

*FINANCIAL**TIMES**WA ST CONSERVATION
COMMISSION**09/16/2015*

Summer is coming to a close here in Olympia and so is our busy season in the finance division. We are looking forward to both the fall season and returning to our normal work flow. Area meeting time is rapidly approaching and we are excited to be attending most of them and getting out to see district employees and supervisors.

GovDelivery

As you may have already heard, SCC is excited to launch a new email service to better serve conservation districts and our partners. On September 23, the Washington State Conservation Commission (SCC) will begin using GovDelivery, a new email subscription service intended to improve our communication with conservation districts. As a district supervisor or staff, this service will allow you to subscribe to receive email (or text) announcements from the SCC by topic, meaning you'll only receive information that is relevant and/or required for your job. We hope that GovDelivery helps us meet our shared communication needs. We are asking that all district employees and supervisor complete the subscription process by **September 22nd**.

How do I sign up?

[Follow this link](#) to complete the online subscription process. It's important that you please follow the attached Subscription Instructions to ensure that you complete all necessary steps. The instructions provide screen shots to help you navigate each step, and the last pages show the list of subscription topics, descriptions, and recommendations for who should sign up.

Did You Know

Cultural Resources Grant Program

Since all cost share projects are now required to have cultural resources done, each district has a grant to charge the costs to and will be reimbursed based on actual costs incurred. The grant code will be as follows: 16-XX-CR. (XX is the district number). Since this grant is on an “as needed basis”, vouchering is only required when requesting reimbursement, not monthly as all other commission grants. Once the cultural resources have been completed and the district is invoiced, the district can ask for reimbursement from SCC. The following is required for reimbursement:

- Voucher pages (summary and detail)
- Copy of all receipts (regardless of amount)
- Documentation that meets one of the following:
 - a **GEO-0505 review has been completed or**
 - **the project/practice is exempted from the GEO-0505 review or**
 - **a GEO-0505 review is not needed.**

For more information and to read the **entire** Cultural Resource Policy that was approved at the March SCC Commission meeting please click here: <http://scc.wa.gov/wp-content/uploads/2015/03/ONLINE-MARCH-PACKET-FINAL-3-16-151.pdf>. This link will take you to the March Commission meeting packet where you can find the policy under Tab 5 beginning on page 128.

Cultural Resources Exemption List

WSCC has just received a list of conservation practices and activities from the Department of Archaeology and Historic Preservation (DAHP) that can be exempted from a Cultural Resource Review.

The approved exemption list and cover letter can be found on the WSCC Cultural Resource website (<http://scc.wa.gov/cultural-resources-2/>) under the references tab, the last two bulleted items. I have also attached it to this email as well for your convenience.

When using these exemptions, please take note of the narratives describing the conditions of the specific exemption and the description of the practice or activity to see that it applies to the specific practice or activity being considered for an exemption.

Grant Proposals Sought for Manure Application Education

WSDA's [Dairy Nutrient Management Program](#) is accepting applications for grants to develop and carry out farmer education projects focused on this effort. The curriculum in the proposed projects must include ways farmers can make good decisions about when, where and how to apply manure in a

manner that both helps crops grow, but also protects water sources. In addition, the proposed training and outreach projects should help land applicators comply with state and federal water quality laws.

Project proposals to WSDA will be accepted beginning today. The application period closes Nov.

1. Interested applicants should visit the [training project grant page](#) on our website for details on how to apply.

Photo Contest

2nd Annual Conservation District Photo Contest – Win Scholarships to the 2016 WADE Conference!

Do you have great shots of Washington State? Enter them in the State Conservation Commission (SCC) and Conservation District Photo Contest for a chance to win scholarships to the 2016 Washington Association of District Employees (WADE) Conference and/or be featured in a 2016 calendar. The best part—you get to be the judge!

All contest entries will become part of the [SCC/CD shared photo gallery](#). Photos are accessible for all CDs to use non-commercially. Please read the following rules and Terms and Conditions before submitting your photo:

Sponsor: SCC Communications, Partnership Building, and Outreach committee

Contest time period and deadline: Contest opens September 2. **Deadline for entries is October 2, 2015** at 5:00 p.m. Pacific

Eligibility: Must be conservation district employee in Washington State

Location / timeframe: Photos must have been taken in Washington State on or after January 1, 2015

Categories: Six categories of photos are accepted: (1) **People**; (2) **Working lands**, such as farms, crops, livestock, etc.; (3) **Forests / Forestry**; (4) **Water Quality**, such as riparian restoration, shellfish, CREP, etc.; (5) **Fish and Wildlife**; and (6) **Landscapes**.

Limit: 10 entries per person.

How to submit photos: All participants must register and login to the SCC gallery (<http://gallery.scc.wa.gov/>).

1. Under *Identification* in the bottom left, click “register” and follow prompts. You will get an email for verification purposes before you can login.
 - a. After you verify you will be able to login in the lower left part of the page.
2. To upload your photo, click “Upload Photos” under *Menu* on the left sidebar.
 - a. Under “Select an album,” choose one of the six categories (Albums) you wish to enter your photo (people, working lands, forests/forestry, water quality, fish and wildlife, or landscapes). You may select a sub-album (e.g. Landscapes/Puget Sound) if appropriate.
 - b. Select your photo file
 - c. Click on “Set Photo Properties” and fill in the following information **BEFORE** clicking “start upload.”
 - i. Photo title
 - ii. Author
 - iii. Description. Enter County where photo was taken in the Description.
 - d. Click “Start Upload”

- e. A green checkmark and bar appears at the top of your screen indicating your entry is complete.
- f. If you would like to Tag/Keyword a photo, please go to that photo in the gallery

Requirements: Must be high resolution (will need to be blown to at least 8x10) submitted as .jpg files. Photos that have been digitally altered beyond standard optimization and/or that use excessive artistic digital filters and effects will be disqualified. Photos should not include items that could appear to endorse specific companies or products (e.g. product logo or label).

Prizes: Photographers of the top three (3) entries overall will each receive a scholarship to the 2016 Washington Association of District Employees (WADE) Conference. Limit one scholarship per photographer — if one photographer has more than one photo ranked in the top three, they will receive one scholarship, and the photographer with the next highest ranking photo will receive the second or third scholarship.

The top two (2) photos from each of the six contest categories will be featured in a 2016 calendar distributed at the Washington Association of Conservation Districts (WACD) Annual Meeting in December.

Judging: During the week of October 5-9, all CD and SCC staff can rate contest entries. Participating “judges” will give photos a “star” rating (1-5). More details to come. In the case of a tie, the Photo Gallery Subcommittee (CD and SCC staff) will make the final decision. *Note: At this time the system will only allow one rating from one IP address (computer network) per photo, so if multiple people in your office want to rate a photo, some of you may have to do the rating from home.*

Questions: For questions about the contest and rules, contact [Laura Johnson](#) (360-407-6936). For technical questions (e.g. site registration, uploading your photo) contact [Andrew Phay](#) (360-354-2035 x129).

Reminders

Cost Share Resolution

If you have not already submitted the district’s cost share resolution for the biennium, please submit them as soon as possible. The district’s cost share resolution will now be effective for the entire biennium, rather than one fiscal year as in previous biennia. Please be sure the resolution includes both the cost share rates as well as the landowner labor rate. If we do not receive an updated resolution by September 30th, for the biennium, the district cost share rate will default to 50% and the landowner reimbursement rate will be \$20 per hour. As always, if a modification needs to be made during the two year period, the district will have to submit an updated resolution to the Commission prior to submitting for reimbursement.

Here is a link to the online form:

<https://www.formstack.com/forms/?2031783-I9NgNOuyBZ>

Election Webinar

If you haven’t already signed up for the Elections and Appointments Webinar, here is the link to do so. Bill Eller will be covering the updates and policy changes to the process.

WSCC Elections and Appointments Webinar

Join us for a webinar on Sep 18, 2015 at 10:00 AM PDT.

Register now!

<https://attendee.gotowebinar.com/register/8511910316715331329>

This webinar will summarize the recent changes and amendments to the conservation district election and appointment process and on-line forms, and will provide an overview of the election cycle for district employees responsible for conducting district elections.

After registering, you will receive a confirmation email containing information about joining the webinar.

Prevailing Wage Webinar

Do you have questions regarding the rules associated with prevailing wage? Look no further! MRCS has partnered with Labor and Industries to provide a webinar to go over the top ten questions associated with prevailing wage. This is a great opportunity to learn valuable information and it is a FREE webinar. ☺

Date: October 15, 2015

Time: 10:00 AM – 11:00 AM

Here is a link to register:

<http://mrsc.org/Home/Training/Training-Calendar/Prevailing-Wages-Answers-to-Common-Questions.aspx>

Authorized Signature Forms

The ORIGINAL authorized signature form must be submitted to the Commission for the new Biennium. This form will last for the full biennium and an update will only be required if a district wishes to make changes. If a change is made, the updated original form will need to be mailed in as well. **Before any FY16 grant payments are made, the original must be received by WSCC.**

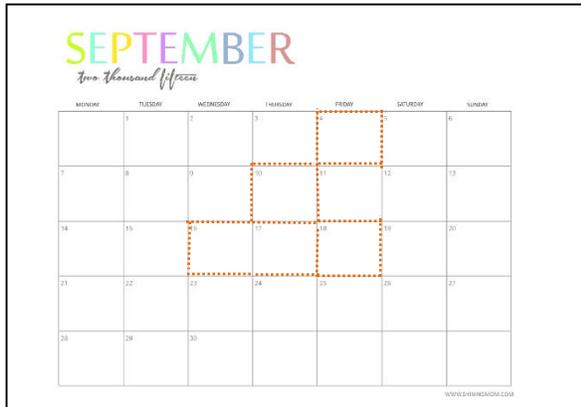
Local Government Performance Center: Lean Academy

Looking to learn Lean strategies and tools to streamline processes in your district? The Local government Performance Center has developed a Lean Academy to help local governments learn the tools needed to deliver services to the public more efficiently and effectively. There are so many different tools and parts to Lean, it can be hard to know where to start or how to implement the strategies in your offices. This is a great resource for districts to utilize and learn from the workshops.

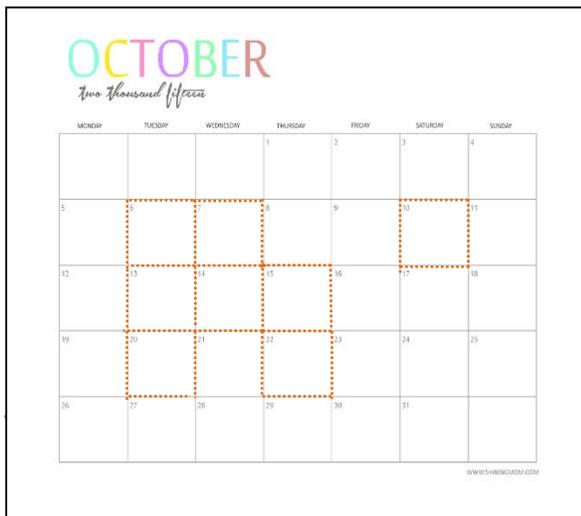
Here is the link to learn about the Lean Academy:

<http://www.sao.wa.gov/local/Pages/LeanAcademy.aspx#.Vfmbt6Pn8iM>

Upcoming Important Dates



- September 4th: District Annual Report of Accomplishments Due
- September 10th: Monthly Vouchers Due
- September 16th-17th: WSCC Commission Meeting, South Yakima CD
- September 18th: Elections Webinar



- October 10th: Monthly Vouchers Due
- October 15th: Prevailing Wage Webinar
- Area Meetings
 - October 6th: Kitsap CD - Northwest
 - October 7th: Lewis CD - Southwest
 - October 13th: Okanogan CD – North Central
 - October 14th: Benton CD – South Central
 - October 20th: Stevens CD – Northeast
 - October 22nd: Asotin CD – Southeast

Question of the Month

Q ~ How do I request reimbursement for attending the WSCC September 21 Policy Meeting?

A ~ Below is the link to request reimbursement for travel, per diem, time, (maximum \$250) to attend the September 21st policy meeting. Please submit the costs to SCC using the link to the form below. Be sure to attach the hotel receipt from the district to the bottom of the form.

<https://www.formstack.com/forms/?2124483-ftkvlHEahM>

Fun Fact about Washington

The highest point in Washington is Mount Rainier. It was named after Admiral Peter Rainier, a British soldier who fought against the Americans in the Revolutionary War. Mount Rainier may look like a tall mountain, but it is in fact an active volcano which stands 13,211 feet. The last large eruption was in 1894. The area became a National Park in 1899 and is estimated that 2 million people visit the National Park every year.



Picture of the Month



United States Congresswoman Suzan DelBene out on a tour of Rivers End Cattle Ranch to tour the Lower Skykomish River Restoration Project. Also pictured is Snohomish CD Manager, Monte Marti!

Here is the link to the full article: <http://www.monroemonitor.com/2015/08/17/rep-delbene-checks-in-on-cattle-ranch-congresswoman-gets-up-close-look-at-lower-skykomish-river-project/>

Photo Credit: <http://www.monroemonitor.com/wp-content/uploads/2015/08/0818-Labish-Farm-3.jpg>

Please feel free to submit pictures for our next all submissions to cwoods@scc.wa.gov.