



FY 2020 (7/1/19 – 6/30/20) Annual Work Plan

Palouse Rock Lake Conservation District

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Mission of the Palouse Rock Lake Conservation District 2020

- *To assist agricultural producers to maximize sustainable productivity, to increase their income while conserving and enhancing natural resources for now and future generations of rural residents by providing federal, state, county, city, and private programs, resources, technical & scientific information, and educational opportunities.*

Natural Resource Priorities

- Soil health/Water Quality/Water Quantity/Erosion Control
- Air Quality
- Natural Resource Education and Outreach

Soil Health, Water Quality, Water Quantity, Erosion Control, Stream Bank Stabilization/Stream improvement Goals for FY 2020:

1. PRLCD will engage in a new marketing and outreach campaign to provide inspiration towards innovation in conservation agriculture on the Palouse showcasing cover crops, soil moisture storage techniques, field grazing/simulated grazing, precision ag software/hardware technology, precision chemical applications, field compost application, carbon sequestration, crop diversification, mycorrhizal applications, soil amendments, and Integrated Pest Management to improve soil health, increase soil moisture holding capacity, reduce chemical dependence, and improve overall water quality. PRLCD will host and assist partners with demonstrations, producer meetings, and research trials to showcase methods to improve soil health and soil moisture retention that will reduce sediment erosion into streams.
2. PRLCD will increase direct seeded acres from 60% to 80% of the cropland acres in the district while further developing education and outreach strategies to help inspire producer attitudes towards favoring direct seeding over conventional cropping by hosting scheduled meetings, seminars, demonstrations, and research trials through a grant partnership with Lincoln CD and Pine Creek CD as well as a Direct Seed Grant administrated by PRLCD in partnership with Whitman CD, Adams CD, and Franklin CD. PRLCD will continue to provide assistance to the RCPP program for Direct Seed Projects and Riparian Projects.
3. PRLCD will increase acres of contour grass buffer strips from current 40% to 50% installed within district boundaries.
4. PRLCD will continue research and monitoring of soil health and soil moisture on 4 sites (2 in crop, 2 in fallow) with Aquaspy monitoring equipment.
5. PRLCD will increase documentation of soil loss reduction that is being achieved through direct seed utilizing monitoring components of the RCPP Program and the in-stream monitoring equipment on Thorn Creek and Kamiak Creek.
6. PRLCD will develop plans to install riparian buffer plantings and/or structures to reduce streambank erosion through grass buffers and woody vegetation for streambank stabilization. This will include Post Assisted Log Structures and Beaver Dam Analogue that will trap sediment flowing downstream and reduce streambank erosion.
7. PRLCD will educate and encourage producers toward planting working/commodity buffers along streams to reduce erosion and stream turbidity while providing crop diversification. For producers, interested in buffering streams, PRLCD will offer TA, planning, and installation through incentive programs.
8. Develop plans and implement installation for fence and water facilities to exclude livestock from streams.
9. PRLCD will produce and install at least 2 CREP plans that have been requested for Riparian Forest Buffers on Downing Creek and the Palouse River.

10. PRLCD will maintain CREP and DOE Riparian Forest Buffer projects to optimize stream sediment reduction for the required amount of time as stated in grant contracts.
11. PRLCD will document the number of producers that are adopting precision agriculture and provide cost share for precision technology to reduce unnecessary passes, and over-application of nutrients, chemicals and seed in the field.
12. PRLCD will provide education and outreach to livestock producers for exclusion of livestock from the streams and proper grazing management to protect water quality.
13. PRLCD will provide TA to assist NRCS through the NACD grant to create EQIP and CSP plans along with conservation technical assistance grants that reduce nutrients and sedimentation into streams.
14. PRLCD will encourage and assist producers with plans to install off-site watering facilities for livestock and wildlife.
15. PRLCD will investigate cooperator interest in sediment retention structures or grassed swales for drainage ditches.
16. PRLCD will assist with the development and implementation of direct seed systems and increase Farmed Smart participation in Eastern Washington through partnerships.
17. PRLCD will help producers navigate the permitting process for in-stream work and search for funding for stream restoration and dredging projects that are required to reduce erosion or flooding.

**Funding Source(s): Centennial Clean Water Grant
Federal Clean Water Act Section 319
Regional Conservation Partnership Program
Washington State Conservation Commission**

Activities for FY2019-2020	Target Dates	Person Responsible	Time Required	Estimated Funding
Plan and implement a direct seed project for 1 cooperator in PRLCD participating in the 3-year RCPP Direct Seed Program Funding Source: PRLCD/NRCS	July 2019- June 2020	James	Ongoing	\$60,000
Plan and Implement conservation projects through the NACD/NRCS Assistance Grant Funding Source: NACD/EQIPCSP/COTA	July 2019- June 2020	James	Ongoing	\$79,000
Implement the commodity Buffer Program Funding Source: SCC/RCPP/NRCS	July 2019 June 2020	James, Andrew	Ongoing	\$3,300
Plan and Implement 1 mile of Riparian Forest Buffer on Downing Creek for partnership with PCD Direct Seed Grant	July 2019- June 2020	James	Ongoing	\$36000
Direct Seed Cost Share for up to 6 cooperators as outlined in the LCCD DOE Grant Funding Source: Lincoln CD/PRLCD DOE Grant	July 2019- June 2020	James, Cindy, Kristen	Ongoing	\$96,833.33
Install 3 miles of Riparian plantings or buffer strips along streams as outlined in LCCD DOE Grant. Funding Source: Lincoln/DOE Grant	July 2019- June 2020	James, Andrew	Ongoing	\$26,250
Collect Economic Data for Direct Seed Implementation. Funding Source: LCCD/DOE	July 2019- June 2020	James	Ongoing	\$562.50
Direct Seed Cost Share for 12 producers Funding source: PRLCD/DOE Grant	July 2019- June 2020	James, Andrew	Ongoing	\$ 250,000
Cover Crop Monitoring as outlined in the DOE PRLCD Direct Seed Grant Funding Sources: PRLCD/DOE Grant	July 2019- June 2020	James, Andrew	Ongoing	\$11,321
Host direct seed tour, provide outreach and education of direct seed, cover crop demonstration trial plots PRLCD/DOE Grant	July 2019- June 2020	James, Andrew	Ongoing	\$13,000



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Funding Source(s): Centennial Clean Water Grant Farm Service Agency (CRP programs)

Activities for FY2019-2020	Target Dates	Person Responsible	Time Required	Estimated Funding
Continue to write conservation plans for 1.5 miles of CREP riparian streams and rivers not needing fence or water systems. Funding source: LCCD/FSA/DOE/PRLCD	July 2019- Mar 2020	James, Andrew	30 days	\$6,000
Plant 3,600 Trees and Shrubs in 2 CREP riparian areas Funding source: FSA/DOE/PRLCD	February 2020-May 2020	James, Andrew	14 days	\$18,000
Education Booth at Fairs Ag Expo in Spokane PNDSA Direct Seed Conference Funding source: DOE/PRLCD	July 2019- June 2020	James, Andrew, Cindy	21 days	\$3,000
Continue to maintain CREP projects for up to 5 years.	July 2019- June 2020	James, Andrew, Cindy	120 days	\$24,000
Assist FSA with CRP and CREP contract reviews as needed. Funding Source: FSA/WSCC	July 19- June 20	James, Andrew	30 days	\$6,000

Washington State Conservation Commission/NACD

Activities for FY2019-2020	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Host monthly Conservation Innovation Meetings for ag producers and district residents to share thoughts and ideas on the future of agriculture and conservation in the region. Funding Source: WSCC/DOE-PRLCD/	July 2019-June 2020	James, Andrew	36 days	\$4,800
Provide funding for Precision Ag technology. Funding Source: NRI/WSCC/RCPP	July 2019-June 2020	James	30 days	\$30,000
Write 2 conservation plans for 1 mile of CREP riparian forest buffer Funding source: FSA/DOE/PRLCD/	July 2019-December 2020	James, Andrew	30 days	\$3200
Plant 3,600 Trees and Shrubs in CREP riparian areas Funding source: FSA/DOE/PRLCD	Feb 2020-May 2020	James, Andrew, Richard	14 days	\$18,000
Education Booth at Fairs Ag Expo in Spokane Direct Seed Conference Funding source: DOE/PRLCD	July 2019-June 2020	Dan, Cindy	21 days	\$3,000
Maintenance of RCPP Riparian Project on Imbler Creek. Funding Source: RCPP/WSCC	July 2019-June 2020	James, Andrew, Richard	14 days	\$3,900
Perform outreach and education for streambank stabilization opportunities. Write conservation plans for streambank stabilization projects. Funding Source: NRI-WSCC	July 2019-June 2020	James, Andrew	Ongoing	\$20,000
Commodity Buffer/Working riparian buffer incentive program: Goal: Increase the working riparian buffer incentive acreage. Funding Source: NRCS/WSCC	July 2019-June 2020	James	Ongoing	\$3,300
Complete 1-year NACD Urban Agriculture Grant for Endicott Community Garden Funding Source: NACD	July 2019-February 2020	Andrew, James	Ongoing	\$50,000
Hire new employee to complete tasks outlined in NACD/NRCS Assistance Request Funding Source: NACD	June 2019-June 2020	James, Andrew	Ongoing	\$79,000

Program Area: Air Quality

Goals: By the year 2020

Increase Air Quality Education and Outreach

Encourage Direct Seed Farm Systems for reduction of air particulates

Activities for FY2019-2020	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Further educate cooperators of the benefits of direct seed systems to reduce particulates in air. Funding source: DOE/PRLCD	July 2019- June 2020	James, Andrew	5 days	\$500
Increase the outreach and education of low disturbance farming systems and regenerative agriculture at fairs, annual meeting, social media, and web site. Funding Source: DOE/PRLCD/Lincoln CD	July 2019- June 2020	James , Andrew	5 days	\$500
Increase outreach and education of carbon sequestration and soil moisture holding capacity through soil carbon storage with low disturbance tillage operations, cover cropping, crop diversification, contour buffers, upland tree and shrub plantings, and green fallow rotations. Funding Source: DOE/LCCD/PRLCD/IMP.	July 2019- June 2020	James, Andrew	5 days	\$500
Develop partnerships and apply for grant funding for alternative energy projects utilizing sustainable methods such as solar or geothermal techniques to power, heat, and cool farms buildings, shops, and barns to reduce grid supplied electricity and fossil fuel dependency. Assist communities with TA and grants for alternative energy projects. Funding Source: WSCC Implementation.	July 2019- June 2020	James, Andrew	30 days	\$3,000

Program Area: Natural Resource Education and Outreach

Goals: By the year 2020

- **Increase outreach and education of benefits of riparian vegetation, innovative agriculture techniques, and alternative cropping rotations.**
- **Increase Technical Assistance for rural and urban residents of Palouse Rock Lake Conservation District.**
- **Encourage diverse use of partnerships, programs, and grants to increase Technical Assistance provided to district residents.**

Natural Resource Education and Outreach

Continue work providing education and outreach for the NACD Urban Agriculture grant. PRLCD will assist with creating community gardens and town “farms” for rural residents of Palouse-Rock Lake Conservation District to produce an abundance of fresh, local herbs and vegetables.

Grant Portfolio Diversification

Apply for grants that will diversify PRLCD’s Grant portfolio directly related to conservation of soil, water, air, plants, animals and human environments.

Activities for FY2019-2020	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Complete 1-year NACD Urban Agriculture Grant for Endicott Community Garden	July 2019 June 2020	Andrew, James	120 days	\$50,000
Provide outreach and education for producers to utilize Farm Service Agency, Washington State Conservation Commission and DOE Programs to increase vegetation of riparian areas such as filter strips, and riparian forest buffers. FSA/SCC/DOE/PRLCD	July 2019 June 2020	James, Andrew	10 days	\$500
Contact private wildlife habitat preservation groups to discuss partnerships and funding for riparian habitat rejuvenation for soil, water, wildlife habitat, and pollinator habitat.	July 19- June 20	James, Andrew	20 days	\$1000
Continue planning for BLM Escure Ranch Project to perform noxious weed control and aerial application of grass seed, forbs, and pollinator seed on 100 acres. Plant riparian area with grass, trees, and shrubs.	July 2019 June 2020	Andrew, James	30 days	\$60000
Rocky Mountain Elk Foundation Grant- Perform planning and installation of riparian project in prime elk habitat on Palouse River or Scablands areas.	July 2019 June 2020	Andrew, James	30 days	\$10,465

Program Area: District Operations

Goal(s): By February 27, 2020 have staffing and services to match 105% of the programs needed by our cooperators

Funding Source(s): Grants and Program Generated Income

Activities for FY2019-2020

Activities for FY2019	Target Dates	Person Responsible	Time Required (Days)	Estimated Funding
Monthly Board Meeting Preparation:	Monthly	Cindy	12	\$2,300
Treasures Report	Monthly	Cindy	1	\$285
Board Meeting Minutes	Monthly	Cindy	1	\$2,300
Board Meeting Agenda	Monthly	Cindy	1	\$2,300
Bill Processing and Coding	Monthly	Cindy	24	\$2,300
Payment and Blanket Vouchers	Monthly	Cindy	1	\$760
Quarterly Taxes	Quarterly	Cindy	3	\$1,511
FICA				
Employment Security				
Department of Labor & Industries				
Department of Revenue				
Grant Vouchers	Monthly	Cindy	6	\$6,800
Grant Activity Reporting	6/30 & 12/31	James	2	\$274
Implementation Grant Application	6/16	James	3	\$822
Year End Financial Report	5/30	Cindy	5	\$9,500
Plan of Work	5/28	James & Cindy	3	\$720
Report of Accomplishments	9/30	James & Cindy	2	\$480
Habitat Tree/Shrub Billings	2/16-6/18	Cindy	5	\$907
Internal Audit	April 2020	Board/Cindy	1	\$190
State Audit	May 2020	Cindy/Auditor	3	\$575
Prepare Budget	12/2020	James	1	\$350
Elections	12/2020	Cindy	2	\$800
Employee Evaluations	12/2020	Board/Cindy	1	\$50
Review MOU and Agreements	1/2020	Board/Dan	1	\$1200
Receiving and Routing Phone Calls and Mail	Daily	Cindy	10	\$2,270
Janitorial	As needed		1	\$1000
Maintenance of District Vehicle	As needed	James	1	\$2,000
Office Maintenance and Repairs	10/2019	James	2	\$900
Attend S.E. Area Meetings	10/2019	Board/James	1	\$500
Attend WACD Meeting	6/2020	Cindy/ James	3	\$2,500
Attend WADE Training-Leavenworth	6/2020	Cindy/James/Andrew	3	\$2,500
Attend Engineering Meetings	As needed	James/Andrew	1	\$400

BUDGET (7/1/19-6/30/20)

REVENUE	\$	EXPENSES	\$
Basic Funding	\$12,500	Wages and Benefits	\$160,000
Implementation Grant	\$83,100	Supplies	\$32,000
RCPP Technical Assistance	\$30,000	Health Benefits	\$30,000
DOE Lincoln	\$41,250	Professional Services	\$25,000
Commission CREP	\$25,000	Communication	\$3,500
DOE Burn Program	\$10,000	Travel and Registrations	\$7,500
NACD/NRCS Assistance Grant	\$79,000	Employee Retirement	\$4,200
PCD Direct Seed Grant-Downing Creek Project	\$36,000	Insurance	\$4,800
DOE PRLCD Direct Seed Grant	\$299,321.33	Utilities	\$4,400
Rocky Mountain Elk Foundation Grant	\$10,465	Elections/Advertising	\$150
NACD Urban Ag Grant	\$50,000		
VSP	\$13,000		
		Cost Share	\$150,000
TOTAL:	\$689,636	TOTAL	\$421,550.00




Palouse-Rock Lake Conservation District Certificate Of Adoption

We the board of Supervisors of the Palouse-Rock lake Conservation District do hereby approve this document known as the **Annual Plan of Work 2019-2020 of the Palouse-Rock Lake Conservation District.**

We hereby certify the adoption and approval of this Plan.


Clinton O'Keefe, Chairman


Tom Kucklick, Vice Chairman


Dave Johnson, Treasurer


Doug Schuster, Member

Adopted


May 21, 2019