



FY2017 (7/1/16 – 6/30/17) Annual Work Plan

Okanogan Conservation District



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Mission of the Okanogan Conservation District

- *The mission of the Okanogan Conservation District is to help cooperating land managers achieve their conservation goals.*

Natural Resource Priorities

- **Soil Health –**
 - **Natural Resource Priority Description:** Need greater erosion control and to build soil organic matter.
 - **Priority at which levels:** This is a local, state, and national priority with funding and programs focused on improving soil health at all levels.
 - **Source Data for this natural resource concern includes:** Okanogan Watershed Plan, Bonaparte-Okanogan Watershed Rapid Watershed Assessment, Upper Columbia Salmon Recovery Plan, Okanogan County Soil Survey, 2014 Carlton Complex State & Private Lands BAER Report, 2015 Okanogan Complex Interagency BAER, local knowledge
 - **Other entities engaged on this concern:** Washington State University Cooperative Extension, USDA Natural Resources Conservation Service, USDA Forest Service, Washington Department of Natural Resources, Washington Wheat Growers Association, and National Association of Conservation Districts
- **Water Quantity –**
 - **Natural Resource Priority Description:** Efficient use of available water resources and management of upland watersheds.
 - **Priority at which levels:** This is a local, statewide, and national priority.
 - **Source Data for this natural resource concern includes:** Okanogan Watershed Plan, Bonaparte-Okanogan Watershed Rapid Watershed Assessment, Methow Watershed Plan, Upper Columbia Salmon Recovery Plan, local knowledge
 - **Other entities engaged on this concern:** USDA Natural Resources Conservation Service, Trout Unlimited, Washington Rivers Conservancy, Colville Confederated Tribes, Yakama Indian Nation, Methow Salmon Recovery Foundation, Washington Water Trust, US Fish and Wildlife Service, National Marine Fisheries Service, National Fish and Wildlife Foundation, International Joint Commission Osoyoos Lake Board of Control, BC Ministry of Environment.
- **Water Quality –**
 - **Natural Resource Priority Description:** Improve water quality conditions degraded due to legacy and on-going human activities
 - **Priority at which levels:** This is a local, statewide, national, and international priority.
 - **Source Data for this natural resource concern includes:** Washington State 303(d) list, Okanogan Watershed Plan, Bonaparte-Okanogan Watershed Rapid Watershed Assessment, Upper Columbia Salmon Recovery Plan, 2014 Carlton Complex State & Private Lands BAER Report, local knowledge
 - **Other entities engaged on this concern:** Washington Department of Ecology, and USDA Natural Resources Conservation Service, Colville Confederated Tribes, and Yakama Indian Nation

- *Ecosystem Restoration –*
 - **Natural Resource Priority Description:** *Enhance plant and habitat conditions leading to improvements in water quality, water quantity, wildlife habitat, soil erosion, and decrease risk of catastrophic wildfire*
 - **Priority at which levels:** *This is a priority at all levels*
 - **Source Data for this natural resource concern includes:** *Okanogan Watershed Plan, Bonaparte-Okanogan Watershed Rapid Watershed Assessment, 2014 Carlton Complex State & Private Lands BAER Report, and local knowledge*
 - **Other entities engaged on this concern:** *USDA Natural Resources Conservation Service, USDA Forest Service, Colville Confederated Tribes, Yakama Indian Nation, Washington Department of Natural Resources, Washington Department of Fish and Wildlife, Methow Salmon Recovery Foundation, Methow Conservancy, Okanogan Land Trust, and Columbia Cascade Regional Fisheries Enhancement Group*

- *Viability of Agricultural and Forest Lands –*
 - **Natural Resource Priority Description:** *Provide support to agricultural and forest land owners that reduces the risk that land is converted to non-production uses.*
 - **Priority at which levels:** *This is a local, regional, and state priority*
 - **Source Data for this natural resource concern includes:** *Okanogan Watershed Plan, 2009 Office of Farmland Preservation Report to the Washington State Conservation Commission.*
 - **Other entities engaged on this concern:** *Methow Conservancy, Okanogan Land Trust, Washington State Conservation Commission, Colville Confederated Tribes, and Trust for Public Lands.*

District Operations Priorities

- *Conservation Education –*
 - **Conservation Priority Description:** Residents and visitors to Okanogan County have the knowledge and skills to make conservation decision to benefit natural resources.
 - **Priority at which levels:** This is a priority at all levels.
 - **Source Data for this concern includes:** Okanogan Watershed Plan, Methow Watershed Plan, Common Core and Next Generation Science Standards, Office of the Superintendent of Public Instruction; 2014 Carlton Complex State & Private Lands BAER Report
 - **Other entities engaged on this concern:** WSU Extension, WA Department of Natural Resources, WA Department of Fish and Wildlife, Okanogan County PUD #1, Okanogan Highlands Alliance, Methow Conservancy, Okanogan Land Trust, Methow Restoration Council, local school districts, Colville Confederated Tribes, Methow Valley Interpretive Center

- *District Operations –*
 - **District Operations Priority Description:** Financially stable operation, with sufficiently trained staff to meet program, community, and natural resource needs, and administrative requirements.
 - **Priority at which levels:** This is a local and state priority
 - **Source Data for this concern includes:** Okanogan Conservation District 5-year Plan, Washington State Conservation Commission, Revised Code of Washington, Washington State Auditor's Office, public domain knowledge
 - **Other entities engaged on this concern:** Washington State Conservation Commission, Washington Association of Conservation Districts, Washington Association of District Employees, Washington State Auditor, Okanogan County



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Natural Resource Priority Program Area: Soil Health

Goal(s): Greater erosion control

Programmatic Measurable Result Objective: *By 2018, 10 cooperators will implement soil stabilization practices*

Funding Source(s): WSCC, DOE, CCT, CIG, Disaster Recovery Fund, Assessment

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Implement dryland cover crop project	7/1/16 – 6/30/17	Leslie	500	\$80,000	
Implement Curtis bank stabilization and habitat complexity project	7/1/16 – 6/30/17	Amy	100	\$650,000	
Work with Colville Tribes and others to contact landowners in Upper Okanogan-Lower Similkameen region	7/1/16 – 6/30/17	Amy	125	\$10,000	
Implement CREP where feasible	7/1/16 – 6/30/17	Bob	50	\$10,000	
Implement post fire soil stabilization projects	7/1/16-6/30/17	Terri	5,000	\$1,000,000	FMAG grant application

Natural Resource Priority Program Area: Soil Health
 Goal(s): Build soil organic matter

Programmatic Measurable Result Objective: *By 2018, 5 cooperators will implement practices to build soil organic matter by 0.5%*

Funding Source(s): WSCC, Assessment, NRCS

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Implement dryland cover crop project	7/1/16 – 6/30/17	Leslie	1,000	\$100,000	
Contact landowners regarding soil health and organic matter projects	7/1/16 - 6/30/17	Leslie	100	\$6,000	
Develop projects and program and seek appropriate grant funding to implement	7/1/16 - 6/30/17	Leslie	100	\$6,000	

Natural Resource Priority Program Area: Water Quantity
 Goal(s): Improve Irrigation Efficiencies

Programmatic Measurable Result Objective: *By 2018, 50 cooperators or partners have improved irrigation efficiency by 10%*

Funding Source(s): WSCC, Assessment

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Market and implement Irrigation Efficiencies program	7/1/16 – 6/30/17	Bob	250	\$250,000	
Implement Save Water Save Energy Program	7/1/16 – 6/30/17	Amy	150	\$9,000	
Outreach to landowners for new conservation projects	7/1/16 – 6/30/17	Bob	150	\$10,000	

Natural Resource Priority Program Area: Water Quantity

Goal(s): Improve domestic water use efficiency

Programmatic Measurable Result Objective: *By 2018, 2 domestic water utilities have improved customer efficiency by 10%*

Funding Source(s): Assessment, WSCC

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Compile list and contact information for each domestic water utility in District	7/1/16 – 6/30/17	Mindy	40	\$1,200	
Make initial contact with domestic water utilities to determine interest in partnership	7/1/16 – 6/30/17	Kirsten	80	\$2,500	
Develop cooperative agreements with at least 3 utilities	7/1/16 – 6/30/17	Craig	80	\$3,500	
Seek appropriate grant funding for domestic water efficiency	7/1/16 – 6/30/17	Craig	80	\$3,500	

Natural Resource Priority Program Area: Water Quantity

Goal(s): Restore forest stand health

Programmatic Measurable Result Objective: *By 2018, Select 1 watershed for restoration; and by 2020, forest health watershed plan developed for target watershed*

Funding Source(s): Firewise, Title III, Assessment, Fire Adapted Communities

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Seek funding to develop scoping and public outreach process	7/1/16 – 6/30/17	Kirsten	80	\$3,000	
Implement the Fire Adapted Communities program	7/1/16 – 6/30/17	Kirsten	250	\$300,000	
Implement FireWise activities on 100 properties	7/1/16 – 6/30/17	Zach	1,000	\$75,000	

Natural Resource Priority Program Area: Water Quality

Goal(s): Reduce non-point source pollution

Programmatic Measurable Result Objective: *By 2018 remove one stream segment from Washington State 303(d) list*

Funding Source(s): DOE, WSCC, Assessment

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Work with agency and public partners to identify top five listed stream segments	7/1/16 – 6/30/17	Amy	50	\$1,000	
Identify top three key resource concerns related to the listings in the top five listed stream segments	7/1/16 – 6/30/17	Amy	125	\$4,000	

Natural Resource Priority Program Area: Water Quality
 Goal(s): Restore riparian systems

Programmatic Measurable Result Objective: *By 2018, 10 landowners adjacent to priority reaches have improved riparian systems to functional*

Funding Source(s): CREP, CCT, SRFBD, DOE, WSCC, Assessment, Disaster Recovery Fund

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Conduct outreach and marketing, including direct contacts to landowners in priority reaches	7/1/16 – 6/30/17	Amy	300	\$15,000	
Develop project design for two landowners who request assistance	7/1/16 – 6/30/17	Amy	200	\$10,000	
Seek funding to implement projects and develop designs for additional projects	7/1/16 – 6/30/17	Amy	200	\$7,500	
Implement wildfire restoration projects	7/1/16 – 6/30/17	Terri	1,250	\$500,000	
Implement Ecology water quality implementation	7/1/16 – 6/30/17	Amy	400	\$25,000	

Natural Resource Priority Program Area: Ecosystem Restoration
 Goal(s): Restore Forest Health

Programmatic Measurable Result Objective: *By 2018, forest landowners implement forest stand improvement practices on 1,200 acres; and by 2018, 50 homeowners in the Wildland Urban Interface (WUI) implement Firewise techniques*

Funding Source(s): Title III, Firewise, Implementation, Assessment, Fire Adapted Communities, Carlton Complex

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Implement fuels reduction projects	7/1/16 – 6/30/17	Zach	650	\$25,000	
Seek funding to implement forest stand improvement and fuels reduction projects	7/1/16 – 6/30/17	Zach	120	\$4,000	
Reduce burned and damaged fuels from burned acres	7/1/16 – 6/30/17	Zach	250	\$250,000	

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Natural Resource Priority Program Area: Ecosystem Restoration

Goal(s): Engage in range restoration

Programmatic Measurable Result Objective: *By 2018, 5 rangeland managers implement practices to improve rangeland site conditions on 5,000 acres*

Funding Source(s): WSCC, DOE, CCT, YIN, SARE, Assessment, Carlton Complex, USF&WS, NF&WF

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Contact 15 rangeland managers	7/1/16 – 6/30/17	Terri	500	\$15,000	
Implement Category 3 Projects	7/1/16 – 6/30/17	Terri	200	\$50,000	
Conduct site evaluations and develop conservation plans for 2 managers upon request	7/1/16 – 6/30/17	Terri	300	\$9,000	
Develop and begin implementation of range improvement projects in priority wildlife area	7/1/16 – 6/30/17	Allisa	1,500	\$50,000	
Seek appropriate funding for implementation	7/1/16 – 6/30/17	Terri	150	\$5,000	
Implement wildfire rangeland recovery projects	7/1/16 – 6/30/17	Terri	4,000	\$1,250,00	

Natural Resource Priority Program Area: Ecosystem Restoration

Goal(s): Restore the health of aquatic and wetland habitat

Programmatic Measurable Result Objective: *By 2018, 10 landowners have implemented restoration activities; and By 2018, 100 irrigation pump screens in the Okanogan River meet fish protection standards*

Funding Source(s): CCT-Screens, SRFBD, WSCC, Assessment, NFWF, USF&WS

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Implement Okanogan fish screen remediation program	7/1/16 – 6/30/17	Bob	750	\$250,000	
Work with agency and private partners to identify priority projects needed to restore critical aquatic and wetland habitat	7/1/16 – 6/30/17	Amy	200	\$7,500	
Develop 10 conservation plans and associated projects for wildlife habitat improvement	7/1/16 – 6/30/17	Allisa	1,500	\$60,000	

Natural Resource Priority Program Area: Working Lands

Goal(s): **Ensure agriculturalists have access to technology, farm management information, and conservation assistance to preserve working lands**

Programmatic Measurable Result Objective: *By 2018, no net loss of agricultural sales per acre of farmland*

Funding Source(s): NRCS, RCO, WSCC, Assessment

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Develop partnership agreements with at least two organizations actively involved in agriculture preservation.	7/1/16 – 6/30/17	Allisa	180	\$7,500	
Provide agriculturalists and foresters information that improves efficiency and profitability while maintaining conservation values	7/1/16 – 6/30/17	Allisa	250	\$10,000	

District Program Area: Education

Goal(s): **Increase awareness of conservation district mission, services, and natural resource conservation**

Programmatic Measurable Result Objective:

By 2018, the District receives an average of 10 service requests per month from a range of cooperators including women, minorities, and small-parcel landowners

Funding Source(s): WSCC, DOE, SRFBD, CCT, Assessment, private foundations

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Develop and implement a comprehensive communications and social media plan.	7/1/16 – 6/30/17	Kirsten	250	\$10,000	
Develop and begin implementation of a plan to promote stewardship in Okanogan County	7/1/16 – 6/30/17	Kirsten	250	\$12,500	

District Program Area: Education

Goal(s): **Provide adult education programs that increase conservation activities in the county**

Programmatic Measurable Result Objective:

By 2018, 75% of participants indicate they will take conservation action as a result of education program/event

Funding Source(s): WSCC, DOE, SRFBD, CCT, Assessment, private foundations

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Develop and implement a suite of adult education programs/events to meet interests and needs of local community and to address key conservation issues	7/1/16 – 6/30/17	Kirsten	325	\$15,000	

District Program Area: Education

Goal(s): **Provide youth education programs that meet the needs of county educators**

Programmatic Measurable Result Objective:

By 2018, provide programs to 50% of K-12 students in Okanogan County at least once per school year; and by 2018, 3 more groups participate in regional Envirothon

Funding Source(s): WSCC, DOE, SRFBD, CCT, Assessment, private foundations

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Form a youth education advisory group to identify areas of natural resource education the district can support	10/1/16 – 6/30/17	Kirstie	75	\$3,000	
Develop three education partnerships to increase programming opportunities for K-12	10/1/16 – 6/30/17	Kirstie	150	\$6,000	
Identify five Envirothon program champions that will support the development of teams	10/1/16 – 6/30/17	Kirstie	50	\$2,000	
Implement a dynamic K-12 program that focuses on programs that assist educators with curriculum requirements and excite students to learn about local natural resources	10/1/16 – 6/30/17	Kirstie	750	\$25,000	

District Program Area: District Operations

Goal(s): **Maintain and implement clear and actionable long range plan**

Programmatic Measurable Result Objective:

By 2018, 75% of grant applications are funded to implement the District long range plan

Funding Source(s): WSCC, Assessment

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Develop a list of known grant sources that align with District priorities	7/1/16 – 6/30/17	Craig	50	\$2,500	
Develop priority projects that align with the District's Annual and 5-year plan	7/1/16 – 6/30/17	Craig	300	\$15,000	
Apply for grant funding most aligned with develop projects ready for implementation	7/1/16 – 6/30/17	Craig	250	\$10,000	

District Program Area: District Operations

Goal(s): **Develop and implement a strategically diversified funding plan**

Programmatic Measurable Result Objective:

By 2018, 85% of funding from grants, 4% from fee for services programs, 1% from individual donors, 10% from assessment

Funding Source(s): Assessment, DOE, WSCC, SRFBD, CCT, NRCS

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Develop grant application policies and procedures	7/1/16 – 6/30/17	Craig	50	\$1,500	
Conduct quarterly grant strategy meetings	7/1/16 – 6/30/17	Craig	150	\$3,500	
Implement cooperative agreements to assist partners and landowners with voluntary conservation efforts	7/1/16 – 6/30/17	Craig	750	\$30,000	
Renew District assessment	7/1/16 – 6/30/17	Craig	100	\$5,000	

District Program Area: District Operations

Goal(s): Maintain the necessary facilities and equipment to effectively deliver the District program

Programmatic Measurable Result Objective:

By 2018, have affordable office space for the District that preserves the NRCS/District partnership; and by 2018, secure vehicles and equipment that best meets current program needs and reflects conservation values

Funding Source(s): Assessment

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Develop and implement office space plan		Craig	250		Completed in FY 2015
Implement a funding savings plan for vehicle replacement		Kim	50		Completed in FY 2015

District Program Area: District Operations

Goal(s): **Develop and maintain loyal, well-trained, and engaged board and staff**

Programmatic Measurable Result Objective:

By 2018, have 5 engaged Associate Supervisors that attend 50% of District Board meetings; and by 2018, average staff employment is a minimum of 5 years

Funding Source(s): Assessment, WSCC

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Develop supervisor recruitment plan	7/1/16 – 6/30/17	Craig	50	\$1,500	
Contact 10 cooperators about becoming Associate Supervisors	7/1/16 – 6/30/17	Craig	75	\$3,000	
Maintain updated employee training plans	7/1/16 – 6/30/17	Craig	50	\$2,500	
Board actively engages staff in long-range and project planning	7/1/16 – 6/30/17	Ivan	50	\$1,500	
Provide necessary training and meeting opportunities to develop knowledge and skills for position	7/1/16 – 6/30/17	Craig	250	\$15,000	

District Program Area: District Operations

Goal(s): Know our cooperators and natural resource needs better

Programmatic Measurable Result Objective:

By 2018, Okanogan CD will routinely identified as a key source of natural resource information and assistance

Funding Source(s): WSCC, Assessment

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Develop a GIS linked cooperator database	7/1/16 – 6/30/17	Mindy	250	\$15,000	
Convene a cooperator advisory committee to seek input on district program delivery	7/1/16 – 6/30/17	Craig	40	\$1,500	
Begin collecting baseline natural resource assessment data	7/1/16 – 6/30/17	Craig	400	\$30,000	

District Program Area: District Operations

Goal(s): Develop and maintain effective and efficient funding and administration of District activities

Programmatic Measurable Result Objective:

By 2018, have no audit findings in all audits of district finances and program review

Funding Source(s):

Activities for FY2017	Target Dates	Person Responsible	Time(Hours) Required	Estimated Funding	Notes
Prepare and submit all financial and program documentation with appropriate entities	7/1/16 – 6/30/17	Kim	2,500	\$100,000	
Conduct internal audit and review of policies and procedures annually, adjust program and policies as needed	7/1/16 – 6/30/17	Kim	120	\$6,000	
Conduct district business, in accordance with all laws, rules, and established policies	7/1/16 – 6/30/17	Kim	800	\$35,000	



FY2017 Annual Budget Okanogan Conservation District

INCOME		EXPENSES	
Federal Grants	\$573,048.00	Salaries & Benefits	\$ 641,689.00
State Grants	\$3,223,611.00	Meetings (Annual, WACD, NACD)	\$ 5,450.00
Plant Sale	\$13,000.00	Supplies (Office, operating, refreshments)	\$ 7,011.00
Other Revenue	\$99,915.00	Communication (Postage, phone, Internet)	\$ 8,075.00
Special Assessment	\$122,126.00	Equipment (Office & operating)	\$ 10,000.00
		Training (WADE & other)	\$ 12,200.00
		Advertising	\$ 2,600.00
		Rent – Office Space	\$17,000.00
		Insurance	\$ 6,600.00
		Miscellaneous - (Misc, Dues, subscriptions, transfer fees)	\$ 6,465.00
		Vehicle (Fuel, maintenance, purchases)	\$ 18,500.00
		Rentals (Display booths, equipment, rooms)	\$ 1,225.00
		I&E (Envirothon, Fair booth, other)	\$1,500.00
		Services (Contracting, printing & mailing, audits, copier agreement, maintenance)	\$ 150,000.00
		Plant Sale	\$ 13,645.00
		Travel (Mileage, meals, lodging)	\$ 6,000.00
		Cost Share	\$3,250,672.00
		Debt Fees	\$0.00
		Permit Fees	\$5,129.00
		Assessor Fee	\$ 5,560.00
		Emergency/Cash Flow Fund	\$ 12,229.00
Total Income	\$4,031,700.00	TOTAL EXPENSES	\$4,181,550.00