

Community Facilitator: Broad Cove Master Plan

Budget: \$10,000

The Peconic Estuary Partnership (PEP) is a National Estuary Program dedicated to protecting and restoring the ecological integrity of the Peconic Estuary and its surrounding watershed. As described in the 2020 Comprehensive Conservation and Management Plan, PEP coordinates science, management, and community partnerships to improve water quality, safeguard coastal habitats, and strengthen coastal resilience across the region. PEP is hosted by Stony Brook University, which provides administrative, research, and technical support that allows the program to advance long-term estuary management goals and apply the best available science to local decision-making.

PEP is working with the Peconic Land Trust to develop a comprehensive master plan for Broad Cove Preserve in Riverhead, NY. This partnership supports long-term conservation, public access, and the protection of sensitive habitat. The goal is to create a community-informed plan that reflects local needs while identifying opportunities for nature-based recreation, restoration, and education. To support this process, PEP seeks a community facilitator to ensure that public engagement is meaningful, accessible, and closely tied to the end-use vision for the property.

The community facilitator will coordinate community engagement so that the final master plan aligns with stakeholder priorities for Broad Cove Preserve in the town of Riverhead. The facilitator will guide a transparent engagement process that gathers input on preferred site uses such as locations for sensory gardens and sensory-focused installations, an expanded and accessible trail network, water access, including kayak launch opportunities, bilingual educational signage, and areas suitable for restoration practices such as bio extraction.

At this time, we are seeking a consultant for the following tasks:

Task 1: Stakeholder Engagement Coordination

The facilitator will create and maintain contact lists, establish new community connections, coordinate outreach, and organize and lead three community meetings (two in-person, one virtual). Responsibilities include preparing meeting materials, documenting discussions, and ensuring broad participant representation.

Task 2: Design Team Collaboration

The facilitator will provide a final document that synthesizes the community feedback gathered. The facilitator will participate in a final internal meeting with the design team to convey organized findings from community engagement.

Deliverables:

- a)Records of all meetings with the community: attendees, agendas
- b)Contact lists developed with new local connections
- c)Summary final document collating and communicating all meeting findings.

Please submit quotes for this work by January 10, 2026 to peconicestuary@stonybrook.edu

Subject line: Quote-Broad Cove Facilitator