

**2023-2025 Focus Area Action Plan (FAAP)**

**and Reporting Form (Examples)**

***General Instructions:***

***Refer to the instructions within the FAAP reporting document, use this example to guide you in filling out the reporting form,***

## **I. Introduction**

## **A. Focus Area Overview and Details**

**Table 1: Focus Area Overview and Details (Example)** *Fill in all of the information requested.*

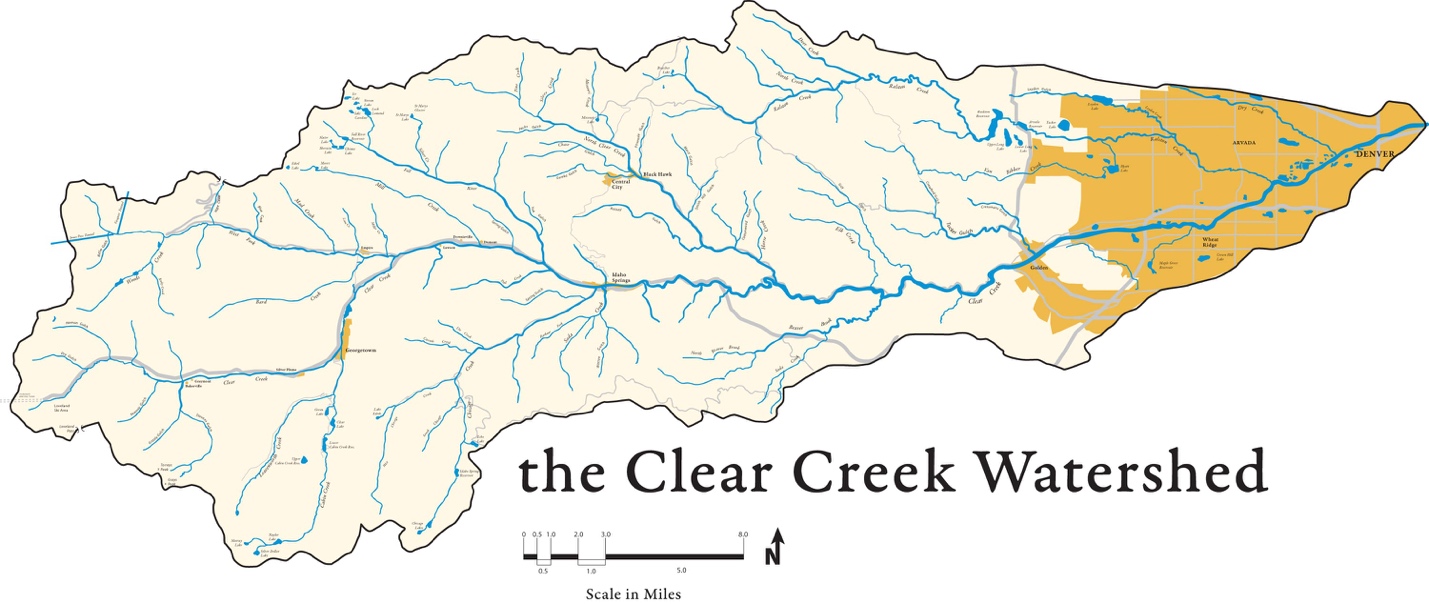
|  |  |
| --- | --- |
| Focus Area Overview: | |
| Name of Soil and Water Conservation District | Cascades SWCD |
| Name of Ag Water Quality Management Area | Verde River Ag WQ Management Area |
| Name of Focus Area | Clear Creek |
| HUC Name(s) from WBD1 | Upper Clear Creek, Lower Clear Creek |
| HUC Number(s) from WBD1 | 170000000001, 170000000002 (list, separated with commas) |
| New Focus Area or continued from 2021-2023 | “New” or “Continued” |
| Percent of Scope of Work (SOW) funds allocated to this Focus Area | (can be 0-100%) |
| Focus Area Details: | |
| Size of Focus Area (acres or square miles) | 15,000 acres |
| Percent of Focus Area in agricultural use (do not include grazing on federal lands) | 75% |
| Primary types of agriculture in Focus Area | vineyards, x-mas trees, hazelnuts, row crops (list, separated by commas) |
| Is Focus Area boundary same as boundary of HUC(s) listed above? (Yes or No; if No, clearly describe Focus Area boundary and show on map) | Yes |
| Other (optional) | (types of stream miles and number, other descriptors of the FA, TMDLs, PSPs, GWMAs, etc.) |

1. WBD = USGS Watershed Boundary Dataset (<http://nhd.usgs.gov>)

## **B. Map of Focus Area**

***Instructions:*** *Insert or paste (as jpg, tif, png, etc.) a map here, that includes the scale, HUC boundary(ies), HUC number(s), perennial streams, and Focus Area boundary (if different from HUC boundary). If conducting WQ monitoring in the Focus Area (Section IV-C), include monitoring locations and site IDs. If you need assistance creating this map, please contact your Regional Water Quality Specialist (RWQS) at ODA for GIS support.*

**Example:**



Upper Clear Creek

(#170000000001)

Lower Clear Creek

(#170000000002)

## **C. Basis for Selection of Focus Area**

***Instructions:*** *Describe how and why this Focus Area was chosen. Considerations when choosing a Focus Area include: need for agricultural water quality or streamside vegetation improvement, input from Local Advisory Committee, agriculture landowner interest, alignment with other partners’ priorities and funding, etc.*

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| --- |
| **Example:** The Cascades SWCD worked with ODA and other partners (NRCS, ODFW, Verde River Watershed Council, OSU Extension) to select the Clear Creek Focus Area. The LAC also provided input during the last biennial review of the Verde River Ag WQ Management Area. The selection of Clear Creek was based on: high percentage of ag land in watershed (75%), condition of streamside vegetation, and strong agriculture landowner contacts and relationships. ODFW also provided input based on habitat restoration priorities for anadromous salmonids. The Focus Area aligns with the NRCS Conservation Implementation Strategy, which addresses elevated temperature, excessive sediment, and habitat degradation. |

## **D. Water Quality Parameters of Concern and Implementation Approach**

***Instructions:*** *Fill in Table 2 to provide the following information (leave unused boxes blank):*

* *Column 1. Type an “X” in the box(es) for the primary water quality (WQ) parameter(s) of concern that are (or may be) related to agriculture.*
* *Column 2. Type an “X” in the box(es) that describe the source(s) of information for each WQ parameter of concern (TMDL, 303(d) List); and/or describe any instream WQ data or land condition data.*
* *Column 3. Describe the planned implementation approach (type of projects to assist*
* *agricultural landowners with) that will be used to address the primary agricultural WQ parameter(s) of concern.*

**Table 2: Primary Water Quality Parameters of Concern in Focus Area (Example)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Primary Agricutrual WQ Parameters of  Concern 1. | | 2. Source of Information for WQ Concern | | | 3. Type of Project(s) Planned to Address WQ Concern(s) |
| TMDL | 303(d) List | Instream WQ or Land Condition Data (Describe) |
| Stream  Temperature | X | X |  | Verde River Watershed Council: Riparian Assessment (2011) | Riparian restoration for shade |
| Bacteria | X | X |  | SWCD data: E. coli high in winter (2012-2015) | Riparian restoration for filtering, plus exclusion fencing and manure management, where needed |
| Sediment | X | X |  | USGS data: high TSS after storms (2009-2012) | Riparian restoration for filtering and to stabilize streambanks |
| Dissolved Oxygen | N/a |  |  |  |  |
| Nutrients  (N & P) | N/a |  |  |  |  |
| Pesticides  or Toxics |  |  | X | USGS data from same sampling effort listed above |  |
| Other: | N/a |  |  |  |  |

# II. Implementation Planning and Reporting (Inputs and Outputs)

**A. Focus Area Quarterly Planning and Reporting (Narrative)**

***Instructions:*** *Use Table 3 to describe planned and actual Focus Area activities, including:*

* *Assess initial conditions and set a short-term milestone and a longer-term measurable objective (see Tables 7 and 8).*
* *Engage agriculture landowners and provide technical assistance.*
* *Plan, obtain funding, and implement on-the-ground projects with local partners.*
* *Re-assess conditions at the end of the biennium (results are reported in Table 7).*
* *Evaluate progress using adaptive management: during biennial review of Agricultural Water Quality Management Area Plan (Area Plan) and in Table 9.*

*Note: Water quality monitoring, if used in the Focus Area, is reported in Section IV-C of the FAAP.*

**Table 3: Focus Area Planning and Quarterly Reporting**

|  |
| --- |
| Describe planned SWCD activities for 2023-2025, including the key Focus Area steps (listed above) and any specific time frames:  **Example:**   * Complete 202 assessment and develop milestone and measurable objective. * Provide information to all agricultural landowners in Focus Area about Area Plan and Rules, and assistance available from SWCD and partners. * Contact and engage agricultural landowners with conditions that need improvement *(specify methods, e.g. by phone, targeted mailing, workshops, door to door, neighborhood meetings, etc.)*. * Meet with NRCS to discuss potential for RCPP or CIG for Focus Area. * Develop new projects: planning, partners, site visits with agricultural landowners, conservation plans, funding, implementation. * Identify potential projects for OWEB restoration grants, OWEB small grants, and other funding sources. * Present Focus Area update at Verde River Biennial Review (Spring 2023) and evaluate progress using adaptive management. |

Report quarterly Focus Area activities: DO NOT report activities for future quarters in the reporting narrative; leave future quarters blank. Actions not anticipated in the planned activities (above) can be included in the quarterly narratives (below).

Quarter 1 Reporting Narrative

|  |
| --- |
| **Example:**   * Completed 2023 assessment and added results to Table 7. Added measurable objective and milestone to Table 8. * Developed new FA brochure; mailed it plus invitation to field tour / barn meeting to 50agricutrual landowners in Upper Clear Creek; followed up with phone calls to 20 agricultural landowners who have potential conditions to improve and answered technical questions for 4 of them. * Info booth and display at county fair included info on Focus Area. Discussed specific WQ concerns with 25 agricultural landowners who live in FA, gave them new brochure. * Hosted field tour / barn meeting with 12 agricultural landowners in Upper Clear Creek. * Held partnership meeting with NRCS, watershed council, and extension to review pre-assessment results and to strategize and prioritize regarding implementation and funding. |

Quarter 2 Reporting Narrative

|  |
| --- |
| **Example:**   * Phoned 25 agricultural landowners with potential conditions to improve to invite to workshop on riparian restoration and riparian weeds; answered technical questions for 5 of them. * Hosted workshop on riparian restoration with 10 agricultural landowners attending. * Presentation at watershed council meeting about Focus Area – 8 agricultural landowners in Focus Area attended - gave them the FA brochure. * Conducted 4 site visits to offer technical assistance and discuss potential projects. * Submitted 1 OWEB grant proposal (competitive, for restoration). * Completed 1 conservation plan for 54 acres. |

Quarter 3 Reporting Narrative

|  |
| --- |
| **Example:**   * Conducted 3 site visits to offer technical assistance and discuss potential projects. * Completed 1 conservation plan for 80 acres. * Worked with 2 agricultural landowners to submit 2 OWEB small grant proposals. * Received funding for OWEB grant proposal submitted in Q2. * Completed 1 riparian planting project on 10 acres, including exclusion fence and 6 nose pumps for off-channel watering. |

Quarter 4 Reporting Narrative

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| --- |
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Quarter 5 Reporting Narrative

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| --- |
|  |

Quarter 6 Reporting Narrative

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Quarter 7 Reporting Narrative

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|  |

Quarter 8 Reporting Narrative

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| --- |
|  |

**B. Focus Area Quarterly Implementation Summary**

***Instructions:*** *Each quarter, report landowner engagement and technical assistance activities. See “SOW Instructions” document for detailed descriptions of the data requested in Tables 4A, 4B, and 5.*

DO NOT report activities for future quarters in the reporting narrative; leave future quarters blank. If nothing to report, report “0”, do not leave blank for current quarter.

**Table 4A: Focus Area** Agricultural **Landowner Engagement (Inputs) – Example FLIP**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Focus Area Ag Landowner Engagement Summary** Data by Quarter # | Management area | # of events that actively engage agricultural landowners in AgWQ (workshops, demonstrations, tours) | # of agricultural landowners participating in active events | # of agricultural landowners provided with brochures / fact sheets / mailings, etc. |
| **Q1** |  |  |  |  |
| **Q2** |  |  |  |  |
| **Q3** |  |  |  |  |
| **Q4** |  |  |  |  |
| **Q5** |  |  |  |  |
| **Q6** |  |  |  |  |
| **Q7** |  |  |  |  |
| **Q8** |  |  |  |  |

**Table 4B: Focus Area Technical Assistance for Landowners (Inputs)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Focus Area Landowner Technical Assistance Summary Data by Quarter # | # of ag LO provided with one-on-one TA (e.g., phone, walk-in, booth, email, event, or site visit) | # of on-site TA visits | # of fund applications submitted for ag LO projects | # of fund applications awarded for ag LO projects | # of conser-vation plans written | # of acres in conser-vation plans that were written |
| Q1 |  |  |  |  |  |  |
| Q2 |  |  |  |  |  |  |
| Q3 |  |  |  |  |  |  |
| Q4 |  |  |  |  |  |  |
| Q5 |  |  |  |  |  |  |
| Q6 |  |  |  |  |  |  |
| Q7 |  |  |  |  |  |  |
| Q8 |  |  |  |  |  |  |

**Table 5: Ag Water Quality On-the-Ground Practices Implemented in the Focus Area (Outputs) – Example**

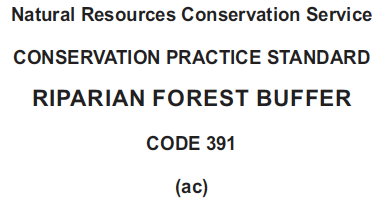
**If no implemented practices to report, report x’s for the quarter (example below); do not leave cells blank. Please report implemented practices quarterly; do not wait until the end of the biennium.**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Quarter  # | 12-Digit  HUC # | NRCS  Practice  Code | NRCS  Practice  Name | NRCS  Unit  (acres,  feet, #) | # Imple-mented | Riparian (R) or Upland (U), and notes | Funding Source(s):  (e.g., OWEB, CREP, EQIP, etc.) |
| 1 | x | x | x | x | x | x | x |
| 2 | x | x | x | x | x | x | x |
| 3 | 170000000002 | 391 | Riparian Forest Buffer | acres | 10 | 50 foot buffer U | CREP |
| 3 | 170000000002 | 382 | Fence | feet | 8,000 | Exclusion fence R | ODFW |
| 3 | 170000000002 | 614 | Watering Facility | # | 6 | Nose pumps R | EQIP |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

*Add more lines when needed.*

Instructions to look up NRCS practice code, name, and unit:

* Go to <https://efotg.sc.egov.usda.gov>
* From the drop-down “State” list, select Oregon, then click on Submit
* Click on “Section IV,” then “Conservation Practice Standards and Support Documents”
* Click on the desired Practice Name (Practice Number), then select and open the “CPS” (Conservation Practice Standard) document (pdf)
* The diagram below shows an NRCS practice standard header, including where to find the NRCS Practice Code, Name, and Unit



NRCS Unit for this Practice

NRCS Practice Code

NRCS Practice Name

# III. Assessment Method (Tracking Short-Term Outcomes)

***Instructions:*** *Use Table 6 to describe the method you will use to assess conditions related to the water quality parameter of concern (or its surrogate). The Focus Area assessment method needs to quantify initial conditions (pre-assessment), and track improved conditions that result from project implementation (re-assessment at milestone year, and post-assessment when Focus Area closes). Report assessment results in Section IV, Table 7.*

* *Table 6 describes the ODA Streamside Vegetation Assessment (SVA) method, which is used by the majority of SWCDs:*
  + *If you need training or assistance with the SVA, contact your ODA RWQS.*
  + *If you are using a different assessment method, replace the SVA language (right column) with equivalent information for your method.*
* *One assessment method is sufficient; more than one is optional. If a second assessment method is used, copy and paste Table 6 to add the second method. Name the tables 6A and 6B, and adjust Tables 7 and 8 so that you have Tables 7A, 7B, 8A, and 8B.*
* *For all assessment methods:*
  + *Record classes based on where conditions occur, not based on an average across an entire property or tax lot.*
  + *Ground-truth the pre-assessment from public vantage points before reporting results in Table 7.*

**Table 6: Assessment Method – Example 1 Showing Streamside Vegetation Assessment (SVA)**

|  |  |
| --- | --- |
| **Parameter (or Surrogate) to Assess**  *Name of water quality parameter (surrogate in parentheses)* | Temperature (streamside vegetation) |
| **Name of Method**  *Provide name of method, if it is formally named* | ODA Streamside Vegetation Assessment (SVA) |
| **Overview of Method**  *Describe general method* | Streamside vegetation condition will be assessed as a surrogate for stream temperature, using the SVA and associated User’s Guide |
| **Assessment Area**  *Options include: (1) streamside area (include width if specified in method), (2) cropland, pasture, or other ag uplands, or (3) other (describe)* | Perennial NHD\* streams, and associated instream ponds, plus 35 feet outward from both streambanks  \* U.S. Geological Survey’s National Hydrography Dataset ([www.usgs.gov/core-science-systems/ngp/national-hydrography/national-hydrography-dataset](http://www.usgs.gov/core-science-systems/ngp/national-hydrography/national-hydrography-dataset)) |
| **Metric (Units Measured)**  *Options include: (1) stream or streambank miles, (2) acres, or (3) other (describe)* | Total acres in each Map Category (ODA converts results into stream miles) |
| **Pre-Assessment Method**  *Describe details of remote and field methods used to document initial conditions* | Initial pre-assessment (“Cond\_21” GIS layer):   * Digitize correct location of streams and associated instream ponds * Map streamside features as polygons, based on satellite imagery * Ground-truth polygons from public vantage points and update as needed   Final pre-assessment (“Cond\_21” field in ArcGIS):   * Update “Cond\_21” polygons based on actual conditions observed and recorded during landowner site visits |
| **Re-Assessment and Post-Assessment Method**  *Describe details of remote and field methods used to document final conditions; options include (1) repeat pre-assessment method or (2) update the classes from the pre-assessment* | Re-assessment or post-assessment (“Cond\_23” or other date GIS layer):   * Make a copy of the “Cond\_21” GIS layer, and name it “Cond\_23” (or milestone year) * Update polygons based on projects implemented (for example, change Bare Ag to Shrub, where trees and shrubs have been planted) * Contact ODA for assistance with file management   Notes:   * Re-assessment is done at milestone year * Post-assessment is done when Focus Area closes |
| **Assessment Classes or Categories**  *List and define the classes or categories you will use to classify and record conditions* | 11 SVA Map Categories (See SVA User’s Guide for detailed descriptions and examples): Ag Infrastructure, Bare, Bare Ag, Grass, Grass Ag, Not Ag, Shrub, Shrub Ag, Tree, Tree Ag, Water |

**Table 6: Assessment Method – Example 2 Showing Method for Sediment (Irrigation Runoff)**

|  |  |
| --- | --- |
| **Parameter (or Surrogate) to Assess**  *Name of water quality parameter (surrogate in parentheses)* | Sediment (irrigation runoff) |
| **Name of Method**  *Provide name of method, if it is formally named* | No formal name |
| **Overview of Method**  *Describe general method* | Sediment will be assessed based on visual observation of (1) eroded soil in irrigation runoff and (2) irrigation-induced field erosion |
| **Assessment Area**  *Options include: (1) streamside area (include width if specified in method), (2) cropland, pasture, or other ag uplands, or (3) other (describe)* | All irrigated lands in Focus Area |
| **Metric (Units Measured)**  *Options include: (1) stream or streambank miles, (2) acres, or (3) other (describe)* | Acres, based on their condition |
| **Pre-Assessment Method**  *Describe details of remote and field methods used to document initial conditions* | Visually assess presence / absence and color / clarity of irrigation runoff, plus presence / absence of irrigation-induced field erosion |
| **Re-Assessment and Post-Assessment Method**  *Describe details of remote and field methods used to document final conditions; options include (1) repeat pre-assessment method or (2) update the classes from the pre-assessment* | Change class for areas where projects are implemented and repeat pre-assessment method to ensure effectiveness of projects |
| **Assessment Classes or Categories**  *List and define the classes or categories you will use to classify and record conditions* | * Class I - no irrigation water enters receiving water body AND no signs of irrigation-induced erosion * Class II - no irrigation water (or clear water) enters receiving water body AND there are signs of irrigation-induced erosion -or- Dirty irrigation water enters receiving water body AND no signs of irrigation-induced erosion * Class III - dirty irrigation water enters receiving water body AND there are signs of irrigation-induced erosion * Class IV - not ag land |

**Table 6: Assessment Method – Example 3 Showing Method for Bacteria (Manure Management)**

|  |  |
| --- | --- |
| **Parameter (or Surrogate) to Assess**  *Name of water quality parameter (surrogate in parentheses)* | Bacteria (manure management) |
| **Name of Method**  *Provide name of method, if it is formally named* | No formal name |
| **Overview of Method**  *Describe general method* | Bacteria will be assessed based on the management of livestock manure as the surrogate |
| **Assessment Area**  *Options include: (1) streamside area (include width if specified in method), (2) cropland, pasture, or other ag uplands, or (3) other (describe)* | Properties along perennial and intermittent NHD streams |
| **Metric (Units Measured)**  *Options include: (1) stream or streambank miles, (2) acres, or (3) other (describe)* | Streambank miles, by changes in condition |
| **Pre-Assessment Method**  *Describe details of remote and field methods used to document initial conditions* | Assess conditions and record classes, based on recent aerial photos and ground-truthing from public vantage points |
| **Re-Assessment and Post-Assessment Method**  *Describe details of remote and field methods used to document final conditions; options include (1) repeat pre-assessment method or (2) update the classes from the pre-assessment* | Change class for areas where projects are implemented |
| **Assessment Classes or Categories**  *List and define the classes or categories you will use to classify and record conditions* | * Class I - not a livestock operation; or farm animals are excluded from near-stream area; or little to no collected manure; or manure piles are located away from waterways and covered * Class II - manure piles are placed away from waterways, but not covered; or manure piles are located near waterways and covered * Class III - manure or uncovered manure piles are located near waterways and/or are being carried into waterways * Class IV - not ag land |

# IV. Outcomes, Measurable Objectives, and Adaptive Management

**A. Short-Term Outcomes: Focus Area Assessment Results**

***Instructions for All Assessment Methods:***

* *Use Table 7 to report the results, based on the classes (or categories) and units that are described in the assessment method in Table 6:*
  + *“2023: Conditions at Beginning of Biennium”:*
    - *Continuing Focus Areas - fill in when final Q8 assessment results are available from 2023-2025.*
    - *New Focus Areas - fill in when new 2023 assessment is completed.*
    - *Update 2023 results if 2023 assessment has been revised.*
  + *“20\_\_: Conditions to Achieve at Next Milestone”:*
    - *Work with your ODA RWQS to fill in the milestone information in Tables 7 and 8.*
    - *The milestone year should be 2-5 years in the future. It can align with the end of the 2023-2025 biennium, with the next revision of the Area Plan, or other (e.g., timeline with external funding source).*
  + *“20\_\_: Actual Conditions at Milestone Year”:*
    - *Reassess conditions and fill in results at the milestone year.*
    - *Then fill in the final portion of Table 8 (was milestone achieved?).*
* *You may delete the version of Table 7 (and associated instructions) that you are not using.*
* *If you have more than one assessment method, use Table 7A, Table 7B, etc.*

***Instructions for Reporting Streamside Vegetation Assessment (SVA) Results:***

* *Report results in acres, with two decimal places.*
* *Report 0.00 (zero) for Map Categories not present in the Focus Area.*
* *Calculate Total Ag Acres Assessed = Total minus Not Ag.*
* *Relationship between Table 7 and SVA ArcGIS files:* 
  + *“2023: Conditions at Beginning of Biennium” = numbers from “Cond\_23” GIS layer.*
  + *“20\_\_: Actual Conditions at Milestone Year” = numbers from “Cond\_25” (or other year) GIS layer.*
  + *Contact your RWQS at ODA for SVA asssistance*

**Table 7: Streamside Vegetation Assessment (SVA) Results – In Acres**

*Example showing (fictitious) 2023 results, 2025 milestone, and 2025 results (re-assessment at milestone year). Yellow, green, and blue highlighting show numbers used in Table 8A.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SVA**  **Map Category**  **(Alphabetical)** | **2023: Conditions at Beginning of Biennium\*** | **2025: Conditions to Achieve at Next Milestone** | **2025: Actual Conditions at**  **Milestone Year** | **Reason for Change** |
| Ag Infrastructure | 5 |  | 5 |  |
| Bare | 0 |  | 0 |  |
| Bare Ag | 10 |  | 5 | 5 acres to Shrub |
| Grass | 20 |  | 20 |  |
| Grass Ag | 40 |  | 20 | 20 acres to Shrub |
| Not Ag | 11 |  | 11 |  |
| Shrub | 40 | 60 | 65 | 25-acre rip planting |
| Shrub Ag | 0 |  | 0 |  |
| Tree | 80 | 80 | 80 |  |
| Tree Ag | 0 |  | 0 |  |
| Water | 5 |  | 5 |  |
| **Total Acres** | **211** |  | **211** |  |
| **Total Ag Acres Assessed**  **(= Total Minus Not Ag)** | 211 - 11 = **200** |  | **200**  *(2025 must = 2023)* |  |

\* Check this box if you have updated the 2023 assessment results based on actual conditions observed during site visits with landowners (double-click the box, then select “Checked”, then “OK”)

***Instructions for Reporting Results from Class I, II, III, IV Methods:***

* *Report results in acres, stream miles, or streambank miles (specify which, below), with at least one decimal place.*
* *Report 0.0 (zero) for classes not present in the Focus Area.*
* *Calculate Total Ag Area Assessed = Total minus Not Ag.*
* *For other assessment methods, work with your ODA RWQS to revise Table 7 as needed.*

**Table 7B: Class I, II, III, IV Results in Acres**

*Example showing (fictitious) 2023 results, 2025 milestone, and 2025 results (re-assessment at milestone year). Yellow, green, and blue highlighting show numbers used in Table 8B.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Class** | **2023: Conditions at Beginning of Biennium\*** | **2025: Conditions to Achieve at Next Milestone** | **2025: Actual Conditions at Milestone Year** | **Reason for Change** |
| I | 250 | 300 | 305 | Converted to drip irrigation |
| II | 150 |  | 130 | Was flood irrigation |
| III | 100 |  | 65 | Was flood irrigation |
| IV (Not Ag) | 80 |  | 80 |  |
| **Total (I-IV)** | **580** |  | **580** |  |
| **Total Ag Area Assessed**  **(= Total minus Not Ag)** | 580 - 80 = **500** |  | **500**  (2023 must= 2021) |  |

\* Check this box if you have updated the 2023 assessment results based on actual conditions observed during site visits with landowners (double-click the box, then select “Checked”, then “OK”)

## **B. Milestone and Measurable Objective for Focus Area Assessment Results**

***Background:*** *The Ag WQ Program is working with SWCDs and Local Advisory Committees to develop milestones and measurable objectives, to facilitate long-term planning and reporting in Focus Areas. The assessment results, milestone, and measurable objective are also reported in the Area Plan.*

***Instructions:*** *Develop a Focus Area milestone of progress to achieve toward a longer-term measurable objective. The milestone and measurable objective are based on initial conditions, the size and scope of the Focus Area, and anticipated resources available to the SWCD and other local partners. The milestone and measurable objective are written to increase the amount and percent of desired conditions (or decrease the amount and percent of undesired conditions), using assessment classes or categories. Work with your ODA RWQS to fill in Table 8 (the ODA RWQS has a spreadsheet to do the calculations). If you have more than one assessment method, use Table 8A, Table 8B, etc.*

**Table 8A: Focus Area Milestone and Measurable Objective (How Much Short- and Long-Term Progress Can You Achieve?)**

*SVA Example:*

|  |  |
| --- | --- |
| ***Fill in rows A through J when 2023 assessment results are available in Table 7:*** | ***Response:*** |
| A. Assessment class(es) or category(ies) that will be used to show progress (include “Increase” or “Decrease”): | Increase Tree+Shrub |
| Conditions in 2023:  B. Amount (with units):  C. Percent of total ag area assessed: | 80 + 40 = 120 acres  120 / 200 = 60% |
| Long-term measurable objective:  D. Year (how long do you hope to work in this FA?):  E. Long-term amount to achieve (with units):  F. Long-term percent to achieve: | 2027  170 acres  170 / 200 = 85% |
| First milestone toward long-term measurable objective:  G. Milestone year (e.g., end of 2023-2025 biennium, next revision of Area Plan, or other; 2-5 years in future):  H. Amount to achieve (with units):  J. Percent to achieve: | 2025  80 + 60 = 140 acres  140 / 200 = 70% |
| ***Fill in rows K-N at the end of the 2023-2025 biennium:*** | |
| K. Is milestone year during 2023-2053 biennium? (Yes or No)  If Yes, fill in rows L, M, and N  If No, leave rows L and M blank; row N is N/A | Yes |
| Actual conditions at end of 2023-2025 biennium:  L. Amount with units:  M. Percent: | 80 + 65 = 145 acres  145 / 200 = 72.5% |
| N. Was the milestone achieved? (Yes, No, or N/A) | Yes |

**Table 8B: Focus Area Milestone and Measurable Objective (How Much Short- and Long-Term Progress Can You Achieve?)**

*Class I-II-III Example:*

|  |  |
| --- | --- |
| ***Fill in rows A through J when 2023 assessment results are available in Table 7:*** | ***Response:*** |
| A. Assessment class(es) or category(ies) that will be used to show progress (include “Increase” or “Decrease”): | Increase Class I |
| Conditions in 2023:  B. Amount (with units):  C. Percent of total ag area assessed: | 250 acres  250 / 500 = 50% |
| Long-term measurable objective:  D. Year (how long do you hope to work in this FA?):  E. Long-term amount to achieve (with units):  F. Long-term percent to achieve: | 2027  450 acres  450 / 500 = 90% |
| First milestone toward long-term measurable objective:  G. Milestone year (e.g., end of 2023-2025 biennium, next revision of Area Plan, or other; 2-5 years in future):  H. Amount to achieve (with units):  J. Percent to achieve: | 2023  300 acres  300 / 500 = 60% |
| ***Fill in rows K-N at the end of the 2023-2025 biennium:*** | |
| K. Is milestone year during 2023-2025 biennium? (Yes or No)  If Yes, fill in rows L, M, and N  If No, leave rows L and M blank; row N is N/A | Yes |
| Actual conditions at end of 2023-2025 biennium:  L. Amount with units:  M. Percent: | 305 acres  305 / 500 = 61% |
| N. Was the milestone achieved? (Yes, No, or N/A) | Yes |

**C. Long-Term Outcomes: Water Quality Monitoring in the Focus Area**

*If you choose to conduct water quality monitoring in your Focus Area please contact your RQWS.*

*If you are not conducting water quality monitoring, delete everything BELOW the section title.*

**D. Adaptive Management**

***Instructions:*** *Fill in Table 9 as part of your Quarter 8 / end of biennium reporting (or earlier, if closing a Focus Area mid-biennium). This section will help increase the effectiveness of the Focus Area process. Contact your ODA RWQS at any time if you wish to adjust your Focus Area approach to increase effectiveness, or if you wish to provide feedback on the Focus Area process.*

**Table 9: Adaptive Management Questions and Responses**

|  |  |
| --- | --- |
| **Focus Area Milestone Questions** | **Responses** |
| Was the Focus Area milestone for 2023-2025 achieved? (Yes, No, or N/A; see Table 8, Row N) |  |
| What factors contributed to making progress (or not making progress) in the Focus Area? |  |
| What are the potential opportunities for changing (adapting) your Focus Area approach in the future? |  |
| Are you closing this Focus Area now, or continuing it into the next biennium? Why? |  |

|  |  |
| --- | --- |
| **Focus Area Landowner Engagement Questions** | **Responses** |
| What methods and messages were the most effective at engaging landowners? |  |
| What would you change about your landowner engagement approach for the next biennium (or next Focus Area)? |  |
| Did you include information about the Area Plan in your landowner engagement efforts? Why or why not? |  |
| Did you include information about the Area Rules in your landowner engagement efforts? Why or why not? |  |

|  |  |
| --- | --- |
| **Other Focus Area Questions** | **Responses** |
| Did you modify the scope, location, or approach of the Focus Area during the biennium? Why? |  |
| Is there anything else you would like ODA to know about your experience working through the Focus Area process, including reporting? |  |