

District	Review Category	Earned Points	Available Points	Comments
Chowan Basin	General Program Administration	20	30	According to the committee and Board meeting minutes provided, it is unclear whether the plan review and the certification review were taken to the TRC. There were no TRC minutes available for review. It is also unclear from the Board minutes whether the proposals for approval and certification were made by staff, staff serving as delegated authority, or staff serving as a representative of the TRC.
	Plan Review	90	100	
	Plan Verification	100	100	
	Compliance Inspections	NA		
	General Comments			The District was found to have reviewed these RMPS in a timely matter and provided helpful feedback to the RMP developer to facilitate the approval of these RMPs. The Department recognizes that the District had very little RMP activity to review. The Department has several suggestions for documenting the review and certification process, which have been shared with the District.

District	Review Category	Earned Points	Available Points	Comments
Lake Country	General Program Administration	30	30	
	Plan Review	100	100	
	Plan Verification	NA		
	Compliance Inspections	NA		
	General Comments			The Department finds that the Lake Country TRC and Board conducted RMP review duties in accordance with regulations and in accordance with guidance provided to them by the Department. There has been very little RMP activity in the Lake Country SWCD and significant time has passed since the RMPs subject to this program review were reviewed by the Lake Country SWCD. The District is commended for reviewing these RMPs in a timely manner and providing helpful feedback to the RMP developer to facilitate the approval of these RMPs

District	Review Category	Earned Points	Available Points	Comments
Natural Bridge	General Program Administration	25	30	Plan review checklists, TRC minutes, and Board minutes were not provided for 2 of the 3 RMPs included in this program review. Without these documents, the Department cannot ensure meetings and proceedings are in accordance with the Administrative Processes Act.
	Plan Review	100	100	Inspection checklist indicates that notice was provided to the participant of an upcoming inspection; however, no comments were included that indicate the date and format of notice.
	Plan Verification	95	100	
	Compliance Inspections			No compliance inspections were reviewed; however the District should have completed one compliance inspection during this review period. The Department is developing a process by which Districts will be notified of upcoming inspection due dates and indicate when an inspection is overdue.
	General Comments			There has been very little RMP activity in the Natural Bridge SWCD and significant time has passed since the RMPs subject to this program review were reviewed by the Natural Bridge SWCD. The Department finds that the Natural Bridge TRC and Board conducted RMP review duties in accordance with regulations and in accordance with guidance provided to them by the Department. The Department has provided recommendations to the District that would strengthen the oversight and administration of this critical program.

District	Review Category	Earned Points	Available Points	Comments
Peanut	General Program Administration	30	30	
	Plan Review	100	100	
	Plan Verification	80	80	
	Compliance Inspections	NA		
	General Comments			<p>There has been very little RMP activity in the Peanut SWCD and significant time has passed since the RMPs subject to this program review were reviewed by the Peanut SWCD. The Department only had one RMP upon which to base this program review.</p> <p>The Department finds that the Peanut TRC and Board conducted RMP review duties in accordance with regulations and in accordance with guidance provided by the Department.</p> <p>The Department commends the Peanut TRC for thorough attention to detail in the review of the RMP and for providing helpful feedback to the RMP developer to facilitate the approval of these RMPs.</p>

District	Review Category	Earned Points	Available Points	Comments
Robert E. Lee	General Program Administration	30	30	
	Plan Review	100	100	
	Plan Verification	NA		
	Compliance Inspections	NA		
	General Comments			The Department finds that the Robert E. Lee TRC and Board conducted RMP review duties in accordance with regulations and with guidance provided by the Department. There has been very little RMP activity in the Robert E. Lee SWCD and significant time has passed since the RMPs subject to this program review were reviewed by the Robert E. Lee SWCD. The Department has provided recommendations to the District that would strengthen the oversight and administration of this critical program. The District was found to have reviewed these RMPs in a timely manner and provided helpful feedback to the RMP developer to facilitate the approval of these RMPs.

District	Review Category	Earned Points	Available Points	Comments
Southside	General Program Administration	30	30	
	Plan Review	100	100	
	Plan Verification	NA		
	Compliance Inspections	NA		
	General Comments			The Department finds that the Southside TRC and Board conducted RMP review duties in accordance with regulations and in accordance with advice provided by the Department. The Department commends the Southside TRC for thorough attention to detail in the review of the RMP and for providing helpful feedback to the RMP developer to facilitate the approval of these RMPs. The District has done an exemplary job in documenting TRC and Board actions regarding RMPs in their TRC meeting minutes and in their Board meeting minutes.

Travis A. Voyles
Secretary of Natural and Historic Resources

Matthew S. Wells
Director

Andrew W. Smith
Chief Deputy Director



Frank N. Stovall
*Deputy Director
for Operations*

Darryl Glover
*Deputy Director for
Dam Safety,
Floodplain Management and
Soil and Water Conservation*

Laura Ellis
*Deputy Director for
Administration and Finance*

COMMONWEALTH of VIRGINIA
DEPARTMENT OF CONSERVATION AND RECREATION

September 25, 2023

Mr. Gary D. Cross, Chairman
Chowan Basin Soil and Water Conservation District
706 South Main Street
Emporia, Virginia 23847

Dear Mr. Cross:

As you may be aware, the Department of Conservation and Recreation (Department) conducts program review related to the duties of Soil and Water Conservation Districts (Districts) in implementing the Resource Management Plan Program. The results of the program reviews are shared with the Virginia Soil and Water Conservation Board. This year, a program review was conducted for the Chowan Basin Soil and Water Conservation District.

The Board and the Department wish to commend the District Board and District staff for all of their time and efforts related to implementing the Resource Management Plan Program (Program). As shown by the program review results, your District has met requirements in administering and promoting this critical Program. If the District has questions or concerns about documenting or recording the actions the District Board takes related to RMPs, please feel free to contact Ms. Barbara McGarry at barbara.mcgarry@dcv.virginia.gov or 804.240.0947.

Thank you again for all of the District's assistance to agricultural producers and citizens and for all the District's efforts to improve Virginia's water quality.

Sincerely

Charles A. Arnason, Chair
Virginia Soil and Water Conservation Board

Matthew S. Wells, Director
Department of Conservation and Recreation

cc: Jennifer Coker, Conservation Education Technician
Wanda Snodgrass, Administrative Assistant



Summary of Resource Management Plan (RMP) Program Review Findings for Chowan Basin Soil and Water Conservation District

The review of local program effectiveness is a responsibility of the Department of Conservation and Recreation as defined by Virginia RMP Regulations (4VAC50-70-130.), which states that the

“The Department shall periodically conduct a comprehensive review of the RMP duties performed by each soil and water conservation district to evaluate whether requirements set forth by this chapter have been satisfactorily fulfilled. The department shall develop a schedule for conducting periodic reviews and evaluations. Each District shall receive a comprehensive review at least once every five years; however, the Department may impose more frequent, partial, or comprehensive reviews with cause. Such reviews where applicable shall be coordinated with those being implemented by agency staff for other purposes that may include annual spot checks of BMPs implemented by districts through the Virginia Agricultural BMP Cost Share Program.”

Programmatic requirements for a District are set out in the RMP regulations contained in 4VAC-50-70 et. seq. Specific checklists address the criteria for RMP program administration, RMP plan review, and RMP inspections.

The following approved Resource Management Plans were selected as part of this program review:

RMP-19-17-0002
RMP-19-17-0003

The following Resource Management Plans Verification Inspections were reviewed as part of this program review:

RMP-19-17-0002
RMP-19-17-0003

The following Resource Management Plans Compliance Inspections were reviewed as part of this program review:

None. Compliance inspections are typically conducted every 3 years, following certification. These RMPS were certified too recently to need a compliance inspection.

Program reviews consist of communication between the Department and the District staff, a review of the District files and other applicable documents, a review of a sample of the RMPs approved by the District Board, review of the certification and compliance inspections (if applicable), and a review of the information entered into the DCR Conservation Planning Suite. Individual checklists will be used for each

plan selected during the program review. A plan review, inspection review, and compliance review checklist will be used to determine that the selected RMPs were reviewed, approved, and inspected by the District in accordance with the RMP regulations. Each District will then be evaluated with a rating worksheet which reflects combined results from the individual checklists. Programs receiving a score of 70 percent or greater in each of the four review areas will be considered to have satisfactorily fulfilled their RMP duties. If one or more of the four program review areas receive a score of less than 70 percent, a program will be considered to have not satisfactorily fulfilled their RMP duties.

Results of the Program Review

A. General Program Administration

Chowan Basin Soil and Water Conservation District received a score of 20 out of a possible 30 points. The District has established a Technical Review Committee (TRC). TRC minutes were not provided for meetings at which RMP review was discussed. According to the Board meeting minutes provided, it is unclear whether the plan review and the certification review were taken to the TRC. Board minutes do, however, indicate that both proposals were taken to the Board for Board action. The minutes do not indicate whether the proposals to approval and certify were made by staff, or staff serving as delegated authority, or staff serving as a representative of the TRC. It is recommended that the Board meeting minutes documenting RMP actions include the RMP ID (identification) number.

B. Review of Approved Plans

Chowan Basin Soil and Water Conservation District received a score of 90 out of a possible 100 points. It was found that thorough review was done of the RMPs, but the role of the TRC role in this review is not clear.

C. Verification Inspection of RMPs

Chowan Basin Soil and Water Conservation District received a score of 100 out of a possible 100 points. It is documented that District staff conducted field inspections. An inspection worksheet was provided for one of the two RMPs but a worksheet should have been provided for both. It is recommended that TRC minutes reflect the TRC review of the request for certification and that Board minutes reflect the TRC recommendation.

D. Compliance Inspection of RMPs

No compliance inspections were due at this time.

E. Summary/Recommendations

The Chowan Basin Soil and Water Conservation District was found to have reviewed these RMPs in a timely manner and provided helpful feedback to the RMP developer to facilitate the approval of these RMPs. The Department recognizes that the District had very little RMP activity to review. The Department has several suggestions for documenting the review and certification process that have been provided to the District for consideration.

Travis A. Voyles
Secretary of Natural and Historic Resources

Matthew S. Wells
Director

Andrew W. Smith
Chief Deputy Director



Frank N. Stovall
*Deputy Director
for Operations*

Darryl Glover
*Deputy Director for
Dam Safety,
Floodplain Management and
Soil and Water Conservation*

Laura Ellis
*Deputy Director for
Administration and Finance*

COMMONWEALTH of VIRGINIA
DEPARTMENT OF CONSERVATION AND RECREATION

September 25, 2023

Mr. Mark Warren, Chairman
Lake Country Soil and Water Conservation District
1028 Madison Street
Boydton, Virginia 23917

Dear Mr. Warren:

As you may be aware, the Department of Conservation and Recreation (Department) conducts program review related to the duties of Soil and Water Conservation Districts (Districts) in implementing the Resource Management Plan Program. The results of the program reviews are shared with the Virginia Soil and Water Conservation Board. This year, a program review was conducted for the Lake Country Soil and Water Conservation District.

The Board and the Department wish to commend the District Board and District staff for all of their time and efforts related to implementing the Resource Management Plan Program (Program). As shown by the program review results, your District has exceeded expectations in administering and promoting this critical Program.

Thank you again for all of the District's assistance to agricultural producers and citizens and for all the District's efforts to improve Virginia's water quality.

Sincerely

Charles A. Arnason, Chair
Virginia Soil and Water Conservation Board

Matthew S. Wells, Director
Department of Conservation and Recreation

cc: Alvis Q. Inge, District Office Manager



Review of Lake Country Soil and Water Conservation District (SWCD) Implementation of the Resource Management Plan (RMP) Program

The review of local program effectiveness is a responsibility of the Department of Conservation and Recreation as defined by Virginia RMP Regulations (4VAC50-70-130.), which states that the

"The Department shall periodically conduct a comprehensive review of the RMP duties performed by each soil and water conservation district to evaluate whether requirements set forth by this chapter have been satisfactorily fulfilled. The department shall develop a schedule for conducting periodic reviews and evaluations. Each District shall receive a comprehensive review at least once every five years; however, the Department may impose more frequent, partial, or comprehensive reviews with cause. Such reviews where applicable shall be coordinated with those being implemented by agency staff for other purposes that may include annual spot checks of BMPs implemented by districts through the Virginia Agricultural BMP Cost Share Program."

Programmatic requirements for a District are set out in the RMP regulations contained in 4VAC-50-70 et. seq. Specific checklists address the criteria for RMP program administration, RMP plan review, and RMP inspections.

Program reviews will consist of communication between the Department and the District staff, a review of the District files and other applicable documents, a review of a sample of the RMPs approved by the District Board, review of the certification and compliance inspections (if applicable), and a review of the information entered into the DCR Conservation Planning Suite. Individual checklists will be used for each plan selected during the program review. A plan review, inspection review, and compliance review checklist will be used to determine that the selected RMPs were reviewed, approved, and inspected by the District in accordance with the RMP regulations. Each District will then be evaluated with a rating worksheet which reflects combined results from the individual checklists. Programs receiving a score of 70 percent or greater in each of the four review areas will be considered to have satisfactorily fulfilled their RMP duties. If one or more of the four program review areas receive a score of less than 70 percent, a program will be considered to have not satisfactorily fulfilled their RMP duties.

The following approved Resource Management Plans were selected as part of this program review:

1. RMP-46-17-0001
2. RMP-46-20-0001
3. RMP-46-20-0002

There are only 3 RMPs in this District. These 3 were RMPs were reviewed in 2017 and in 2020. The Department would typically review a larger sample size and would review programmatic activity that was more current. However, this program review was limited to these 3 RMPs. These RMPs have not yet had a verification inspection requested.

Results of the Program Review

A. General Program Administration

Lake Country Soil and Water Conservation District received a score of 30 out of a possible 30 points. The District has established a Technical Review Committee (TRC). All information is protected from FOIA as required. Technical Review Committee and district board meetings were conducted in accordance with the Administrative Process Act and all Guidance.

B. Review of Approved Plans

Lake Country Soil and Water Conservation District receive a score of 100 out of a possible 100 points.

C. Verification Inspection of RMPs

The Department did not review the verification process as there were no RMPs for which verification inspections were requested in Lake Country Soil and Water Conservation District.

D. Compliance Inspection of RMPs

The Department did not review the compliance inspection process as there were no certified RMPs which required compliance inspections.

E. Summary/Recommendations

Lake Country Soil and Water Conservation District has very adequately acted as the RMP program authority. They have excellent records and should be commended for their implementation and promotion of the program. There are no recommendations for the District at this time.

Travis A. Voyles
Secretary of Natural and Historic Resources

Matthew S. Wells
Director

Andrew W. Smith
Chief Deputy Director



Frank N. Stovall
*Deputy Director
for Operations*

Darryl Glover
*Deputy Director for
Dam Safety,
Floodplain Management and
Soil and Water Conservation*

Laura Ellis
*Deputy Director for
Administration and Finance*

COMMONWEALTH of VIRGINIA
DEPARTMENT OF CONSERVATION AND RECREATION

September 25, 2023

Mr. Robert G. Deyo, Chairman
Natural Bridge Soil and Water Conservation Board
40 Magnolia Square Way, Suite 5
Lexington, Virginia 24450

Dear Mr. Deyo:

As you may be aware, the Department of Conservation and Recreation (Department) conducts program review related to the duties of Soil and Water Conservation Districts (Districts) in implementing the Resource Management Plan Program. The results of the program reviews are shared with the Virginia Soil and Water Conservation Board. This year, a program review was conducted for the Natural Bridge Soil and Water Conservation District.

The Board and the Department wish to commend the District Board and District staff for their time and efforts related to implementing the Resource Management Plan Program (Program). As shown by the program review results, your District has met requirements in administering and promoting this critical Program. If the District has questions or concerns about documenting or recording the actions the District Board takes related to RMPs, please feel free to contact Ms. Barbara McGarry at barbara.mcgarry@dcr.virginia.gov or 804.240.0947.

Thank you again for all of the District's assistance to agricultural producers and citizens and for all the District's efforts to improve Virginia's water quality.

Sincerely

Charles A. Arnason, Chair
Virginia Soil and Water Conservation Board

Matthew S. Wells, Director
Department of Conservation and Recreation

cc: Jennifer Huffman, Office Administrator
Robert G. Hickman, District Manager



Review of Natural Bridge Soil and Water Conservation District (SWCD) Implementation of the Resource Management Plan (RMP) Program

The review of local program effectiveness is a responsibility of the Department of Conservation and Recreation as defined by Virginia RMP Regulations (4VAC50-70-130.), which states that the

"The Department shall periodically conduct a comprehensive review of the RMP duties performed by each soil and water conservation district to evaluate whether requirements set forth by this chapter have been satisfactorily fulfilled. The department shall develop a schedule for conducting periodic reviews and evaluations. Each District shall receive a comprehensive review at least once every five years; however, the Department may impose more frequent, partial, or comprehensive reviews with cause. Such reviews where applicable shall be coordinated with those being implemented by agency staff for other purposes that may include annual spot checks of BMPs implemented by districts through the Virginia Agricultural BMP Cost Share Program."

Programmatic requirements for a District are set out in the RMP regulations contained in 4VAC-50-70 et. seq. Specific checklists address the criteria for RMP program administration, RMP plan review, and RMP inspections.

There were only 3 RMPs in this District eligible to be included in this program review. These 3 were 2015 and 2017 RMPs. Normally, the Department would review RMPs that were created, submitted, reviewed, or inspected more recently. With so few RMPs, however, the Department was limited to reviewing these 3 RMPs.

The following approved Resource Management Plans were selected as part of this program review:

1. RMP-4-15-0001
2. RMP-4-15-0006
3. RMP-4-17-0001

The following Resource Management Plans Verification Inspections were reviewed as part of this program review:

1. RMP-4-15-0001

The following Resource Management Plans Compliance Inspections were reviewed as part of this program review:

No compliance inspections were reviewed; however the District should have completed one compliance inspection during this review period. The Department is developing a process by which Districts will be notified of upcoming inspection due dates and indicate when an inspection is overdue.

Program reviews will consist of communication between the Department and the District staff, a review of the District files and other applicable documents, a review of a sample of the RMPs approved by the District Board, review of the certification and compliance inspections (if applicable), and a review of the information entered into the DCR Conservation Planning Suite. Individual checklists will be used for each plan selected during the program review. A plan review, inspection review, and compliance review checklist will be used to determine that the selected RMPs were reviewed, approved, and inspected by the District in accordance with the RMP regulations. Each District will then be evaluated with a rating worksheet which reflects combined results from the individual checklists. Programs receiving a score of 70 percent or greater in each of the four review areas will be considered to have satisfactorily fulfilled their RMP duties. If one or more of the four program review areas receive a score of less than 70 percent, a program will be considered to have not satisfactorily fulfilled their RMP duties.

Results of the Program Review

A. General Program Administration

Natural Bridge Soil and Water Conservation District received a score of 25 out of a possible 30 points. The District has established a Technical Review Committee (TRC). Plan review checklists, TRC meeting minutes, and Board meeting minutes were not provided for 2 of the 3 RMPs. It is difficult to do a program review on the District's RMP review process without such documents. The review of the RMPs were evaluated solely on activity documented in the module.

B. Review of Approved Plans

Natural Bridge Soil and Water Conservation District received a score of 90 out of a possible 100 points. Plan review checklists, TRC meeting minutes, and Board meeting minutes were not provided for 2 of the 3 RMPs. It is difficult to do a program review on the District's RMP review process without such documents. The review of the RMPs were evaluated solely on activity documented in the module.

C. Verification Inspection of RMPs

Natural Bridge Soil and Water Conservation District received a score of 95 out of a possible 100 points. The TRC conducted a verification inspection when a request was submitted by the producer. The inspection ensured all of the required minimum standards had been completed by the producer.

D. Compliance Inspection of RMPs

One of the three RMPs reviewed in this program review was subject to a 3-year compliance inspection; however, the District did not conduct the required inspection.

E. Summary/Recommendations

Natural Bridge Soil and Water Conservation District has adequately acted as the RMP program authority. Several suggestions from the Department were provided to assist the District with implementation of the RMP Program in the future. Specific suggestions are listed on the included checklist forms.

Travis A. Voyles
Secretary of Natural and Historic Resources

Matthew S. Wells
Director

Andrew W. Smith
Chief Deputy Director



Frank N. Stovall
*Deputy Director
for Operations*

Darryl Glover
*Deputy Director for
Dam Safety,
Floodplain Management and
Soil and Water Conservation*

Laura Ellis
*Deputy Director for
Administration and Finance*

COMMONWEALTH of VIRGINIA
DEPARTMENT OF CONSERVATION AND RECREATION

September 25, 2023

Mr. Carey Copeland, Chairman
Peanut Soil and Water Conservation District
Post Office Box 307
Smithfield, Virginia 23431

Dear Mr. Copeland:

As you may be aware, the Department of Conservation and Recreation (Department) conducts program review related to the duties of Soil and Water Conservation Districts (Districts) in implementing the Resource Management Plan Program. The results of the program reviews are shared with the Virginia Soil and Water Conservation Board. This year, a program review was conducted for the Peanut Soil and Water Conservation District.

The Board and the Department wish to commend the District Board and District staff for all of their time and efforts related to implementing the Resource Management Plan Program (Program). As shown by the program review results, your District has exceeded expectations in administering and promoting this critical Program.

Thank you again for all of the District's assistance to agricultural producers and citizens and for all the District's efforts to improve Virginia's water quality.

Sincerely

Charles A. Arnason, Chair
Virginia Soil and Water Conservation Board

Matthew S. Wells, Director
Department of Conservation and Recreation

cc: Tara Outland-Williams, District Manager



Summary of Resource Management Plan (RMP) Program Review Findings for Peanut Soil and Water Conservation District

The review of local program effectiveness is a responsibility of the Department of Conservation and Recreation as defined by Virginia RMP Regulations (4VAC50-70-130.), which states that the

“The Department shall periodically conduct a comprehensive review of the RMP duties performed by each soil and water conservation district to evaluate whether requirements set forth by this chapter have been satisfactorily fulfilled. The department shall develop a schedule for conducting periodic reviews and evaluations. Each District shall receive a comprehensive review at least once every five years; however, the Department may impose more frequent, partial, or comprehensive reviews with cause. Such reviews where applicable shall be coordinated with those being implemented by agency staff for other purposes that may include annual spot checks of BMPs implemented by districts through the Virginia Agricultural BMP Cost Share Program.”

Programmatic requirements for a District are set out in the RMP regulations contained in 4VAC-50-70 et. seq. Specific checklists address the criteria for RMP program administration, RMP plan review, and RMP inspections.

The following approved Resource Management Plans were selected as part of this program review:

RMP-15-15-0001
RMP-15-15-0002
RMP-15-15-0003

The following Resource Management Plans Verification Inspections were reviewed as part of this program review:

RMP-15-15-0002
RMP-15-15-0003

The following Resource Management Plans Compliance Inspections were reviewed as part of this program review:

None. There were no RMPs that had advanced beyond the implementation phase; there are no compliance inspections to assess in the program review.

Program reviews will consist of communication between the Department and the District staff, a review of the District files and other applicable documents, a review of a sample of the RMPs approved by the District Board, review of the certification and compliance inspections (if applicable), and a review of the information entered into the DCR Conservation Planning Suite. Individual checklists will be used for each

plan selected during the program review. A plan review, inspection review, and compliance review checklist will be used to determine that the selected RMPs were reviewed, approved, and inspected by the District in accordance with the RMP regulations. Each District will then be evaluated with a rating worksheet which reflects combined results from the individual checklists. Programs receiving a score of 70 percent or greater in each of the four review areas will be considered to have satisfactorily fulfilled their RMP duties. If one or more of the four program review areas receive a score of less than 70 percent, a program will be considered to have not satisfactorily fulfilled their RMP duties.

Results of the Program Review

A. General Program Administration

Peanut Soil and Water Conservation District received a score of 30 out of a possible 30 points. The District has established a Technical Review Committee (TRC). All information is protected from FOIA as required. Technical Review Committee and district board meetings were conducted in accordance with the Administrative Process Act and all guidance provided by the Department.

B. Review of Approved Plans

Peanut Soil and Water Conservation District received a score of 100 out of a possible 100 points. The District provided a very thorough and documented review of these plans. It would be recommended to refer to identify the RMP(s) using the RMP ID# when action is noted in TRC and Board meeting minutes.

C. Verification Inspection of RMPs

Peanut Soil and Water Conservation District received a score of 80 out of a possible 80 points. District staff were thorough in their inspections following a certification request. Inspection results were documented in the inspection tab in the module. Each inspection should contain a copy of a certification inspection checklist either in the District file, or preferably, attached to the RMP in the module.

D. Compliance Inspection of RMPs

No compliance inspections are due currently.

E. Summary/Recommendations

It is noted that Peanut District has only had 3 RMPs submitted to the District for review. All RMP-related activity occurred in 2015. The Department would typically review a larger sample size and activity that was more current.

The District was found to have reviewed these RMPs in a timely manner and provided helpful feedback to the RMP developer to facilitate the approval of these RMPs. The Department finds that the Peanut TRC and Board conducted RMP review duties in accordance with regulations and in accordance with advice provided to them by the Department. The program review has found Peanut Soil and Water Conservation District has very adequately acted as the RMP program authority.

Travis A. Voyles
Secretary of Natural and Historic Resources

Matthew S. Wells
Director

Andrew W. Smith
Chief Deputy Director



Frank N. Stovall
*Deputy Director
for Operations*

Darryl Glover
*Deputy Director for
Dam Safety,
Floodplain Management and
Soil and Water Conservation*

Laura Ellis
*Deputy Director for
Administration and Finance*

COMMONWEALTH of VIRGINIA
DEPARTMENT OF CONSERVATION AND RECREATION

September 25, 2023

Mr. Jeffrey Floyd, Chairman
Robert E. Lee Soil and Water Conservation District
7631 A Richmond Highway
Appomattox, Virginia 24522

Dear Mr. Floyd:

As you may be aware, the Department of Conservation and Recreation (Department) conducts program review related to the duties of Soil and Water Conservation Districts (Districts) in implementing the Resource Management Plan Program. The results of the program reviews are shared with the Virginia Soil and Water Conservation Board. This year, a program review was conducted for the Robert E. Lee Soil and Water Conservation District.

The Board and the Department wish to commend the District Board and District staff for all of their time and efforts related to implementing the Resource Management Plan Program (Program). As shown by the program review results, your District has exceeded expectations in administering and promoting this critical Program.

Thank you again for all of the District's assistance to agricultural producers and citizens and for all the District's efforts to improve Virginia's water quality.

Sincerely

Charles A. Arnason, Chair
Virginia Soil and Water Conservation Board

Matthew S. Wells, Director
Department of Conservation and Recreation

cc: Cindy Miller, Office Administrator
Jonathan Wooldridge, Conservation Specialist



Summary of Resource Management Plan (RMP) Program Review Findings for Robert E. Lee Soil and Water Conservation District

The review of local program effectiveness is a responsibility of the Department of Conservation and Recreation as defined by Virginia RMP Regulations (4VAC50-70-130.), which states that the

“The Department shall periodically conduct a comprehensive review of the RMP duties performed by each soil and water conservation district to evaluate whether requirements set forth by this chapter have been satisfactorily fulfilled. The department shall develop a schedule for conducting periodic reviews and evaluations. Each District shall receive a comprehensive review at least once every five years; however, the Department may impose more frequent, partial, or comprehensive reviews with cause. Such reviews where applicable shall be coordinated with those being implemented by agency staff for other purposes that may include annual spot checks of BMPs implemented by districts through the Virginia Agricultural BMP Cost Share Program.”

Programmatic requirements for a District are set out in the RMP regulations contained in 4VAC-50-70 et. seq. Specific checklists address the criteria for RMP program administration, RMP plan review, and RMP inspections.

The following approved Resource Management Plans were selected as part of this program review:

1. RMP-10-16-0001
2. RMP-10-19-0001
3. RMP-10-19-0002

The following Resource Management Plans Verification Inspections were reviewed as part of this program review:

None. There were no RMPs that had advanced beyond the implementation phase; there are no verification inspections to assess in the program review.

The following Resource Management Plans Compliance Inspections were reviewed as part of this program review:

None. There were no RMPs that had advanced beyond the implementation phase; there are no compliance inspections to assess in the program review.

Program reviews will consist of communication between the Department and the District staff, a review of the District files and other applicable documents, a review of a sample of the RMPs approved by the District Board, review of the certification and compliance inspections (if applicable), and a review of the information entered into the DCR Conservation Planning Suite. Individual checklists will be used for each

plan selected during the program review. A plan review, inspection review, and compliance review checklist will be used to determine that the selected RMPs were reviewed, approved, and inspected by the District in accordance with the RMP regulations. Each District will then be evaluated with a rating worksheet which reflects combined results from the individual checklists. Programs receiving a score of 70 percent or greater in each of the four review areas will be considered to have satisfactorily fulfilled their RMP duties. If one or more of the four program review areas receive a score of less than 70 percent, a program will be considered to have not satisfactorily fulfilled their RMP duties.

Results of the Program Review

A. General Program Administration

Robert E. Lee Soil and Water Conservation District receive a score of 30 out of a possible 30 points. The District has established a Technical Review Committee (TRC). All information is protected from FOIA as required. Technical Review Committee and District Board meetings were conducted in accordance with the Administrative Process Act and all guidance provided by the Department.

B. Review of Approved Plans

Robert E. Lee Soil and Water Conservation District receive a score of 100 out of a possible 100 points.

C. Verification Inspection of RMPs

No verification inspections have been requested for these RMPs.

D. Compliance Inspection of RMPs

No compliance inspections are due at this time.

E. Summary/Recommendations

It is noted that Robert E. Lee Soil and Water Conservation District has only had 3 RMPs submitted to the District. All RMP-related activity occurred in 2015 and 2016. The Department would typically review a larger sample size and would review programmatic activity that was more current. Several comments were made on individual plan review checklist forms. These suggestions are not requirements but are actions the District should consider when there are additional RMPs to review.

The District was found to have reviewed these RMPs in a timely manner and provided helpful feedback to the RMP developer to facilitate the approval of these RMPs.

The Department finds that the Robert E. Lee TRC and District Board conducted RMP review duties in accordance with regulations and in accordance with informal guidance provided to them by the Department. The program review found that Robert E. Lee Soil and Water Conservation District has very adequately acted as the RMP program authority.

Travis A. Voyles
Secretary of Natural and Historic Resources

Matthew S. Wells
Director

Andrew W. Smith
Chief Deputy Director



COMMONWEALTH of VIRGINIA
DEPARTMENT OF CONSERVATION AND RECREATION

Frank N. Stovall
*Deputy Director
for Operations*

Darryl Glover
*Deputy Director for
Dam Safety,
Floodplain Management and
Soil and Water Conservation*

Laura Ellis
*Deputy Director for
Administration and Finance*

September 25, 2023

Mr. Buck Tharpe, Chairman
Southside Soil and Water Conservation District
250 LeGrande Avenue, Suite F
Charlotte Court House, Virginia 23923

Dear Mr. Tharpe:

As you may be aware, the Department of Conservation and Recreation (Department) conducts program review related to the duties of Soil and Water Conservation Districts (Districts) in implementing the Resource Management Plan Program. The results of the program reviews are shared with the Virginia Soil and Water Conservation Board. This year, a program review was conducted for the Southside Soil and Water Conservation District.

The Board and the Department wish to commend the District Board and District staff for all of their time and efforts related to implementing the Resource Management Plan Program (Program). As shown by the program review results, your District has exceeded expectations in administering and promoting this critical Program.

Thank you again for all of the District's assistance to agricultural producers and citizens and for all the District's efforts to improve Virginia's water quality.

Sincerely

Charles A. Arnason, Chair
Virginia Soil and Water Conservation Board

Matthew S. Wells, Director
Department of Conservation and Recreation

cc: Tricia Mays, District Manager/Conservation Specialist



Summary of Resource Management Plan (RMP) Program Review Findings for Southside Soil and Water Conservation District

The review of local program effectiveness is a responsibility of the Department of Conservation and Recreation as defined by Virginia RMP Regulations (4VAC50-70-130.), which states that the

“The Department shall periodically conduct a comprehensive review of the RMP duties performed by each soil and water conservation district to evaluate whether requirements set forth by this chapter have been satisfactorily fulfilled. The department shall develop a schedule for conducting periodic reviews and evaluations. Each District shall receive a comprehensive review at least once every five years; however, the Department may impose more frequent, partial, or comprehensive reviews with cause. Such reviews where applicable shall be coordinated with those being implemented by agency staff for other purposes that may include annual spot checks of BMPs implemented by districts through the Virginia Agricultural BMP Cost Share Program.”

Programmatic requirements for a District are set out in the RMP regulations contained in 4VAC-50-70 et. seq. Specific checklists address the criteria for RMP program administration, RMP plan review, and RMP inspections.

The following approved Resource Management Plans were selected as part of this program review:

1. RMP-3-17-0001
RMP-3-17-0002
RMP-3-17-0003
RMP-3-17-0004
RMP-3-21-0001

The following Resource Management Plans Verification Inspections were reviewed as part of this program review:

None. There were no RMPs that had advanced beyond the implementation phase; there are no verification inspections to assess in the program review.

The following Resource Management Plans Compliance Inspections were reviewed as part of this program review:

None. There were no RMPs that had advanced beyond the implementation phase; there are no compliance inspections to assess in the program review.

Program reviews consist of communication between the Department and the District staff, a review of the District files and other applicable documents, a review of a sample of the RMPs approved by the District Board, review of the certification and compliance inspections (if applicable), and a review of the information entered into the DCR Conservation Planning Suite. Individual checklists will be used for each plan selected during the program review. A plan review, inspection review, and compliance review checklist will be used to determine that the selected RMPs were reviewed, approved, and inspected by the District in accordance with the RMP regulations. Each District will then be evaluated with a rating worksheet which reflects combined results from the individual checklists. Programs receiving a score of 70 percent or greater in each of the four review areas will be considered to have satisfactorily fulfilled their RMP duties. If one or more of the four program review areas receive a score of less than 70 percent, a program will be considered to have not satisfactorily fulfilled their RMP duties.

Results of the Program Review

A. General Program Administration

Southside Soil and Water Conservation District receive a score of 30 out of a possible 30 points. The District has established a Technical Review Committee (TRC). All information is protected from FOIA as required. Technical Review Committee and District Board meetings were conducted in accordance with the Administrative Process Act and all guidance provided by the Department.

B. Review of Approved Plans

Southside Soil and Water Conservation District receive a score of 100 out of a possible 100 points.

C. Verification Inspection of RMPs

No verification inspections have been requested for these RMPs.

D. Compliance Inspection of RMPs

No compliance inspections are due at this time.

E. Summary/Recommendations

The District was found to have reviewed these RMPs in a timely manner and provided helpful feedback to the RMP developer to facilitate the approval of these RMPs. The Department finds that the Southside TRC and Board conducted RMP review duties in accordance with regulations and in accordance with advice provided to them by the Department. The District should be commended for an exemplary job in documenting their RMP activities in TRC and Board meeting minutes. The program review found that Southside Soil and Water Conservation District has very adequately acted as the RMP program authority.