



# FY2015 (7/1/14 – 6/30/15) Annual Work Plan FOSTER CREEK Conservation District

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## Mission of the FOSTER CREEK Conservation District

- *To protect natural resources; enhance sustainable, profitable agriculture; and improve the quality of life in Douglas County by:*
  - Encouraging good land stewardship through education, incentives, and quality technical assistance.
  - Protecting individual private property rights.
  - Building strong coalitions with other groups. Including, but not limited to, government assistance as a valid conservation partner to agriculture and by providing quality, intelligent, technical assistance to cooperators and partners.

## Natural Resource Priorities

- **Habitat for Fish and Wildlife**
  - *State and local priority*
  - *Based on the NRCS State Priority Resource Concerns Ranking, the Douglas County Multi Species General Conservation Plan (GCP) & 2012 Foster Creek Survey*
  - *Other entities engaged in addressing Habitat for Fish and Wildlife concerns are: NRCS, Washington State University Extension, Dept of Ecology, US Fish & Wildlife Service, WA State Dept of Fish & Wildlife, Dept of Natural Resources, Douglas County, Washington State Conservation Commission, and Douglas County Weed Management Task Force*
- **Water Quantity and Quality**
  - *State and local priority*
  - *Based on the NRCS State Priority Resource Concerns Ranking, the GCP & 2012 Foster Creek Survey*
  - *Other entities engaged in addressing Water Quantity & Quality concerns are: NRCS, Washington State University Extension, Dept of Ecology, US Fish & Wildlife Service, WA State Dept of Fish & Wildlife, Dept of Natural Resources, Douglas County and Washington State Conservation Commission*
- **Soil Health**
  - *State and local priority*
  - *Based on the NRCS State Priority Resource Concerns Ranking, the GCP & 2012 Foster Creek Survey*
  - *Other entities engaged in addressing soil health concerns are: NRCS, Washington State University Extension, Dept of Ecology, US Fish & Wildlife Service, WA State Dept of Fish & Wildlife, Dept of Natural Resources, Douglas County and Washington State Conservation Commission*
- **Information and Education**
  - *State and local priority*
  - *Based on 2012 Foster Creek Survey and the GCP*
  - *Other entities engaged in addressing information & education concerns are: NRCS, Washington State University Extension, Dept of Ecology, US Fish & Wildlife Service, WA State Dept of Fish & Wildlife, Dept of Natural Resources, Douglas County and Washington State Conservation Commission*
- **District Operations**
  - *State and local priority*
  - *Based on state and federal agencies reporting requirements and the GCP*
  - *Other entities engaged in addressing district operations are: NRCS, Douglas County, Washington State University Extension and Washington State Conservation Commission*



# FY2015 (7/1/14 – 6/30/15) Annual Work Plan FOSTER CREEK Conservation District



District Program Area: Soil Health – Support Nutrient Management Efforts & Information/Education

Goal(s): By 2015, conduct 3 educational outreach events on how to use soil testing and how to improve soil health that involves cover and rotational crop.

Programmatic Measurable Result Fiscal Year Objective(s): 65 cooperators will be targeted to attend public meetings and demonstration projects regarding soil health.

Funding Source(s): WSCC, NRCS, WSU Extension, NCW Wheat Growers, Crop Improvement, South Douglas CD, Pheasants Forever Inc., REACH and SARE

Activities for FY2015	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
<ul style="list-style-type: none"> <li>▪ Seek funding to implement outreach activities.</li> <li>▪ Conduct outreach activities using District and community resources.</li> </ul>	<b>July 2014 – June 2015</b>	Resource Tech/Kay			
<ul style="list-style-type: none"> <li>▪ Development of soil health outreach materials</li> </ul>	<b>July 2014 – June 2015</b>	Resource Tech/Kay			
<ul style="list-style-type: none"> <li>▪ Project Administration</li> </ul>	<b>July 2014 – June 2015</b>	Kay	Kay 145 hrs Res. Tech. I 145 hrs	\$6,603 \$3,597	



# FY 2015 (7/1/14 – 6/30/15) Annual Work Plan FOSTER CREEK Conservation District



Natural Resource Priority Program Area: Water Quantity and Quality – Storm Water & Natural Resource management monitoring and / or plans

Goal(s): By 2016, identify 2 areas in need of storm water and natural resource management monitoring and / or plans  
By 2016, identify 3 funding sources for storm water and natural resource management monitoring and / or plans.  
By 2018, 3 landowners will implement restoration practices to improve water quality.

Natural Resource Measurable Result Fiscal Year Objective(s): *To meet state 173201A WAC*

Programmatic Measurable Result Fiscal Year Objective(s): *5 landowners will be contacted/worked with resulting in 3 plans written and implemented.*

Funding Source(s): *WSCC – Category 3, NRCS, Dept of Ecology, Douglas County, WHIP*

Activities for FY2015	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
▪ Seek funding to implement Water Quantity & Quality activities.	<b>July 2014 - June 2015</b>	Jon /Kay			
▪ Seek funding to implement storm water drainage & natural resource mgt monitoring or plans.	<b>July 2014 – June 2015</b>	Jon/ Kay			
▪ Develop a cooperative agreement with South Douglas Conservation District	<b>July 2014 – June 2015</b>	Jon			
▪ Conduct site visit upon request and where funding is available.	<b>July 2014 – June 2015</b>	Jon/Resource Tech			
▪ Develop conservation plans upon request and where funding is available	<b>July 2014 – June 2015</b>	Jon/Resource Tech			

District Program Area: Water Quantity and Quality – Storm Water & Natural Resource Mgt. & Information/Education

Goal(s): By July 2015, conduct 3 workshops targeting 30 landowners

By July 2015, develop 3 videos targeting how land managers address Water Quality and Quantity issues

Programmatic Measurable Result Fiscal Year Objective(s): 3 public meetings will be conducted targeting 30 landowners.

Funding Source(s): WSCC – Category 2, NRCS, Dept of Ecology, Douglas County, WHIP, REACH and SARE

Activities for FY2015	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
<ul style="list-style-type: none"> <li>▪ Conduct outreach activities using District and community resources</li> </ul>	<b>July 2014 – June 2015</b>	Kay/Resource Tech			
<ul style="list-style-type: none"> <li>▪ Seek funding to implement outreach activities</li> </ul>	<b>July 2014 – June 2015</b>	Kay/Resource Tech			
<ul style="list-style-type: none"> <li>▪ Project Administration</li> </ul>	<b>July 2014 – June 2015</b>	Kay/Resource Tech	Jon - 435 hrs. Kay - 290 hrs Res. Tech. IV – 670 hrs Res. Tech III - 670 hrs Res Tech I - 520 hrs	Jon - \$21,998 Kay - \$13,207 Res/ Tech IV - \$30,411 Res. Tech III - \$24,891 Res Tech I - \$12,470	



# FY 2015 (7/1/14 – 6/30/15) Annual Work Plan

## FOSTER CREEK Conservation District



Natural Resource Priority Program Area: Habitat for Fish and Wildlife - Completion and implementation of the Douglas County Multi Species General Conservation Plan (GCP) including measures to retain the current base of land in conservation cover.

Goal(s): By June 2015, meetings with key agencies will take place in order to complete the GCP, which involves 17 wildlife species and their habitats. By September 2014, the Roles and Responsibilities of FCCD, the FCCD Board of Supervisors and the GCP Administrator will be identified. By September 2014, the organizational structure, equipment, funding, and staff needs of the GCP will be developed. By October 2014, long-term funding for the implementation of the GCP will be identified.

Natural Resource Measurable Result Fiscal Year Objective(s): *Enroll 1,652 acres for Sage Grouse habitat in the GCP with no net loss of habitat.*

Programmatic Measurable Result Fiscal Year Objective(s): *20 agricultural operations will be contacted/worked with resulting in 10 plans written and implemented.*

Funding Source(s): *WSCC – Category 3, NRCS – CIG, NRCS – TO, BLM, DNR, USFWS, Douglas County, SARE, REACH*

Activities for FY2015	Target Dates	Person Responsible	Time(Days ) Required	Estimated Funding	Notes
a. Work with signatories of the GCP (Nature Conservancy, USF&W, etc.) to approve the GCP.	<b>April 2014</b>	FCCD Board /Staff			USF&W press release likely will be issued in May 2014.
b. FCCD Board does internal review of the GCP for appropriate BMP edits or changes (if needed) before USF&W review.	<b>End of March 2014</b>	FCCD Board & NRCS staff			Comments or edits (with track changes) need to get to Michelle by the beginning of April.
c. Develop strategies to work with non-signatory partner agencies (NRCS, FSA, DNR, etc.) to gain their assistance and participation in the GCP.	<b>April 2014-Aug 2014</b>	FCCD Board /Staff			
<del>d.</del> Work with non-signatory partner agencies (NRCS, FSA, DNR, etc.) on outreach efforts for the GCP.	<b>March 2014-Aug 2014</b>	FCCD Board /Staff			
e. Make a general presentation on the GCP at the May STAC committee meeting and identify any missing agency participants who should participate in GCP implementation.	<b>May 2014</b>	Lee, Jon, staff			Outreach materials to be ready for Lee.
f. Develop a personal relationship with local agency (signatory and non-signatory) contacts and keep them informed (as appropriate) of GCP implementation.	<b>April 2014-ongoing</b>	FCCD Board & Staff			Include County Commissioners and possibly the PUD. Use a variety of methods to develop those contacts and create new ones.
g. Create and maintain an email or phone tree contact list based off of the personal relationships with local agency (signatory and non-signatory) contacts.	<b>April 2014-ongoing</b>	Staff			
h. Invite appropriate agency (signatory (USF&W, WDFW, BLM, Nature Conservancy)) and non-signatory (DNR, FSA, NRCS, etc.) staff to a series of meetings (and hold the meetings) to talk about cooperation under the GCP.	<b>April 2014, May 2014, June 2014</b>	FCCD Board /Staff			Subsequent meetings as appropriate. The purpose of the meeting would be to discuss each agency's responsibility in the GCP.

i. Meet with local producers at meetings already set to discuss the GCP generally.	<b>April 2014- Aug 2014</b>	FCCD Board/Staff			
j. Develop outreach and education materials (PowerPoint's, brochures, one-pagers) on the GCP.	<b>April 2014</b>	Board & Staff			List of local cooperators and agency members who've worked on the GCP over the years. Different outreach materials for local cooperators versus agency staff. Include relevant information about exempt records under the public records request act (RCW Chapter 42.56).
k. Update FCCD web site to include outreach materials on the GCP.	<b>May 2014</b>	Staff			
l. Complete the Task Order with WSCC and NRCS for GCP implementation support (budget included).	<b>May 2014</b>	Staff, WSCC and NRCS staff			
m. Develop long range budget and additional FCCD staff positions as needed to implement the GCP.	<b>May 2014</b>	Staff			
n. Continue to seek permanent funding to implement the GCP.	<b>July 2014 – ongoing</b>	FCCD Board /Staff			
o. Have all MOU's in place with coordinating agencies.	<b>July 2014</b>	FCCD Board /Staff			
p. Establish Funding Coordination Committee & IM/Monitoring Committee as outlined in the GCP.	<b>July 2014- July 2015</b>	FCCD Board			
q. Establish policies as appropriate for the Funding Coordination Committee.	<b>July 2014- July 2015</b>	FCCD Board			
r. Ensure GCP lands are managed as expected in the Farm Plans.	<b>July 2014 – ongoing</b>	FCCD Board			
s. Coordinate with outside entities for services such as research or monitoring.	<b>April 2014 – ongoing</b>	FCCD Board /Staff			
t. Develop and implement financing strategies to maximize funding sources to continue implementation of the GCP.	<b>May 2014 – ongoing</b>	FCCD Board /Staff			
u. Review GCP expectations annually	<b>March 2015</b>	FCCD Board /Staff			
v. Adopt annual budget for implementation of the GCP	<b>March 2015</b>	FCCD Board /Staff			
w. Act as custodian of records for information concerning GCP implementation.	<b>March 2014 – ongoing</b>	FCCD Board /Staff			
x. Plan, organize, coordinate and direct GCP staff to develop goals and annual work plans that are then acted on by the FCCD.	<b>July 2014 – ongoing</b>	GCP Admin.			
y. Develop and direct the implementation of goals and work activities adopted by the FCCD Board of Supervisors.	<b>July 2014 – ongoing</b>	GCP Admin.			
z. Coordinate the implementation of the GCP with Permittees and Federal and State wildlife agencies.	<b>July 2014 – ongoing</b>	GCP Admin.			
aa. Ensure the conservation mechanisms are properly documented for lands enrolled by Permittees.	<b>July 2014 – ongoing</b>	GCP Admin.			
bb. Ensure adequate exchange of information between the Permittees and the Monitoring Program Administrator so that Permittees can contribute to the monitoring program.	<b>July 2014 – ongoing</b>	GCP Admin.			
cc. Oversee the Monitoring Program Administrator and ensure that the	<b>July 2014 –</b>	GCP Admin.			

functions of the Monitoring Program Administrator are being satisfactorily carried out.	<b>ongoing</b>				
<b>dd.</b> As needed, obtain the services of independent science advisors to address specific issues and to provide recommendations based on the best available scientific information concerning scientific aspects of the GCP.	<b>July 2014 – ongoing</b>	GCP Admin.			
<b>ee.</b> Oversee data mgt., including the GCP's Geographical Information System (GIS) database and providing back-up copy to the Douglas County GIS staff and USFWS annually. The database will be updated annually.	<b>July 2014 – ongoing</b>	GCP Admin.			HSI administrator conducts the baseline HSI run immediately upon GCP implementation.
<b>ff.</b> Maintain remote sensing database of current and historical aerial photos and/or satellite images.	<b>July 2014 – ongoing</b>	GCP Admin.			
<b>gg.</b> Maintain or develop a list of survey protocols approved by FCCD and/or USFWS for surveys required by avoidance and minimization measures.	<b>July 2014 – ongoing</b>	GCP Admin.			
Maintain and provide to Applicants/Permittees maps of modeled habitat for Covered Species and a natural community's map.	<b>July 2014 – ongoing</b>	GCP Admin.			To be run in conjunction with the initial run of the HSI.
<b>hh.</b> Maintain peer reviewed journal articles that provide information on habitat management for Covered Species.	<b>July 2014 – ongoing</b>	GCP Admin.			
<b>ii.</b> Prepare annual report providing information and evaluating implementation progress, habitat quality changes, and Covered Species status and populations.	<b>July 2014 – ongoing</b>	GCP Admin.			
<b>jj.</b> Prepare, submit and coordinate with USFWS and WDFW all amendments to the GCP.	<b>July 2014 – ongoing</b>	GCP Admin.			
<b>kk.</b> Assist in resolving disputes between Permittees and USFWS and WDFW.	<b>July 2014 – ongoing</b>	GCP Admin.			
<b>ll.</b> Develop policies and procedures to administer GCP functions and activities.	<b>July 2014 – ongoing</b>	GCP Admin.			
<b>mm.</b> Ensure compliance with Federal, State, and local laws and regulations.	<b>July 2014 – ongoing</b>	GCP Admin.			
<b>nn.</b> Maintain a record of the number of Permittees, acreages covered, and amount of incidental take and habitat loss for each local Permittee.	<b>July 2014 – ongoing</b>	FCCD Board /Staff			Subject to the public records request policy as adopted by FCCD and RCW Chapter 42.56.
<b>oo.</b>					
<b>pp.</b> Conduct site visit upon request and where funding is available.	<b>July 2014 – ongoing</b>	Jon/Resource Tech			
<b>qq.</b> Develop conservation plans upon request and where funding is available	<b>July 2014 – ongoing</b>	Jon/Resource Tech			

District Program Area: Habitat for Fish and Wildlife - Completion and implementation of the Douglas County General Conservation Plan (GCP) including measures to retain the current base of land in conservation cover & Information/Education.

Goal(s): By 2015, 4 workshops will be presented to facilitate the preservation of lands in conservation cover within the planned area and to reinvigorate local producer involvement in the GCP.

Programmatic Measurable Result Fiscal Year Objective(s): 4 workshops will be conducted targeting 30 landowners.

Funding Source(s): WSCC – Category 3, NRCS – CIG, NRCS – TO, BLM, DNR, USFWS, Douglas County, SARE, REACH

Activities for FY2015	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
a. Hold public meetings as needed and as appropriate.	<b>July 2014 – June 2015</b>	FCCD Board of Supervisors/Staff			
b. Conduct outreach activities using District and community resources	<b>July 2014 – June 2015</b>	Jon/Kay/Resource Tech			
c. Cooperate with FSA on any Farm Bill outreach to also include GCP information.	<b>April 2014 – June 2015</b>	All staff and supervisors.			
d. Cooperate with NRCS on any outreach efforts (including LWG meetings) to include GCP information.	<b>April 2014 – June 2015</b>	All staff and supervisors.			
e. Work with partner agencies during their outreach efforts / tours (such as the Canola direct seed tour (WSU); the Twilight Wheat Tour (St. Andrews); Lions, Sportsmen's, Insurance Farm Bill / RMA) to also include GCP information.	<b>April 2014 – June 2015</b>	All staff and supervisors.			
f. Craft a 10-15 minute audience-appropriate (cooperators, agencies) GCP outreach packet of materials for staff and supervisors to use to explain the GCP effort.	<b>April 2014</b>	Jon			
g.					
h. Seek funding to conduct outreach activities	<b>July 2014 – June 2015</b>	Jon/Kay/Resource Tech			
i. Project Administration	<b>July 2014 – June 2015</b>	Kay			



# FY 2015 (7/1/14 – 6/30/15) Annual Work Plan FOSTER CREEK Conservation District



Natural Resource Priority Program Area: Habitat for Fish and Wildlife - Implementation of Invasive Species Control Program

Goal(s): By July 2016, 20 site visits will be made resulting in improvement of water quality & habitat on approximately 10 properties within Douglas County.  
By 2018, 5 workshops or field demonstrations involving over 100 cooperators regarding detection and eradication of invasive species will have been made available.  
By 2018, 2 different funding sources for technical assistance will be identified.  
By 2016, 3 water quality and quantity sample monitoring data activities will take place on Douglas Creek and 3 annual reports will be produced.

Natural Resource Measurable Result Fiscal Year Objective(s): *Increase the number of cooperators participating in the biocontrols program by 15.*

Programmatic Measurable Result Fiscal Year Objective(s): *20 agricultural operations will be contacted/worked with resulting in 10 plans written and implemented.*

Funding Source(s): *WSCC Category 1 & 2, NRCS – CIG, NRCS – TO, SARE, REACH & Private landowners*

Activities for FY2015	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
a. Seek funding to implement Habitat for Fish & Wildlife activities. activities	<b>July 2014 – June 2015</b>	Kay/Resource Tech			
b. Identify three different funding sources	<b>July 2014 – June 2015</b>	Kay/Resource Tech			
c. Conduct site visit upon request and where funding is available.	<b>July 2014 – June 2015</b>	Kay/Resource Tech			
d. Develop conservation plans upon request and where funding is available	<b>July 2013 – June 2014</b>	Kay/Resource Tech			
e. Conduct water monitoring activities and develop annual report	<b>July 2014 – June 2015</b>	Kay/Resource Tech			

District Program Area: Habitat for Fish and Wildlife - Implementation of Invasive Species Control Program & Information/Education.

Goal(s): By July 2016, 20 site visits will be made resulting in improvement of water quality & habitat on approximately 10 properties within Douglas County.  
 By 2018, 5 workshops or field demonstrations involving over 100 cooperators regarding detection and eradication of invasive species will have been made available.  
 By 2018, 2 different funding sources for technical assistance will be identified.  
 By 2016, 3 water quality and quantity sample monitoring data will take place on Douglas Creek and along with 3 annual reports.

Programmatic Measurable Result Fiscal Year Objective(s): 2 workshops will be conducted targeting 30 landowners.

Funding Source(s): Funding Source(s): *WSCC Category 1 & 2, NRCS – CIG, NRCS – TO, SARE, REACH & Private landowners*

Activities for FY2015	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
a. Conduct outreach activities using District and community resources	July 2014 – June 2015	Kay/Resource Tech			
b. Seek funding to conduct outreach activities	July 2014 – June 2015	Kay/Resource Tech			
c. Project Administration	July 2014 – June 2015	Kay	Jon – 1,305 hrs. Kay - 290 hrs Res. Tech IV – 671 hrs Res. Tech III - 671 hrs Res Tech I - 521 hrs	Jon - \$65,994 Kay - \$13,207 Res. Tech IV - \$30,457 Res. Tech III - \$24,928 Res Tech I - \$12,494	



## FY 2015 (7/1/14 – 6/30/15) Annual Work Plan FOSTER CREEK Conservation District



- District Program Area: Information and Education - Increase awareness of conservation district mission, services, and natural resource conservation.

### Goal(s):

- By September 2014, develop educational outreach materials for the GCP and the Foster Creek Conservation District.
- Quarterly newsletter will be published four times per year, reaching 900 readers throughout the county. Its mission is to educate individuals regarding natural resources while enhancing sustainable, profitable agriculture.
- By 2019, 2 more groups will participate in regional environmental education activities.
- Continue to put on annual meeting with South Douglas Conservation District. The goal of the annual meeting is to attract over seventy-five local residents. Issues that will be discussed range from well water sampling, Douglas County MSHCP, biocontrol releases, watershed issues, along with Farm Bill Updates from NRCS and FSA.
- Continue to develop a North Central Washington Fair Display. The goal of the fair display is to communicate to approximately 1,500 local stakeholders and elected officials the importance of on-the-ground conservation and how a collaborative effort is important to achieve the goals established by the district.
- By 2015, redesign the FCCD website to be more user friendly and update on an on-going basis.
- By 2018, complete 3 videos that will focus on dryland wheat farming and farmer to farmer communication in relation to climate change.
- Continued to sponsor Wheat Week

### Programmatic Measurable Result Fiscal Year Objective(s):

- Newsletter will target 900 individuals four times per year.
- 1 additional group will join Envirothon.
- 55 cooperators will attend joint annual meeting with South Douglas.
- North Central Washington Fair Display with emphasis on district programs will reach over 1,500 individuals.
- Complete three videos that will focus on dryland wheat farming and farmer to farmer communication in relation to climate change.
- Wheat Week education classes will reach 300 students grades 3-8.
- Redesign of the Foster Creek Conservation District website will begin. When finished the goal will be to reach 2,500 more cooperators.

### Funding Source(s): WSCC Category 1 & 2, REACH, SARE, Douglas County

Activities for FY2015	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
a. Seek funding to implement outreach activities	July 2014 – June 2015	Jon/Kay			
b. Conduct outreach activities using District and community resources to promote regional Envirothon.	July 2014 – June 2015	Kay/Resource Tech			
c. Work with key personnel to develop quest speakers at annual meeting.	July 2014 – June 2015	Kay			

d. Negotiate Interlocal Agreement with Franklin Conservation District to continue Wheat Week in Douglas County	<b>July 2014 – June 2015</b>	Kay			
e. FCCD Staff will work with key organizations to sponsor outreach activities relating to natural resource issues in Northern Douglas County.	<b>July 2014 – June 2015</b>	Kay			
f. Project Administration	<b>July 2014 – June 2015</b>	Kay	Kay – 290 hrs Res.Tech. I – 150 hrs	Kay - \$13,207 Res.Tech. I – \$3,597	



# FY 2015 (7/1/14 – 6/30/15) Annual Work Plan FOSTER CREEK Conservation District



District Program Area: District Operations

Goal(s):

- Maintain and implement clear and actionable long range plan
- Develop and implement a strategically diversified funding plan
- Maintain the necessary facilities and equipment to effectively deliver the District programs
- Develop and Maintain loyal, well-trained, and engaged board and staff
- Know FCCD cooperators and natural resource needs.

Programmatic Measurable Result Fiscal Year Objective(s):

- 75% of grant applications are funded to implement the District long range plan.
- 1/3 of funding will come from federal grants, 1/3 of funding will come from state, and 1/3 of funding will come from private/local.
- Secure equipment that best meets current program needs and reflects conservation values.
- Have 2 engaged Associate Supervisors or cooperator volunteers that attend 50% of District Board meetings.
- Development of training program for FCCD staff and supervisors.
- Foster Creek Conservation District will identify a key source of natural resource information and assistance.

Funding Source(s): *WSCC OVHD, NRCS – CIG, NRCS – TO, BLM, Dept of Ecology, NFWF*

Activities for FY2015	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
a. Develop grant source database for grants identified that match District goals and activities.	July 2014 – June 2015	Jon/Kay			
b. Work within funding sources to develop new projects that implement conservation priority practices	July 2014 – June 2015	Jon/Kay/Resource Tech			
c. Cultivate new and existing partnerships to identify and implement joint priority projects	July 2014 – June 2015	Jon/Kay/Resource Tech			
d. Seek grant funding for the highest priority projects with priority given to those projects that implement the greatest number of District and partner priorities possible.	July 2014 – June 2015	Jon/Kay			
e. Develop grant source database for grants identified that match District goals and activities.	July 2014 – June 2015	Jon/Kay/Resource Tech			
f. Work within funding sources to develop new projects that implement conservation priority practices	July 2014 – June 2015	Jon/Kay/Resource Tech			
g. Cultivate new and existing partnerships to identify and implement joint priority projects	July 2014 – June 2015	Jon/Kay/Resource Tech			

h. By 2015, develop grant application policies and procedures	July 2014 – June 2015	Jon/Kay			
i. Conduct quarterly grant strategy staff meetings	July 2014 – June 2015	Staff			
j. All fund sources are fully spent and completed on time	July 2014 – June 2015	Jon/Kay			
k. Board and staff work together to formulate policies based upon current and identified best practices..	July 2014 – June 2015	Staff			
l. Evaluate vehicle and equipment needs and develop a replacement plan and identify funding needs to fully implement the plan.	July 2014 – June 2015	Jon/Kay			
m. District Board and staff work with key cooperators to development recruitment plan for new board members.	July 2014 – June 2015	Jon			
n. Seek and provide key training and networking opportunities for board members.	July 2014 – June 2015	Jon/Kay			
o. Evaluate training needs based upon current capabilities of staff compared to technical proficiencies needed to implement District priorities	July 2014 – June 2015	Jon			
p. Staff work collaboratively to develop individual and total staff training plans that position district staff to provide priority conservation assistance	July 2014 – June 2015	Staff			
q. Staff actively participate in long range and annual planning activities	July 2014 – June 2015	Staff			
r. Seek and provide key training and networking opportunities for staff members	July 2014 – June 2015	Staff			
s. Seek funding to implement district operations activities	July 2014 – June 2015	Jon/Kay			
t. Evaluate ways to minimize data entry time and maximize output for the benefit of the District and public	July 2014 – June 2015	Jon/Kay			
u. Identify key cooperators	July 2014 – June 2015	Staff			
v. Identify meeting structure and committee purpose to ensure effective utilization and program impact	July 2014 – June 2015	FCCD Board/ Jon/Kay/Resource Tech			
w. Identify data gaps	July 2014 – June 2015	Jon/Kay			
x. Begin collecting information and enter data into GIS database	July 2014 – June 2015	Jon/Resource Tech			
y. Have the FY 2014 Annual Report of Accomplishments completed by September 1st, 2014.	July 2014 – June 2015	Kay	Kay – 725 hrs	Kay - \$33,017	
z. The FY 2016 Annual Plan will be completed by April 1st 2015.					
aa. Annual Foster Creek Conservation District Board of Supervisors Planning					

<p>Retreat will take place by March 15th 2015.</p> <p><b>bb.</b> Supervisors' elections will be completed by March 1, 2015.</p> <p><b>cc.</b> Supervisors' appointment will be completed by March 1, 2015.</p> <p><b>dd.</b> A Completed Annual Financial Report will be presented to the board of supervisors by May 10th and sent to the state Auditor and Conservation Commission by May 15th, 2015.</p> <p><b>ee.</b> An internal audit/schedule 22 will take place by May 1st, 2015 with the results presented to the board of supervisors by May 10th, 2015. A copy of the internal audit will be sent to the Commission and State Auditor's Office by May 15th 2015.</p> <p><b>ff.</b> Basic Funding application will be completed and presented to the board of supervisors by May 2015 board meeting and sent to the Commission by May 15th, 2015.</p> <p><b>gg.</b> Annual calculation of WACD dues will be completed and presented to the board of supervisors by the May 2015 board meeting.</p> <p><b>hh.</b> Monthly board meetings will take place on the second Wednesday of each month except for July &amp; August or as changed by the board of supervisors at a public meeting.</p> <p><b>ii.</b> Monthly financial report will be completed and presented before the board at each board meeting.</p> <p><b>jj.</b> By the 20th of each month, grant reimbursements will be completed for the previous month expenses.</p> <p><b>kk.</b> Completed proper quarterly reports as determined by each grant on a quarterly basis.</p> <p><b>ll.</b> Completed proper monthly reports as determine by each grant on a monthly basis.</p> <p><b>mm.</b> Each Foster Creek Conservation District employee will attend training sessions pertaining to their job focus area.</p> <p><b>nn.</b> Each Foster Creek Conservation District supervisor and/or associate will have the opportunity to attending WADE and WACD training sessions in December 2014.and June 2015</p> <p><b>oo.</b> Prepare resolutions for Area and State WACD meetings by 9/30/14.</p> <p><b>pp.</b> Complete Washington State Conservation Commission Grant Application by March 31<sup>st</sup> 2015.</p> <p><b>qq.</b> All personnel reviews will be completed by December 31st, 2014.</p>				
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# FY2015 Annual Budget

## FOSTER CREEK Conservation District

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	<b>Budgeted</b>	<b>Habitat for Fish &amp; Wildlife - Completion of DCGCP &amp; Invasive Species Control Program</b>	<b>Water Quantity &amp; Quality .</b>	<b>Soil Health -</b>	<b>Information / Education</b>	<b>District Operations</b>
<b>Salaries/Benefits (Staff of 5)</b>	305,461.00	147,080.00	98,360.00	10,200.00	16,804.00	33,017.00
<b>Travel</b>	20,000.00	15,000.00	2,500.00	0.00	2,500.00	0.00
<b>Outreach</b>	15,000.00	0.00	0.00	0.00	15,000.00	0.00
<b>Equipment</b>	20,000.00	10,000.00	10,000.00	0.00	0.00	0.00
<b>Rent/Utilities</b>	20,000.00	10,000.00	10,000.00	0.00	0.00	0.00
<b>Office Supplies</b>	20,000.00	7,500.00	7,500.00	2,500.00	2,500.00	0.00
<b>Goods/Services</b>	371,560.00	71,560.00	300,000.00			0.00
<b>Training</b>	20,000.00					20,000.00
<b>Total Budgeted</b>	792,021.00	243,400.00	415,840.00	12,795.00	36,240.00	53,017.00