



FINANCIAL TIMES

*WA ST CONSERVATION
COMMISSION*

09/15/2014

Things here in the WSCC Finance Office are finally slowing down and are a little less crazy! We have officially closed out our FY14 books with OFM and submitted our 15-17 budget request. We look forward to focusing on just FY15 for a bit. ☺ We are working hard to process the voucher payments as quickly as possible for you. A big thank you to all of the district employees that submitted budget suggestions to Debbie for the upcoming 15-17 budget!

Road Trippin' with the Finance Staff!

The countdown is on! Only two weeks until we start our road trip to visit everyone! We are really looking forward to these trainings. It's been a couple years since we have done a road trip and we love coming to see the districts while traveling all around Washington. You should have seen an email go out requesting RSVP's for the trainings. Please RSVP to which training you will attend by **September 16th** if you have not already. We will be providing lunch for all attendees. Please let me know if you need a vegetarian option. Also, we have only received a couple of topics suggestions for our sessions. Please submit any topics that you would like us to cover at our trainings or any burning questions we can answer for you. The road trip provides us more time to spend with you to go more in depth on subjects than we are able to at our annual WADE training. Please submit RSVPs to cwoods@scc.wa.gov and feedback, questions or topics to sccgrants@scc.wa.gov.

Some of the topics we will be covering include:

- CPDS
- Cost Share ☺
- Financial Updates
- TSP Process
- Travel
- Online Forms
- CREP
- Shellfish/Non shellfish

Here are the locations and dates we will be coming to your areas:

- September 29th: South West – Lewis CD Conference Room
- September 30th: South Central – Yakima Area Arboretum
- October 1st: South East – Best Western Plus: Dayton Conference Room
- October 2nd: North East – County of Lincoln Public Works Bldg.
- October 3rd: North Central – WA Apple Commission
- October 15th: North West – Edmonds Community Center

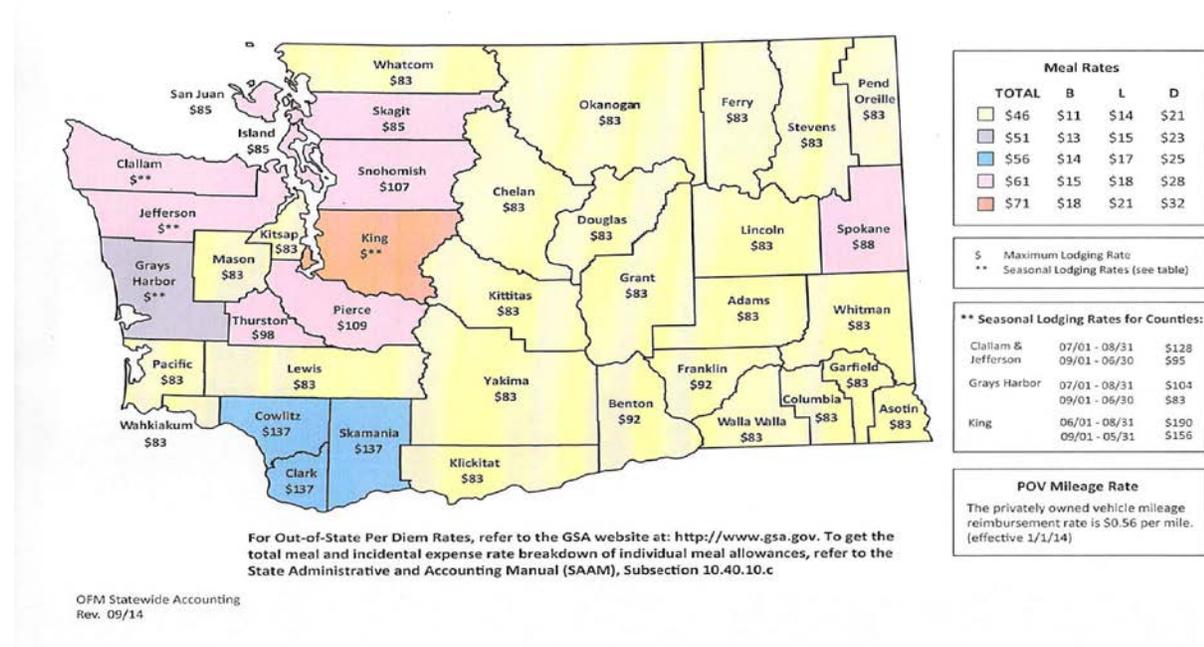
Travel Tip:

Since travel reimbursement is a complicated issue, we are now aiming to bring you a monthly travel tip with rotating subjects. We hope you find this informative and helpful!

New Per Diem Rates – As of October 1, 2014!

Below you will find the new per diem map published by OFM. The rates have been updated and will be effective October 1, 2014. The mileage rate of \$0.56 per mile and meal rates will remain the same; however some lodging rates have changed. Please be sure to print out the map and update your travel forms.

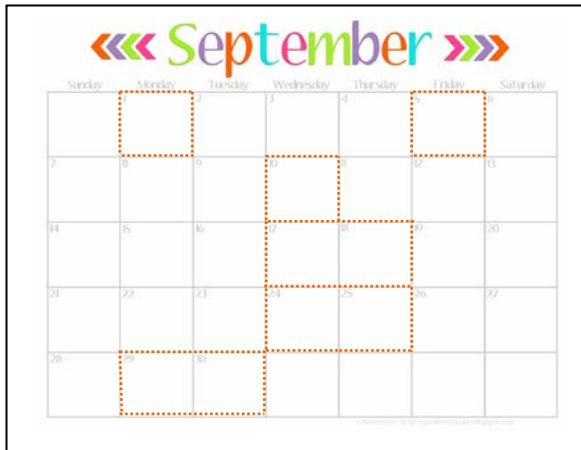
Per Diem Rates - As of October 1, 2014



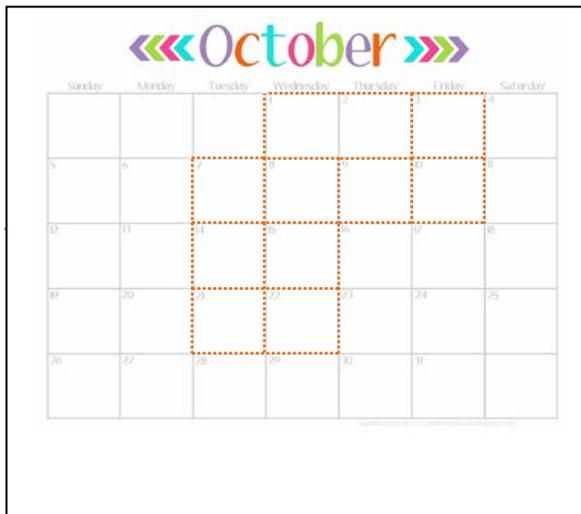
You can find the link to the map here:

<http://www.ofm.wa.gov/resources/travel/colormap0914.pdf>

Upcoming Important Dates



- September 17th-18th: SCC Meeting, Whatcom CD
- September 24th-25th: Annual CRM Tour, Pacific and Grays Harbor
- September 25th: TSP Webinar
- Sept 29th - Oct 3rd: Finance Road Trip



- Sept 29th – Oct 3rd : Finance Road Trip
- Oct 1st - 2nd: CRM Tour (Long Beach)
- Oct 7th: Northwest Area Mtg (King)
- Oct 8th: Southwest Area Mtg (Grays Harbor)
- Oct 9th: CPDS Prioritizing Webinar
- Oct 10th: Monthly Vouchers Due
- Oct 14th: South Central Area Mtg (Underwood)
- Oct 15th: North Central Area Mtg (Grant)
- Oct 21st: Southeast Area Mtg (Whitman)
- Oct 22nd: Northeast Area Mtg (Spokane)

Click for the link to our calendar on our website: <http://scc.wa.gov/grants-finance/forms/>

Reminders

CREP Cost Share

Funds being requested for CREP cost share must be submitted on an Exhibit D form and submitted to Melissa Vander Linden for approval. Once the Exhibit D has officially been approved, the district is awarded the funding and an amendment is produced by WSCC allotting the funds into the grant. Once this has occurred, then the district can incur costs. Any costs incurred before the Exhibit D has been approved will not be eligible for reimbursement.

Did You Know

You can access the WSCC budget submittal for 15-17 that was submitted for funding to OFM on the WSCC website. Click on the link below to access the information:

<http://scc.wa.gov/now-available-conservation-commission-2015-17-budget-proposals/>

You can also access the 15-17 budget information that will be presented to the Commission at the September Commission meeting here:

<http://scc.wa.gov/wp-content/uploads/2014/09/WSCC-September-18-2014-Meeting-Packet.pdf>

Tab 5 will take you directly to the budget information.

Save the Date!

TSP Task Order Webinar

Date: Thursday, September 25, 2014

Time: 1:30 PM – 3:00 PM PDT

The purpose of this webinar is to provide procedural basics of the task order implementation including focus on the requests, task order development, budgeting, implementation, vouchering and reporting steps for TSP Task Orders for Farm Bill Conservation Program Delivery. All districts are invited to attend this webinar even if they do not currently have a TSP Task Order. Here is the link to register for the webinar:

<https://www1.gotomeeting.com/register/128889801>

CPDS Prioritizing Webinar

Date: Thursday, October 9th, 2014

Time: 1:30 PM – 3:00 PM PDT

The purpose of this webinar is to walk through the process of prioritizing projects and practices in the CPDS system for funding. All districts and those individuals who will be entering the data into the CPDS system are encouraged to attend. Here is the link to register for the webinar:

<https://www1.gotomeeting.com/join/477516961>

Question of the Month

Q ~ Are the registration costs and mileage costs for the area meetings grant reimbursable?

A ~ Yes! 😊 When vouchering, please submit the registration sheet.

Please feel free to submit questions you would like answered for our next newsletter. Send all submissions to cwoods@scs.wa.gov.

Pictures of the Month



Here are some photos submitted by Karen Bishop at Whidbey Island Conservation District. These were taken on the NABC/Conservation District tour. It is awesome to see projects districts are working hard on and the partnerships that are formed!



Please feel free to submit pictures for our next newsletter. We love to showcase your hard work! Send all submissions to cwoods@scs.wa.gov