Services Division, and NWS Headquarters Hydrologic Services and to have a follow-up meeting.

The follow-up meeting should resolve the following questions/issues:

* Is the WFO interested in collaborating in the development of the gage-linked static inundation maps for this gage location (forecast point) through AHPS?
* Who will serve as the respective USGS/NWS contact points for the proposed gage-linked inundation mapping project?
* Would the NWS be willing to provide one or more reviewers for the project at predetermined phases within the proposed timelines of the project?
* What is the timeline for the identified project milestones?
* Are changes anticipated in flood warning stages at this site? Is the planned range in stages adequate?
* The NOAA-USGS approved checklist at: http://water.usgs.gov/osw/flood\_inundation/usgs/tech-guidance.html should be reviewed at the follow-up meeting.

Following the meeting, the project manager should prepare a brief memo a listing NWS/USGS participants, roles, responsibilities, and actions items identified during the meeting. The memo should be routed to all participants and to Victor Hom (Victor.Hom@noaa.gov),