

2024 Cost-share and Technical Assistance Grant Deliverables

ATTACHMENT C (Evaluation Guidance for Department/District Fiscal Year 2024 Grant Agreement Performance Deliverables)

Grant Agreement Performance Deliverable	Fully Satisfied “A”	Partially Fulfilled “B”*	Did Not Fulfill “C”*
<p>1. Did the District implement the Virginia Agricultural BMP Cost-Share program (§10.1-546.1 Code of Virginia) in accordance with the provisions of:</p> <ul style="list-style-type: none"> • The POLICY AND PROCEDURES ON SOIL AND WATER CONSERVATION DISTRICT COST-SHARE AND TECHNICAL ASSISTANCE FUNDING ALLOCATIONS (FISCAL YEAR 2024); • This Grant Agreement; • All state laws and regulations. 	<p>Effectively delivers the Agricultural BMP Cost-Share Assistance Program in accordance with program requirements.</p>	<p>Partially delivers the Agricultural BMP Cost-Share Assistance Program in accordance with program requirements.</p>	<p>Fails to deliver the Agricultural BMP Cost-Share Assistance Program in accordance with program requirements, with multiple deficiencies demonstrated by the District.</p>
<p>2. Did the District implement VACS in accordance with the PY2024 VACS BMP Manual, including but not limited to the provisions on EJAA, cost-share file administrative reviews, bid process, conservation planning, and other administrative guidelines established in the <i>Manual</i>.</p>	<p>The District complied fully with all provisions of the <i>Manual</i>.</p>	<p>The District was found to be out of compliance in two instances with provisions of the <i>Manual</i> (Example 1: the district staff worked outside of their EJAA authority on two occasions; Example 2: staff had issues in two areas listed in this deliverable).</p>	<p>The District was found to be out of compliance with three or more instances with provisions of the <i>Manual</i> (Example 1. staff worked outside of their EJAA authority on three or more occasions; Example 2. staff had issues in three or more areas listed in this deliverable).</p>
<p>3. Prior to the District approving cost-share applications, did the District submit secondary considerations and receive Department approval of those considerations?</p>	<p>Prior to approving cost-share applications, the District submitted secondary considerations and received Department approval of those considerations.</p>	<p align="center">N/A</p>	<p>Prior to approving cost-share applications, the District did not submit secondary considerations and receive Department approval for those considerations.</p>

<p>4. Did the District act consistently with both primary and secondary considerations and act consistently with Virginia Soil and Water Conservation Board policies while also demonstrating the following priorities during the program year:</p> <ul style="list-style-type: none"> • For Districts within the Chesapeake Bay basin, Districts shall give priority to BMPs addressed within the Virginia Chesapeake Bay Watershed Implementation Plan and; • For Districts in basins outside the Chesapeake Bay, priority shall be given to BMPs in the highest priority agricultural TMDL watersheds (as ranked by the Department; high, medium, and low). 	<p>District ranked all cost-share applications consistently with primary and secondary considerations and other applicable program priorities.</p>	<p>District ranked some cost-share applications consistently with primary and secondary considerations and was generally consistent with other applicable program priorities.</p>	<p>District ranked no cost-share applications consistently with primary and/or secondary considerations and/or was generally inconsistent with other applicable program priorities.</p>
<p>5. Prior to the District approving cost-share applications, did the District Board approve an Average Cost List and submit it to the Department?</p>	<p>Yes</p>	<p>N/A</p>	<p>No</p>
<p>6. Was data entered in the Conservation Application Suite accurately to the satisfaction of the Department, including the entry of a practice location point, path to stream (where required), digitized practice components to facilitate resource reviews, and accurate practice measurements including soil loss rate value based upon site specific soil type(s).</p>	<p>Yes</p>	<p>N/A</p>	<p>No</p>
<p>7. Was data entered into the Conservation Suite Application within 15 days after the end of every quarter to accurately reflect District Board approvals, cancellations, carryovers, and participant funding requests?</p>	<p>Yes</p>	<p>N/A</p>	<p>No</p>
<p>8. What percentage of the District's VACS (cost-share) allocation for this grant period was obligated to participants?</p>	<p>≥ 90%</p>	<p>< 90% >75%</p>	<p>≤ 75%</p>
<p>9. Did the District take appropriate action within 180 days to address all verification issues once identified?</p>	<p>100%</p>	<p>< 100% > 75%</p>	<p>≤ 75%</p>

10. Did the District maintain the Conservation Application Suite within one month of payments being rendered, and other financial records by the reporting deadline for each quarter?	Yes	N/A	No
11. Did the District submit complete and accurate End of Year Cash Balance Reports, and Carry Over Reports by the End of Year reporting deadline?	Reports were submitted by the End of Year reporting deadline and were complete and accurate.	Reports were submitted after the End of Year reporting deadline but were complete and accurate.	Reports were submitted after the End of Year reporting deadline and were incomplete or inaccurate.
12. Were tax credit applications approved by the District Board and was there a corresponding District Board approved soil conservation plan on file at the District for each tax credit? Were tax credits issued after practices received technical certification and did the tax credit issue date fall in the same calendar year as the technical certification date?	Yes	N/A	No
13. Were applications for cost-share and tax credits approved by District Board action and individually documented in their District Board minutes (identified by contract/ instance #)?	Yes	N/A	No
14. Each District staff responsible for utilizing any component of the Department's Conservation Application Suite completed the IT Security Course.	All District staff utilizing the Department's Conservation Application Suite completed the IT Security Course	Some of the staff utilizing the Department's Conservation Application Suite completed the IT Security Course	No staff utilizing the Department's Conservation Application Suite completed the IT Security Course
15. Did each technical staff attend trainings, certification or recertification courses?	All technical staff attended trainings, certification, or recertification courses.	Some staff attended trainings, certification, or recertification courses.	No staff attended training courses.
16. Did District staff participate in an annual VACS Program Update sponsored by the Department?	All of the technical staff participated in an annual VACS Program Update.	Some of the technical staff participated in an annual VACS Program Update.	No technical staff participated in an annual VACS Program Update.

Does the District have documentation to explain any measures in their Grant Agreements that were not fully met? If so, please provide to CDC

