

Introduction to the DEQ BMP Warehouse

Virginia Department of Environmental Quality

August 24, 2016

Agenda

- Brief History of BMP Reporting to CBPO
- Website and Link to Application
- BMP Warehouse Overview
- Custom Template Options
- Communication Basics
- Search Options
- Q & A

Brief History of BMP Reporting to CBPO

- Multiple formats of delivery
- EPA reporting deadlines
- National Environmental Information Exchange Network (NEIEN) requirements
- Need for database to warehouse BMP data for various reporting efforts

Current Envisioned Use

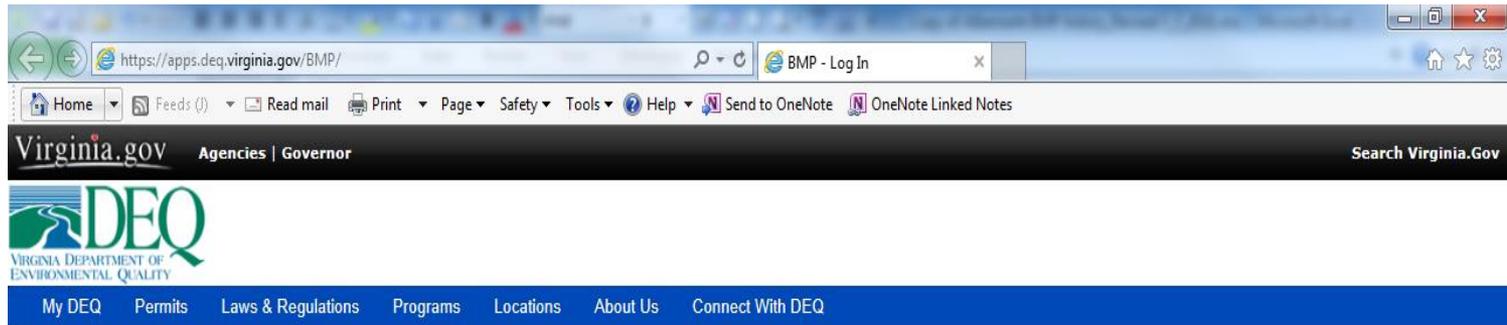
- For Virginia's 2016 annual progress reporting to Bay Program
- Target Deadline for submitting data to DEQ BMP Warehouse
 - October 1, 2016

Potential for Expanded Future Use

- Streamline reporting for MS4s
- Streamline reporting for Bay Act localities
- Section 319 funded BMPs
- Repository of implemented BMPs

Website and Link to Application

- <https://apps.deq.virginia.gov/BMP/>



Welcome to the BMP Data Upload System

Log In

Please enter your credentials below to log into the application.

Email Address

Password

Forgot your password? [Click Here](#)

Need an Account? [Click Here](#)

Submit

Requesting Credentials

Browser address bar: <https://apps.deq.virginia.gov/BMP/Security/Account/Register>

Navigation: Home, Feeds (1), Read mail, Print, Page, Safety, Tools, Help, Send to OneNote, OneNote Linked Notes

Virginia.gov Agencies | Governor Search Virginia

DEQ VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

My DEQ Permits Laws & Regulations Programs Locations About Us Connect With DEQ

Create New Account

All fields are required

Email Address

Confirm Email Address

First Name

Last Name

Organization

Notes


Refresh
Input

I agree to the terms and conditions

Submit Cancel

Selecting an Organization

Organization

Notes



--- Select an Organization ---

City of Bristol

City of Buena Vista

City of Charlottesville

City of Chesapeake

City of Colonial Heights

City of Covington

City of Danville

City of Emporia

Agree to Terms and Conditions



Refresh

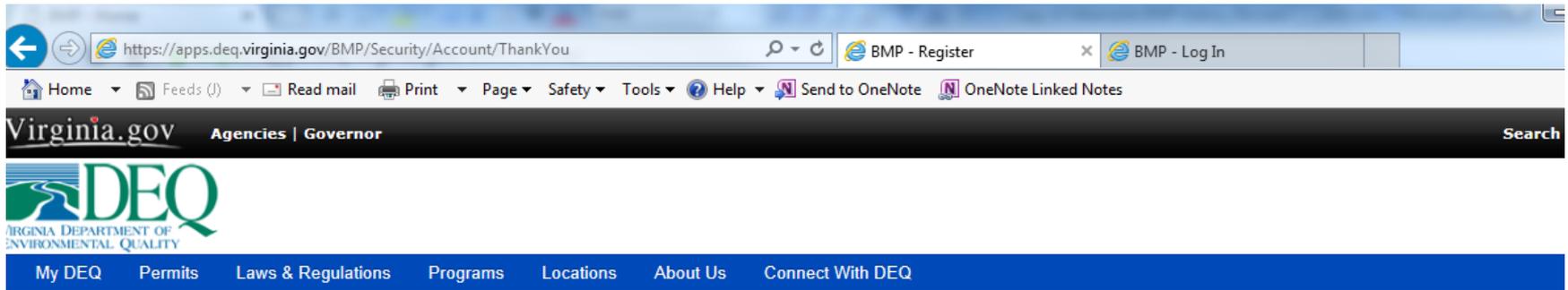
Input

I agree to the terms and conditions

Submit

Cancel

Email with link to set a password



Create New Account

Thank you for registering with DEQ.

An email has been sent to [REDACTED]

To complete the registration process, click the link in the email to activate your account. Please be sure to check your spam or bulk email folders if you do not receive the message in your inbox.

Note: For the sake of security, this account registration link will expire 96 hours after receiving.

If you do not receive an email, please contact DEQ at William.Keeling@deq.virginia.gov or (804) 698-4203 for assistance.

804-698-4342

Link to set password

DEQ Registration Confirmation

From: BMPDataSubmission@deq.virgi [Add to Contacts](#) | [Invite Sender](#) | [Block Sender](#)

To: [REDACTED]

Sent: Mon, Aug 22, 2016 02:21 PM

Thank you for registering with DEQ
To activate your account, [click here](#).

Note: For the sake of security, this confirmation link will expire 96 hours after receiving it.

Set Your Password

Set Account Password

DEQ passwords must meet the following criteria:

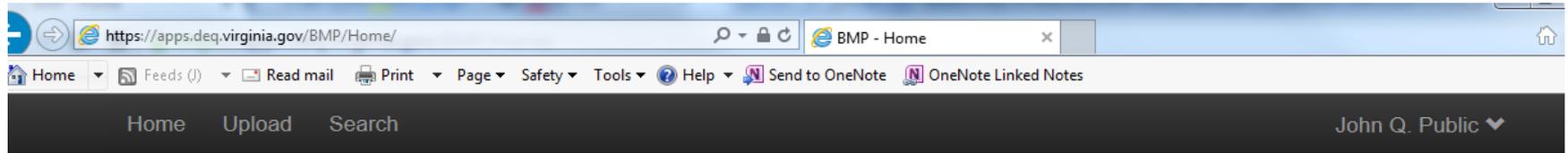
- At least 8 characters in length
- Utilize at least three of the following four:
 - Special characters
 - Alphabetical characters
 - Numerical characters
 - Combination of upper and lower case letters

Password

Confirm password

Submit

Landing Page



Welcome to the BMP Data Upload System

This application is used to upload BMP data into the BMP Data Upload Application using pre-determined Excel files or templates. Once BMP data is uploaded into the system all data is stored in a centralized database at the DEQ central office. Data stored in the BMP Data Upload Application will be submitted to NEIEN (National Environmental Exchange Network) for purposes of Chesapeake Bay Progress Reporting. To start the upload process go to the [Upload](#) tab and follow the instructions.

Do I Need To Upload BMP Data?

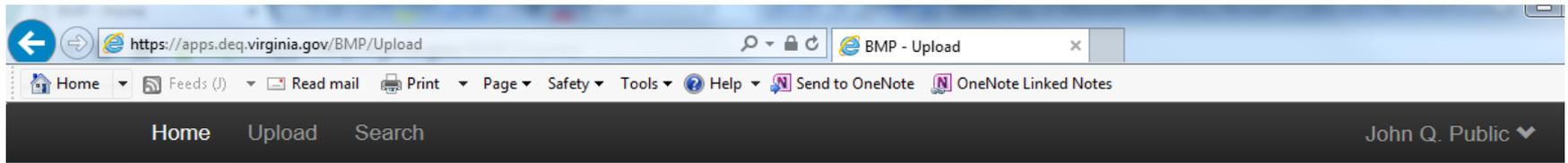
Since many different programs submit data to the BMP upload application it is important that users know if their data is being submitted through other means. If you answer yes to any of the questions below you do not have to submit data to the BMP Data Upload Application:

1. Has anyone in your organization previously submitted your BMP data to the BMP Data Upload Application?
2. Has this data been submitted for 319 reporting programs in Virginia using the Attachment D template?
3. Has this data been submitted to DEQ staff using an Attachment D template?
4. Has this data been submitted to the Storm Water Construction General Permitting application?
5. Has this data been submitted to DCR's agricultural cost share program?
6. Is this data associated with an MS4 regulated area or used for satisfying reduction requirement of an MS4 permit?

If you have answered yes to any of these questions do not submit your BMP data. If you are unsure about your answers to these questions be sure to check with other organizational and DEQ staff to verify the BMP data has not already been submitted.

Submittal of data via this website does not constitute compliance with the Commonwealth's MS4 permit requirements. MS4 permittees should submit BMP data as required by their permit with the MS4 annual report.

Download the Template



Click here for Instructions

The pre-formatted MS Excel BMP Data Upload Template is available [here](#)

Select the type of data to upload:

BMP Data Upload Tem... ▾

Browse

Upload

Instructions

[Click here for Instructions](#)

1. If you do not have a template, download the [BMP Data Upload Template](#) and follow the template instructions to populate.
2. Once you have a template Excel file populated with data and ready for upload, click **Browse**.
3. In the file browser window, locate and select the file to be uploaded, and then click **Open**.
4. Click **Upload**. When prompted to proceed click **OK**. Wait for the file to be uploaded.
5. Once a file is uploaded an Excel spreadsheet noting errors will be downloaded to your computer. If there are errors in your upload check the downloaded spreadsheet to find error field details under the **Upload Status** column.
6. If errors were present in the uploaded file make the necessary corrections to your spreadsheet (recommended) or delete error records, then re-upload the file. You will not be able to successfully upload the file until all errors are addressed.
7. After a successful upload (no errors) you must approve the data to finalize the upload. Review the data in the preview table, if desired, and then click **Approve**.
8. After approval an email with an attached Excel file will be sent to your user email account for confirmation of successful upload. Please note it is very important and necessary to keep the Excel file for your records, as it can be used to update records that have already been uploaded and to serve as a reminder of data already uploaded.

The Template

The image shows a Microsoft Excel spreadsheet titled "BMP_CollectionUploadTempla...". The spreadsheet is set up as a data table with the following columns:

	A	B	C	D	E	F
1	Upload Status	Tracking ID	BMP ID	Contract No	Date Installed	BMP Name
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						

A tooltip is displayed over the "BMP ID" cell in row 1, column C, with the text: "Optional field that allows users to enter unique IDs used in their data management processes."

The spreadsheet interface includes the following elements:

- File Name: BMP_CollectionUploadTempla...
- Formulas Bar: C1 BMP ID
- Worksheet Tabs: Template, Instructions, BMP_Names, Measures, Localities, HUCS, Status, LandUs
- Status Bar: Ready, 100%

Uploading Data

[Click here for Instructions](#)

The pre-formatted MS Excel BMP Data Upload Template is available [here](#)

Select the type of data to upload:

BMP Data Upload Tem... ▼

Select the organization for the upload:

Virginia Department of Environmental Quality ▼

BMP_CollectionUploadTemplate_A04042016.xlsx

Browse

Upload

Do you want to upload file **BMP_CollectionUploadTemplate_A04042016.xlsx**? ✕

Cancel

OK

Data Validation

BMP_CollectionUploadTemplate_B04042016.xlsx

The file **BMP_CollectionUploadTemplate_B04042016.xlsx** has one or more invalid records.

Total records in the file: 12

Total records with one or more errors: 4

Row 3 (1 error):

Date Installed - Value is outside the allowed range. min date >= 1/1/1983, max date <= 8/22/2016

Row 4 (1 error):

Date Installed - Required field.

Row 5 (2 errors):

Measurement Name - Required field.

Continue

BMP Data

Row	Errors	Tracking ID	BMP ID	Contract Number	Date Installed	BMP Name	Measurement
2					6/30/2014	Bioretention	Site Area
3	1 error				1/1/1954	Cisterns & Rain Barrels	Contributing A
4	1 error					Driv Well	Contributing A

BmpUploadResults (...xlsx)

↓ Show all downloads...

Data Validation

- Validation is iterative across a record
 - Records with multiple validation issues will require multiple upload attempts (date out of range, missing extent, no location....)
 - Until all records validate template will not process

Data Submission

BMP_CollectionUploadTemplate_A04042016.xlsx

The file **BMP_CollectionUploadTemplate_A04042016.xlsx** has no issues. All records passed validation. To approve the upload and submit all records, please select the Approve button.

Total records in the file: 11

Cancel

Approve

BMP Data

Do you want to approve the upload of file
BMP_CollectionUploadTemplate_A04042016.xlsx and submit all its records?

This action cannot be canceled if you select OK.

Cancel

OK

Successful Submission of Data

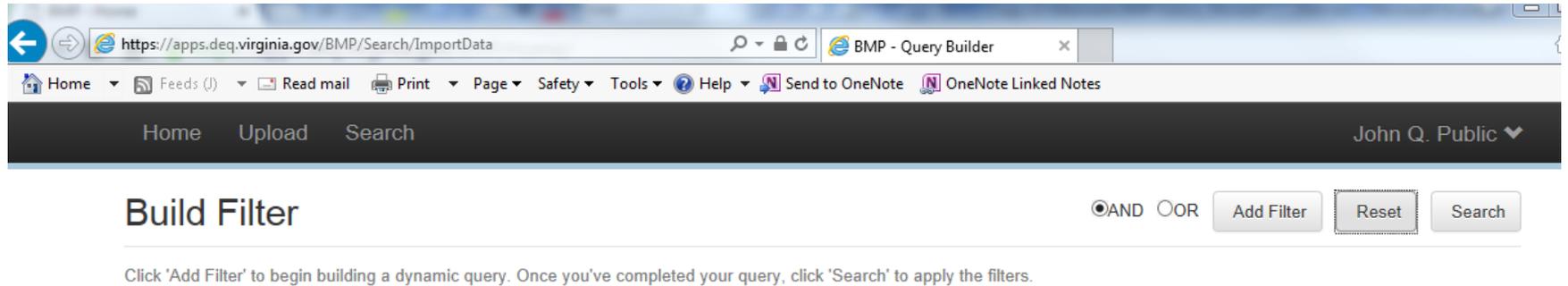
The file **BMP_CollectionUploadTemplate_A04042016.xlsx** was uploaded and all records approved successfully. An email will be sent to william.keeling@deq.virginia.gov with the uploaded Excel file attached. This file will contain all the uploaded records in approved status, which will contain tracking IDs for each record. Please use the tracking ID assigned to each record if you wish to update the same record in the future.

Total records in the file: 11

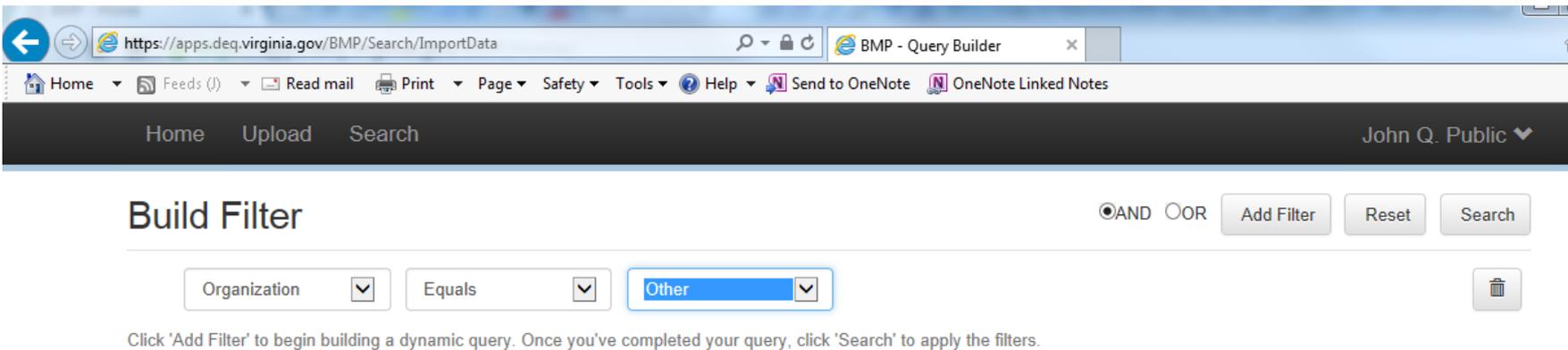
Continue

BMP Data							
Row	Errors	Tracking ID	BMP ID	Contract Number	Date Installed	BMP Name	Measurem
2		VADEQ-2015-00018873			6/30/2014	Bioretention	Site Area
3		VADEQ-2015-00018874			5/20/2014	Cisterns & Rain Barrels	Contributing A
4		VADEQ-2015-00018875			9/21/2013	Dry Well	Contributing A
5		VADEQ-2015-00018876			10/20/2013	Erosion and Sediment Control Level 1	Disturbed Area

Searching using Filters



The screenshot shows a web browser window with the URL <https://apps.deq.virginia.gov/BMP/Search/ImportData>. The page title is "BMP - Query Builder". The navigation bar includes "Home", "Upload", "Search", and a user profile "John Q. Public". The main content area is titled "Build Filter" and contains two radio buttons for "AND" (selected) and "OR", followed by "Add Filter", "Reset", and "Search" buttons. Below the buttons, a text instruction reads: "Click 'Add Filter' to begin building a dynamic query. Once you've completed your query, click 'Search' to apply the filters."



The screenshot shows the same web browser window as above. The "Build Filter" section now displays a filter configuration: "Organization" (with a dropdown arrow), "Equals" (with a dropdown arrow), and "Other" (with a dropdown arrow). A trash icon is visible to the right of the filter. The "AND" radio button remains selected, and the "Add Filter", "Reset", and "Search" buttons are still present. The text instruction below the filter reads: "Click 'Add Filter' to begin building a dynamic query. Once you've completed your query, click 'Search' to apply the filters."

Search Results

OTH-2015-00010126	Other			2015	Transformed	Dry Extended Detention Ponds	Area Trei
OTH-2015-00010125	Other			2015	Transformed	Dry Extended Detention Ponds	Area Trei
OTH-2015-00010124	Other			2015	Transformed	Dry Extended Detention Ponds	Area Trei
OTH-2015-00010123	Other			2015	Transformed	Dry Extended Detention Ponds	Area Trei
OTH-2015-00010122	Other			2015	Transformed	Dry Extended Detention Ponds	Area Trei
OTH-2015-00010121	Other			2015	Transformed	Bioswale	Site Area
OTH-2015-00010120	Other			2015	Transformed	Bioswale	Site Area
OTH-2015-00010119	Other			2015	Transformed	Bioswale	Site Area
OTH-2015-00010118	Other			2015	Transformed	Bioretention	Site Area
OTH-2015-00010117	Other			2015	Transformed	Bioretention	Site Area
OTH-2015-00010116	Other			2015	Transformed	Bioretention	Site Area
OTH-2015-00010115	Other			2015	Transformed	Bioretention	Site Area
OTH-2015-00010114	Other			2015	Transformed	Bioretention	Site Area
OTH-2015-00010113	Other			2015	Transformed	Bioretention	Site Area
OTH-2015-00003825	Other			2015	Transformed	Dry Extended Detention Ponds	Area Trei

< >

Columns Export Page 1 of 1 100 View 1 - 60 of 60

Customizing Columns

The image displays two sequential screenshots of a 'Select columns' dialog box. The top screenshot shows 12 items selected in a list, with a 'Remove all' button and an 'Add all' button. The bottom screenshot shows 28 items selected, with the 'Add all' button now disabled, indicating that all available columns have been added to the selection.

Select columns

12 items selected

Remove all

Add all

Tracking ID	-	Practice Description	+
Organization	-	Agency Name	+
Contract Number	-	Installation Date	+
Data Provider ID	-	Default Landuse	+
Submission Year	-	Landuse	+
Status	-	Latitude	+
BMP Name	-		
Measure	-		
Measure Unit	-		

Select columns

28 items selected

Remove all

Add all

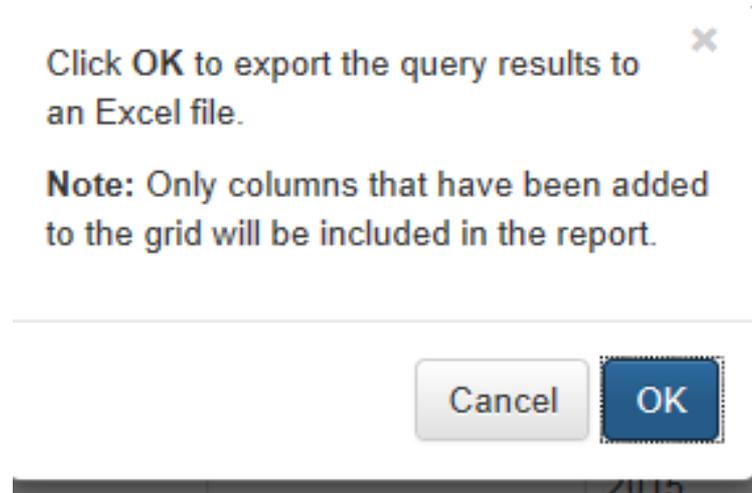
Tracking ID	-		
Organization	-		
Contract Number	-		
Data Provider ID	-		
Submission Year	-		
Status	-		
BMP Name	-		
Practice Description	-		
Agency Name	-		

Ok Cancel

Search Results

OTH-2015-00010126	Other			2015	Transformed	Dry Extended Detention Ponds	Area Tre
OTH-2015-00010125	Other			2015	Transformed	Dry Extended Detention Ponds	Area Tre
OTH-2015-00010124	Other			2015	Transformed	Dry Extended Detention Ponds	Area Tre
OTH-2015-00010123	Other			2015	Transformed	Dry Extended Detention Ponds	Area Tre
OTH-2015-00010122	Other			2015	Transformed	Dry Extended Detention Ponds	Area Tre
OTH-2015-00010121	Other			2015	Transformed	Bioswale	Site Area
OTH-2015-00010120	Other			2015	Transformed	Bioswale	Site Area
OTH-2015-00010119	Other			2015	Transformed	Bioswale	Site Area
OTH-2015-00010118	Other			2015	Transformed	Bioretention	Site Area
OTH-2015-00010117	Other			2015	Transformed	Bioretention	Site Area
OTH-2015-00010116	Other			2015	Transformed	Bioretention	Site Area
OTH-2015-00010115	Other			2015	Transformed	Bioretention	Site Area
OTH-2015-00010114	Other			2015	Transformed	Bioretention	Site Area
OTH-2015-00010113	Other			2015	Transformed	Bioretention	Site Area
OTH-2015-00003825	Other			2015	Transformed	Dry Extended Detention Ponds	Area Tre

Exporting Filter Results to Excel



Exporting Filter Results to Excel

The screenshot shows a Microsoft Excel spreadsheet with the following data:

	A	B	C	D	E	F	G
1	Status	Tracking ID	Submission Name	Data Provider ID	Submission Year	Contract Number	Organization
2	Ready	VADEQ-2015-00017686			2015		Virginia Department of Environmental Quality
3	Ready	VADEQ-2015-00017685			2015		Virginia Department of Environmental Quality
4	Ready	VADEQ-2015-00017684			2015		Virginia Department of Environmental Quality
5	Ready	VADEQ-2015-00017683			2015		Virginia Department of Environmental Quality
6	Ready	VADEQ-2015-00017682			2015		Virginia Department of Environmental Quality
7	Ready	VADEQ-2015-00017681			2015		Virginia Department of Environmental Quality
8	Ready	VADEQ-2015-00017680			2015		Virginia Department of Environmental Quality
9	Ready	VADEQ-2015-00017679			2015		Virginia Department of Environmental Quality
10	Ready	VADEQ-2015-00017678			2015		Virginia Department of Environmental Quality
11	Ready	VADEQ-2015-00017677			2015		Virginia Department of Environmental Quality
12	Ready	VADEQ-2015-00017676			2015		Virginia Department of Environmental Quality
13	Ready	VADEQ-2015-00017675			2015		Virginia Department of Environmental Quality
14	Ready	VADEQ-2015-00017674			2015		Virginia Department of Environmental Quality
15	Ready	VADEQ-2015-00017673			2015		Virginia Department of Environmental Quality
16	Ready	VADEQ-2015-00017672			2015		Virginia Department of Environmental Quality
17	Ready	VADEQ-2015-00017671			2015		Virginia Department of Environmental Quality
18	Ready	VADEQ-2015-00017670			2015		Virginia Department of Environmental Quality
19	Ready	VADEQ-2015-00017669			2015		Virginia Department of Environmental Quality
20	Ready	VADEQ-2015-00017668			2015		Virginia Department of Environmental Quality
21	Ready	VADEQ-2015-00017667			2015		Virginia Department of Environmental Quality
22	Ready	VADEQ-2015-00017666			2015		Virginia Department of Environmental Quality
23	Ready	VADEQ-2015-00017665			2015		Virginia Department of Environmental Quality
24	Ready	VADEQ-2015-00017664			2015		Virginia Department of Environmental Quality
25	Ready	VADEQ-2015-00017663			2015		Virginia Department of Environmental Quality
26	Ready	VADEQ-2015-00017662			2015		Virginia Department of Environmental Quality
27	Ready	VADEQ-2015-00017661			2015		Virginia Department of Environmental Quality
28	Ready	VADEQ-2015-00017660			2015		Virginia Department of Environmental Quality
29	Ready	VADEQ-2015-00017659			2015		Virginia Department of Environmental Quality
30	Ready	VADEQ-2015-00017658			2015		Virginia Department of Environmental Quality
31	Ready	VADEQ-2015-00017657			2015		Virginia Department of Environmental Quality
32	Ready	VADEQ-2015-00017656			2015		Virginia Department of Environmental Quality
33	Ready	VADEQ-2015-00017655			2015		Virginia Department of Environmental Quality

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