

VSP WORK PLAN PRACTICE POINTERS

The following practice pointers (listed in no particular order) were identified by the Voluntary Stewardship Program's Technical Panel and Statewide Advisory Committee after reflection on the VSP work plan approval process during March 2017-July 2017. The pointers can be used by VSP county work groups to help in the creation and successful submittal of their work plans to the Technical Panel. They are provided in no particular order of importance.

- Provide a cover sheet or a cross-walk table with the work plan that lists each element of RCW 36.70A.720 (1) (a)-(l) and where to find it in the work plan.
- A clearly identified section of the work plan should be identified and in it an explanation of how the July 22, 2011 baseline was established should be included.
- Clearly explain monitoring, adaptive management, and reporting requirements in the work plan.
- Clearly identify and explain adaptive management thresholds in the work plan.
- Clearly identify active and inactive VPS participants (or direct and indirect - those participating in VSP and those not) in the work plan, expected numbers of each, and how those participants will interact with the work plan.
- Datasets used for monitoring purposes should be repeatable for subsequent analysis.
- Clearly set out how agricultural practices will protect critical area functions and how that compares to practices used at the baseline.
- For ease of reference, please provide sequential page numbers for the work plan and all appendices.
- Clearly relate monitoring goals and benchmarks to data collected during monitoring.
- When attempting to comply with the directive in RCW 36.70A.720 (1) (a) to *“review and incorporate applicable water quality, watershed management, farmland protection, and species recovery data and plans,”* be sure to identify

the data and other plans and include why that data or plans were incorporated into the work plan.

- When attempting to comply with the directive in RCW 36.70A.720 (1) (i) to “*establish baseline monitoring,*” be sure to include actual numbers for “(i) *participation activities and implementation of the voluntary stewardship plans and projects; (ii) stewardship activities; and (iii) the effects on critical areas and agriculture relevant to the protection and enhancement benchmarks developed for the watershed.*” If actual numbers cannot be provided, then a detailed narrative describing the baseline monitoring for each should be provided in the work plan.
- Clearly identify in the work plan the audience the work plan is written for and be sure to write the work plan to meet the needs of that audience.