

# Rachel Hanes

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## Education

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**Carnegie Mellon University, Heinz College**, Pittsburgh, PA 15213

May 2020

*Master of Science in Public Policy and Management – Washington, D.C. Track*

- Presidential Management Fellows Program Finalist
- Relevant Coursework: Environmental Policy and Planning; Cost Benefit Analysis; Sustainable Development; Environmental Policy; Smart Cities: Growth & Intelligent Transportation; Cities, Tech & the Environment; Geographic Information Systems (GIS); Program Evaluation; Federal Budget Policy; Management Science; Data Visualization and Dashboards (Tableau); Global Health Security; Urban Policy; Writing: Public Policy

**Trinity University**, San Antonio, TX 78212

May 2018

*Bachelor of Arts degree in Political Science and Spanish, Minor in Economics*

- Phi Beta Kappa Honors Fraternity, *Summa Cum Laude*
- Relevant Coursework: Global Climate Change (Geoscience); Water Policy; Environmental Geology; Economics & the Environment; Urban Policy; Comparative Political Economy; Critical Thinking Skills, Constitutional Law; Civil Rights & Liberties; Integrative Biology; Policy Analysis/Policy-making Process; Intermediate Macroeconomics

**Mansfield Summit High School**, Arlington, TX 76001

May 2014

- National Honor Society

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## Relevant Experience

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**U.S. Bureau of Reclamation**, Remote: San Antonio, TX

November 2022 - Present

*Program Analyst GS-0343-11, Binational Program Analyst*

*Binational Program, Lower Colorado Basin Region*

*Full-time, 40 hours/week*

- Coordinating efforts between the Bureau of Reclamation, U.S. Department of the Interior, U.S. and Mexican Sections of the International Boundary and Water Commission, non-governmental organizations, and U.S. state representatives on the implementation of the 1944 Water Treaty on the Colorado River between the U.S. and Mexico
- Coordinating and participating in binational meetings and workgroups on the binational management of the Colorado River between the U.S. and Mexico
- Supporting the Binational Program Manager in the management of the program; providing briefings, reports, and presentations for senior leadership and management, leading contracting and financial agreement tracking, supporting budget and records management, assisting with water accounting tracking efforts, and monitoring related legislative efforts and current events

*Program Analyst GS-0343-11, Presidential Management Fellow*

June 2021 – November 2022

*Contracts and Repayment, Reclamation Law Administration Division, Policy and Programs*

*Full-time, 40 hours/week*

- Co-led the project management of the Aging Infrastructure Account Review Team project efforts by drafting a Project Management Plan (overseeing the tracking of key dates, work activity progress, and schedule completion throughout the application process), coordinating weekly meetings with the Review Team, tracking document development, reviews, and distributions, coordinating with leadership on Review Team efforts, and participating in the development and management of the Aging Infrastructure Account Applications SharePoint site
- Took a lead role in working with a regional office in reviewing at least 3 BONs and preparing and finalizing the associated approval memorandums and briefings for the Commissioner of Reclamation, pursuant to Reclamation law
- Briefed the Commissioner of Reclamation and staff on at least 2 water contracting actions and the associated approval memorandums
- Led the administration of Reclamation's Contract Compliance Reviews (CCRs) program by coordinating CCRs with regional offices, coordinating efforts between the regional offices and RLAD staff members, attending CCRs, tracking and compiling checklists, and working with the regional offices to resolve pending findings; preparing, completing, and submitting the CCR Annual Report, and briefing the Director, Policy and Programs on annual findings
- Provided guidance and assistance to the regional offices in resolving 4 pending CCR findings during the 2021 CCR review cycle and actively assisting in resolving the remaining 5 findings
- Coordinated efforts with regional offices to anticipate or respond effectively to changes or delays in the CCR process in order to successfully complete the CCR Annual Report according to the established timeline

- Created, with assistance from the Internal Controls office, a supplemental Contract Compliance Review training that functions as an in-depth overview of the CCR program and provides an overview of the internal control program and how the CCRs fit into the internal control program; presented the training to the California-Great Basin regional Contracts and Repayment team
- Participated in major substantive revisions to Reclamation Manual (RM) Directives and Standards (D&S) PEC 05-03, *Extended Repayment of Extraordinary Maintenance Costs* to implement the Aging Infrastructure Account process pursuant to the Bipartisan Infrastructure Law of 2021 and Reclamation law, including analysis of complex and high-profile new legal authority in coordination with the Office of the Solicitor, Washington D.C.
- Participated as a member of the team assembled to design and implement the new Aging Infrastructure Account program, including analysis and resolution of legally, logistically, and politically complex issues and questions
- Presented Fiscal Year 2022 Aging Infrastructure Account funding decisions to Upper Colorado Basin regional officials, explaining the associated process and supporting analysis
- Participated in development of agenda and materials for Reclamation-wide 2022 Contracts and Repayment Workshop
- Researched, drafted, and presented a briefing to the Commissioner of Reclamation on U.S.-Mexico Bilateral Climate Actions during the 3-month Binational Program Detail for her use at a Bilateral Climate summit hosted by the World Resources Institute
- Researched and drafted a briefing on the history of the Binational Program for the Lower Colorado Basin Regional Director for her use at an All-Employee meeting

*Program Analyst GS-0343-09, Presidential Management Fellow*

June 2020 – June 2021

*Contracts and Repayment, Reclamation Law Administration Division, Policy and Programs*

*Full-time, 40 hours/week*

- Contributed substantially to the review of at least 7 BONs and to the subsequent drafting of the associated approval memorandums and briefings for the Commissioner of Reclamation, pursuant to Reclamation Law
- Co-led the administration of CCRs by coordinating CCRs and update meetings with regional offices, tracking checklists, and assisting in preparing the CCR Annual Report; helped resolve 9 pending findings
- Took a lead role in creating 2 versions of an Authorities 101 training which provides Reclamation staff training on the background of major authorities integral to Reclamation's mission and on the structure and delegations of authorities within Reclamation; recorded official version now available agency-wide on DOI Talent and present the training live as requested
- Revised RM D&S PEC 10-18, *Reclamation Standard Water-Related Contract Articles, Standard Article 18: Administration of Federal Project Lands*, and drafted minor revision approval memorandum
- Updated, with minor revisions, RM D&S PEC 05-06, *Sustainable Operation and Maintenance Requirements for Certain Water-Related Contracts*, PEC 05-09, *Reuse of Bureau of Reclamation Project Water*, and RM Policy P05, *Water-Related Contracts and Charges – General Principles and Requirements*
- Participated in drafting the new Excess Capacity D&Ss, RM D&S PEC 05-10, *Contracting for Non-Project Use of Excess Capacity in Reclamation Project Facilities* and PEC 05-11, *Charges for Non-Project Use of Excess Capacity in Reclamation Project Facilities*
- Provided guidance and oversight to a Reclamation Summer Intern while completing an overhaul of the Mussels Spend Plan efforts during the 4-month Environmental Compliance Division PMF Rotation
- Analyzed Mussel Spend Plan data from each region from FY 2017 through FY 2020 in order to measure program effectiveness; drafted an analysis for the Environmental Compliance Division (ECD) Manager and Mussel Spend Plan lead noting where there persistent data gaps that made tracking required information and outcomes difficult and where the data provided was more robust across the regions; recommended courses of action for management consideration on areas of improvement that could reduce gaps in Mussels Spend Plan data reporting to allow for stronger analysis in the future and more robust conclusions

**Northern Virginia Affordable Housing Alliance (NVAHA), Washington, DC**

November 2019 – May 2020

*Editor and Research Lead – Carnegie Mellon University Systems Project – Student Consulting*

*Part-time, 20 hours/week*

- Researched and analyzed gaps in affordable housing availability, neighborhood and urban development plans, and housing, transportation, and development policies in Fairfax County, VA
- Formed recommendations for Fairfax County policymakers to close gaps in affordable housing
- Wrote report on policy recommendations and memos on main areas of research to present to NVAHA

**Natural Resources Defense Council (NRDC), Washington, DC**

September 2019 – May 2020

*Research and Policy Fellow – Climate and Clean Energy Program*

*Part-time, 32 hours/week*

- Researched and analyzed legislative and administrative clean energy policies at the federal and state levels, primarily related to the industrial and building sectors

- Researched and analyzed low-carbon energy development and deep decarbonization options, including options for coal-fired power plants, carbon capture, hydrogen, renewable infrastructure, energy efficiency, and electrification
- Developed recommendations for how NRDC senior management could engage in industrial decarbonization policies
- Participated in NRDC efforts to build coalitions with key stakeholders to advance legislative and administrative clean energy policies and proposals

**City of Pittsburgh Department of Mobility and Infrastructure (DOMI), Pittsburgh, PA**

October 2018 – August 2019

*Policy and Planning Intern*

*Part-time, 32 hours/week*

- Researched data and policies regarding urban planning, urban design, sustainability, and transportation policies
- Participated in meetings between City Planners, Public Works officials, consultants, and City Engineers to work on the City of Pittsburgh's Complete Streets Design Guidelines and Bike Plan
- Drafted and edited the Complete Streets Design Guideline and Bike Plan for the City of Pittsburgh, now available on DOMI's website

**Tarrant Transit Alliance, Fort Worth, TX**

June 2018 – August 2018

*Research and Policy Intern*

*Part-time, 32 hours/week*

- Researched best practices in urban mobility and transportation, urban development, planning, and sustainability
- Researched economic, urban, and environmental policy issues related to public transit in Tarrant County, Texas
- Wrote letters to the editor, op-ed pieces, and bi-weekly newsletters regarding the need for public transit

**District Office of Congressman Joaquin Castro, San Antonio, TX**

September 2017 – December 2017

*District Office Intern*

*Part-time, 15 hours/week*

- Worked to solve constituents' cases with federal agencies (Department of Veterans Affairs, Social Security Administration, U.S. Customs and Immigration Services, etc.) and favorably closed 9 cases
- Corresponded with federal agencies on behalf of the Congressman

**League of United Latin American Citizens (LULAC), Washington, D.C.**

June 2017 – August 2017

*Policy and Legislation Intern*

*Part-time, 35 hours/week*

- Researched water policies affecting the Latinx community, attended hearings, and spoke with legislative staff
- Participated in coalition efforts to ban the pesticide chlorpyrifos and attended coalition meetings
- Co-authored a Coalition Fact Sheet, authored a post for the LULAC National Blog about environmental policies affecting the Latinx community, and presented research at the LULAC National Convention

**Esperanza Peace and Justice Center, San Antonio, TX**

January 2016 – April 2016

*Mexico, the Americas, and Spain Intern*

*Part-time, 15 hours/week*

- Researched water policies – including aquifer, pipeline, and water rates issues – affecting the residents of San Antonio, TX
- Analyzed San Antonio city council, water utility, and public-private partnerships' relationships and impacts on residents
- Attended and spoke at city council meetings regarding water policies and environmental issues in the city
- Authored an article in the March 2016 issue of *La Voz de Esperanza*

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## Relevant Skills and Training

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### Skills:

- Intermediate proficiency in PowerBI and Tableau softwares
- Intermediate proficiency in Microsoft Project
- Advanced proficiency in Microsoft Word, Excel, and Powerpoint
- Strong interpersonal, written, and oral communication skills
- Intermediate Project Management skills
- Strong analytical and writing skills
- Intermediate Spanish verbal comprehension and speaking skills (B2 Level)
- Intermediate Spanish writing and reading comprehension skills (C1 Level)

### Trainings:

- Water Law for Non-Lawyers, Colorado State University, August 2020 – December 2020
- Congressional Briefing for PMFs, The Government Affairs Institute at Georgetown, September 2020
- Conflict Management Skills, OPM, August 2021
- Leadership Skills for Non-Supervisors, OPM, July 2021
- Fundamentals of Project Management, OPM, September 2021
- “Dam” Good Leaders, Bureau of Reclamation, April and August 2022

### Awards:

- Performance Award – Exceeds Expectations FY2021
- Performance Award – Exceeds Expectations FY2022
- Group Star Award – FY2022