



Washington Association
of Conservation Districts

WASHINGTON ASSOCIATION OF CONSERVATION DISTRICTS

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Greetings Conservation Districts,

It has been nearly a month since our meeting in Ellensburg to outline the budget request process for the 2009-2011 biennium. Ray and I have had several phone calls and emails from many of you asking questions about the request and the development of the spreadsheets for your local district.

THANK YOU FOR ALL YOUR QUESTIONS!

Some consistent questions have arisen in those conversations. So to assist in answering the "frequently asked questions", a FAQ sheet is following this cover letter. On that page, you will find 6 questions and their answers...but, I'm confident that those aren't the only questions that may still be out there.

Please do not hesitate to give either Ray or myself a call or send us an email with your questions. We are available to assist you in developing a justified and defensible request that will be rolled into the overall statewide 47 district budget request that the Commission will submit to the Governor for State funding for conservation districts for the next biennium.

The deadline of May 30th is rapidly approaching to develop your district's State funding needs and provide that input back to WACD. May District Board Meetings will start next week, please be ready to provide your supervisors with enough detail so they understand and can endorse the request at their May meeting. Supervisor understanding of the request is also important as they advocate for your districts funding needs with your State legislators and other key decision makers.

Thank you for your involvement in this critical step in securing funding for your district's next biennium's work.

Sincerely, John

Questions: Contact John Larson at wacd-exec@wa.nacdnet.org or 360.259.8616 or Ray Ledgerwood at rlledgerwood@scc.wa.gov or 208.301.4728

Frequently Asked Questions from Districts on the WACD District Budget Request Activity

April 23, 2008

Many of the tasks and/or outcome items in the templates do not relate to what my District will be doing in 2009-11 Biennium.

Response: Only enter your estimates for the categories, tasks and outcomes that are applicable for your district's anticipated program – it is not necessary to fill out all of the yellow cells in the templates or even all of the templates, nor is it implied that your district must do any particular task or outcome in the next biennium. Utilize the Task X fill-in area to include items applicable to your district not included in the template.

How do I adjust the columns to display a number that does not fit in the cell?

Response: The templates are protected to prevent formulas to be accidentally erased or changed, if needed you can go to 'table', 'format', 'unprotect sheet' (no password needed) then change the column width. Please re-protect the sheet once the column width has been changed and please do not add extra lines or columns to the template.

Where do we place travel, goods & services, materials expenses in the templates?

Response: Calculate and place either as adjusted composite rate for a task outcome, or use a fill-in area under the task, or use the task X fill-in item.

We may not have all the information at this time to fill out the section for cost share justification?

Response: This area is included in the template as a way to collect information that would demonstrate the total cost of the cost shared project leveraged through state funding utilized. As much information as you can provide in the section will be appreciated.

Does this activity preempt WSCC grant policies, cost share rates, and decisions for FY2009-11 Biennium?

Response: No this activity will not preempt WSCC grant policies and decisions for FY2009-11. This WACD activity is to gather information about the 47 individual district funding requests for FY2009-11 that can be utilized to draft funding proposals for the upcoming biennium, and will be shared with WSCC. The sideboards were offered for assistance in calculating a budget request using primarily the current WSCC grant policies and cost share rates. WACD will certainly encourage WSCC to use this information to help guide their funding decisions for next biennium.

Forecasting the budget needed for certain activities in the next biennium is difficult.

Response: Agreed, we understand that the budget requests will reflect the best estimates based on what you know is needed as of today under the current conditions, programs, costs, and needs. The information provided will build the basis for our work with the state legislature and the Governor's office regarding the work that can and will be done with the realistic budget requests.