**LaRosa Partnership Program General Timeline**

**January**: Request for Proposals (RFP) go out for Laboratory Analytical Services and Organizational Support. These are two different documents which are available on the LaRosa Partnership Program (LPP) website: <https://dec.vermont.gov/watershed/map/monitor/larosa>

**Late January/Early February**: Proposals for individual water quality monitoring projects are due.

**February:** Proposals are read by your watershed coordinator and LaRosa Partnership Program staff. Staff will respond to the proposals with adjustments and decisions based on available funding.

**February/March:** Submit a Quality Assurance Project Plan (QAPP). The QAPP outlines the steps to take throughout a water quality monitoring project in order to ensure the data will meet project requirements.

**March/April:** Annual training will be held. This is a meeting to train the LPP partners and give an orientation to the project.

QAPPs are approved by DEC.

**May-October:** Sample collection occurs based on the schedule each partner establishes in their QAPP. A LaRosa staff member will conduct at least one site visit for each partner.

**November:** Start writing final reports. Deadlines for each partner are specified in the QAPP.