

BayFAST Implementation Plan Development

Steps	Notes
Login	www.bayfast.org
If you do not have a log in username or password, select 'create a new account '	There are no restrictions on who may have a login.
Edit login credentials	Select Edit Profile at the top right of the page, under the BayFAST banner. You must be logged in to see this.
Draw a facility	
Identify the location for which you want to make a plan	Select the blue polygon from the Edit Parcels menu. Then draw the outline of the parcel for which you will be preparing a plan. Click save and name it.
Specify the acres of each land use.	Default values are provided. Change these to your actual land use by typing the number of each acres for each land use. The total acres will recalculate for you. These are your initial conditions. You may want to use acreages from the current year. Alternatively you could use the year the WLA or TMDL was developed.
Create a baseline scenario	
Facility	Select the facility for which you will be doing a plan.
Scenario Name	Use something that is informative. Including date or version in name can be helpful.
Description	Required free text field. Can be edited later.
Copy BMPs from a scenario	For a baseline, you will need to enter the BMPs. These are your initial conditions. Depending on your project, you may want to enter BMPs at the present implementation level, or those in place and functioning when a WLA or TMDL was developed.
Share Scenario	You can change this later. Select no users initially.
Add	
Scenario Results	Click on the scenario results tab on the top menu bar to get the summary results.
Download Files	Downloadable results becomes available once the calculate summary has finished calculating. It is located on a drop down menu under Calculate Summary
Download the Estimated Loads	The files download in Excel. There are multiple sheets within each file.
Copy to excel	Keep this as your initial baseline scenario, the one to which you will compare your other scenarios.
Create project specific scenarios	
Facility	Select the same facility that you used in your baseline scenario.
Scenario Name	Use something that is informative. Including date or version in name can be helpful.
Description	Required free text field. May be useful to indicate what is different in this scenario vs. the baseline scenario.

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Copy BMPs from a scenario	Copy BMPs from the baseline scenario you created. You will edit these BMPs in the next step.
Share Scenario	You can change this later. Select no users initially.
Add	
Add BMPs on the appropriate sector page	The BMPs are defined in the Source Data, which can be downloaded from the documentation page. You may find it useful to have this open while working.
Land use	Select the land use. Several of these may be encompassed in a group. See the Source Data spreadsheet that may be downloaded from the documentation page.
Enter amount and unit	Amount is typically entered as acres treated or percent. The amount is applied to the acres available from the land use you defined. If you specified a land use with acres of zero, then the BMP will not be credited.
Notes	These may be used to indicate the funding source, regulation, or other information about the "how" of implementation. Notes may be viewed in the BMP table on the screen or in the BMP file that is downloaded after you calculate summary.
Add	If a message comes up that "the data entered overlaps with", then that BMP is already in there. Edit the amount in the table directly or delete and re-add if you want to change the land use, geography, or units.
You will need to enter each BMP once for each land use.	If you are only changing the amount of implementation or notes, you can edit the BMP table on the screen.
Select calculate summary, download land use loads, and open in excel.	
Run additional scenarios as needed. Compare initial loads to adjusted loads.	Use the compare scenarios option or the downloaded files from each scenario.
Compare scenarios	This option is available under the Scenarios tab on the top menu bar.
Facility	Select the same facility that you used in your baseline and project specific scenarios.
Select scenarios	You must select three. Compare your baseline to two other scenarios.
Compare	You may also compare in more or less detail with the downloaded files from each scenario.