

**COASTAL SOIL AND WATER CONSERVATION DISTRICT  
PLAN OF WORK  
FY 2013**

**MISSION STATEMENT:**

**The Coastal Soil and Water Conservation District provides leadership, information, education, economic incentives and technical assistance to conserve, improve and sustain our natural resources through partnerships with individuals, businesses, schools, organizations, and local, state, and federal governments.**

**OBJECTIVE 1: CONSERVATION EDUCATION:**

Responsible Supervisor(s):

**GOAL 1: Increase Conservation Education in the Classroom.**

1. Sponsor poster contest for Elementary School classes based on NACD contest. Sept. 2012 – May 2013
2. Conduct in-classroom programs as requested by teachers. Sept. 2012 – May 2013
3. Purchase “Conserving Soil” books for education in schools. Sept. 2012 – May 2013
4. Provide supplemental material for lesson plan to meet State standards to present to schools. Sept. 2012 – May 2013

**GOAL 2: Increase Conservation Education Special Events/Programs.**

1. Host an Arbor Day Celebration tree planting at a school in each district county. February 2013.
2. Sponsor student from each county to participate in NRCW conservation camp – Tifton, GA. April 2013 – June 2013.
3. Make presentations to two groups, organizations and affiliate membership about conservation practices. July 1 2012 – June 1, 2013
4. Involve youth in work experience. July 2012 – June 2013
  - a. Look into programs for youth to be assigned to work in NRCS Offices.
5. Participate in CoastFest in October and pass out educational material relating to Conservation of Natural Resources. Sept. 2012 – October 2012

**OBJECTIVE 2: INCREASE PUBLIC AWARENESS/INFORMATION.**

Responsible Supervisor(s):

**GOAL 1: Increase Public Awareness through Programs and Publications.**

1. Hold District affiliate recognition meeting. September 2012 – June 2013
2. Present awards to contest winners, teachers and principals at the school’s request. February 2013 – May 2013
3. Give presentations to local officials annually. Sept. 2012 – May 2013
4. Submit news articles on partnership events to all multi-media. September 2012 – June 2013
5. Educate the public on the District’s programs and services. July 2012 – June 2013
  - a. Development of website for visibility and notification of events

6. Purchase or develop, and then distribute, educational and informational materials to inform the public of the need to manage and protect soil and water resource.
7. Purchase and distribute Soil and Water Stewardship Week materials April 28 through May 5 to inform the public of the need to manage and protect soil and water resources.

**GOAL 2: Cooperate With Partners.**

1. Meet annually with partners or request annual reports from them (USDA Farm Services and NRCS; Georgia Department of Natural Resources; Georgia Forestry Commission; Georgia Extension Service; Coastal Resources; RC&D Council; Environmental Protection Department; Local issuing Authorities; Area River Keepers; Wild Turkey Foundation; USA Fish and Wildlife). July 2012 – June 2013

**OBJECTIVE 3: CONSERVE NATURAL RESOURCES THROUGH TECHNICAL ASSISTANCE.**

Responsible Supervisor(s):

**GOAL 1: Protect and Improve Soil and Water Quality and Wildlife Habitat through Technical Assistance.**

1. Monitor NRCS activities and offer support for programs. July 2012 – June 2013.
2. Provide No Till Drill, Litter Spreader, and Scalper to the public for rent. August 2012 – June 2013
3. Provide technical assistance with the Wetland Conservation Act/Reserve. August 2012 – May 2013
4. Make District services available to Fort Stewart/Hunter if time allows. August 2012 – June 2013

**GOAL 2: Implement Farm Bill and Other USDA Programs.**

1. Identify programs available and publicize listing signups dates, planning, and contracts. August 2012 – June 2013
2. Cooperate with NRCS in prioritizing local resource concerns and reviewing cost share rate information through the Local Work Group for Delivery of Farm Bill Programs in areas such as: Forestry; Soil Erosion; Water Conservation - A; Water Conservation - B; Water Quality – CAFO; and Water Quality – Grazing lands. July 2012 – June 2013
3. Promote conservation programs such as CSP, WRP, WHIP, EQIP and EQIP others that assist with forestry, wildlife habitat preservation, water conservation and water quality. July 2012 – June 2013

**GOAL 3: Increase Forestry and Wildlife Habitat**

1. Provide technical assistance for forest stewardship program which encourages forest landowners to actively manage their forest for multiple uses. July 2012 – June 2013
2. Increase forest acres under good management. July 2012 – May 2013
  - a. Support the Forestry Stewardship Program as outlined by the Georgia Forestry Incentive Program.
  - b. Sponsor Forestry Program on BMP's and Improved Forest Protection.

- c. Work with the Georgia Forestry Commission to sponsor a seminar on forestry for district landowners.
  - d. Oppose any cuts in Georgia Forestry Commission fire protection.
  - e. Encourage the use of shade trees in residential areas.
3. Continue to work with other resource agencies to partner and collaborate on forest and wildlife habitat projects. July 2012 – June 2013
  4. Educate the public on forest and wildlife habitat issues and protection and enhancement efforts. July 2012 – June 2013
  5. Continue efforts to locate dip-sites and dry hydrants sites for fire protection. July 2012 - October 2012

**GOAL 4: Increase Conservation in Urban and Developing Communities.**

1. Help developers and property owners plan and design onsite stormwater infiltration practices to better control erosion, slow runoff, protect and improve water quality, and protect lives and property downstream. July 2012 – June 2013
2. Publicize the value of protecting drainage ways, buffers and tree corridors for protection of water quality and wildlife habitat. July 2012 – June 2013
3. Supervisors and staff meet with Planning Commission staff to coordinate natural resource concerns in the urban planning process. July 2012 – June 2013
4. Publicize and/or coordinate with Planning Commission staff the importance of published soil survey information in urban planning development. July 2012 – June 2013
5. Educate the public about groundwater quality and quantity issues and efforts to protect it.
6. Promote water conservation by the usage of rain barrels to collect roof runoff of rainwater. Work with Kelly O’Rourke (Georgia DNR CRD) to schedule Rain Barrel/Water Conservation Workshops throughout the District. July 2012 – May 2013
7. Endeavor to host Coastal Stormwater Supplement Awareness Workshop. July 2012 – May 2013
  - a. Consider applying for Coastal Incentive Grant
  - b. Encourage more small community drainage and flood prevention through RC&D.
  - c. Provide public awareness programs related to flood potential and problems inherent of development.

**GOAL 5: Increase understanding for the need to preserve and protect soil resources**

1. Help local units of government fully implement the Erosion and Sediment Control Act of 1975 and to implement new House Bill 285, by hiring Erosion and Sediment Control Inspector(s) to work with Local Issuing Authorities utilizing grant funds. August 2012 – May 2013
  - a. Continue to follow up with units of government and insist that Local Ordinances and State law be enforced.
  - b. Conduct training seminars for the Education Certification Program to help implement these laws.
  - c. Develop and maintain cooperative partnerships to ensure environmental stewardship and compliance with state law for land disturbing activities located within Ft. Stewart and Hunter Army Airfield, Georgia.
2. Prevent lowering of the water table July 2012 – June 2013
  - a. Educate the public on the importance of water usage and conservation.

- b. Identify hydric and highly erodible soils.
  - c. Conduct tour of erosion and sediment sites.
- 3. Promote BMP's for county dirt roads. July 2012 – May 2013
  - a. Endeavor to sponsor seminars and demonstrations to help counties implement dirt road best management practices.
- 4. Sponsor and conduct demonstrations, tours, and field days to acquaint farmers and land-users with methods for protecting soil and water resources and promote greater participation. July 2012 – June 2013
- 5. Endeavor to sponsor and conduct seminars and demonstrations regarding major area watersheds and their importance. July 2012 – May 2013

**OBJECTIVE 4: IMPROVE DISTRICT ADMINISTRATION AND FINANCES.**

Responsible Supervisor(s):

Staff: Sandra Porter

**GOAL 1: Improve Partnership Management/Administration to fulfill public responsibilities. July 2012 – June 2013**

- 1. Develop annual plan of operation and update monthly.
- 2. Develop job description for part-time secretary. July 2012 – August 2012
- 3. Review Mutual & Cooperative Agreements, including Civil Rights & EEO responsibilities.
- 4. Maintain and improve working relationships with NRCS and FSA.
- 5. Maintain and improve working relationships with County Commissioners and County Departments and Local Issuing Authorities.
- 6. Maintain and improve working relationships with Local, State and Federal elected officials individually and collectively.
- 7. Maintain membership in professional organizations and associations that promulgate and promote goals that are similar to those of the district.

**GOAL 2: Enhance Financial Resources.**

- 1. Manage district financial and material resources to meet district goals in an efficient and productive manner and as prescribed by state guidelines.
- 2. Develop yearly budget. July 2012 – June 2013
- 3. Conduct audit. May 2013 – June 2013
- 4. Increase affiliate/county memberships. July 2012 – June 2013
  - a. Develop mailing list of potential supporters
  - b. Supervisors make personal contacts
  - c. Make two presentations to civic or business organizations in each county
- 4. Research possible grant opportunities to assist with funding projects as they relate to the District's priorities.
- 5. Seek outside sources of income to strengthen and support district activities and programs.
- 6. Sponsor and conduct meetings and seminars to inform groups and individuals of particular conservation needs.

**GOAL 3: Develop and provide details of all contractual obligations held by district (personnel, equipment, grant funds, etc.)**

1. Develop contractual obligations to be included as an attachment to Annual Plan of Work. July 2012 – September 2012
  - a. Develop contract for personnel operating equipment or serving as custodian of equipment.
    - ✓ Incorporate and utilize an agreement or contract with Georgia Forestry Commission and RC&D Council on any and all equipment the District has whole or partial interest in.
  - b. Develop contracts for personnel for billing grant contracts
    - ✓ Attach all contracts to Plan of Work as Addendums
2. Perform inventory and inspection of all equipment and complete report on condition. July 2012 – August 2012
  - ✓ Attach copy of report to Plan of Work as an Addendum

**OBJECTIVE 5: IMPROVE PARTNERSHIP COOPERATION ON PERSONNEL & CIVIL RIGHTS.**

Responsible Supervisor(s):

Staff: Sandra Porter

**GOAL 1: Implement Civil Rights Requirements**

1. Deliver programs to individuals and groups in compliance with the nondiscrimination provisions contained in Title VI and VII of the Civil Rights Act of 1964, as amended, the Civil Rights Restoration Act of 1987 (Public Law 100-259) and other nondiscrimination statutes, namely, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, Americans with Disabilities Act of 1990, and in accordance with regulations of the Secretary of Agriculture (7 CFR-15, Subparts A& B), which provide that no person in the United States shall, on the grounds of race, color, national origin, age, sex religion, marital status, or disability be excluded from participation in, be denied the benefits or, or be otherwise subjected to discrimination under any program or activity and use the civil rights statements on all public information. July 2012 – June 2013

**GOAL 2: Enhance Human Resources.**

1. Review Region VI Regional Representative's performance annually. March 2013 – April 2013
2. Provide a work environment that is at all times free from discrimination and free of unacceptable and unwelcome verbal or physical conduct, including sexual harassment and/or intimidation. July 2012 – June 2013