




	A	B	C	D	E	F	G	
1	Jefferson County SWCD 2023-2024 Annual Plan of Work							
2	We promote resource management that benefits both watershed health and economic viability.							
3	Goals/Objectives/Strategies/Projects			Start	End	Staff	Board	
4	Goal A: Improve Water Quality and Quantity Related to Irrigation Water Management							
5	Promote efficient irrigation water usage that prevents soil erosion, controls pesticide and nutrient leaching and irrigation runoff.							
6	a.	Partner and collaborate with stakeholders, agencies and organizations including NUID, NRCS, Jefferson County, OWEB, FSA, Middle Deschutes Watershed Council, Wy'East RC&D, other area Watersheds, etc. to coordinate and facilitate natural resource agreements, work group participation and round table		7/1/2023	6/30/2024	All Staff	All Board	
7	b.	Facilitate the Jefferson County Agricultural Resiliency Group; participate in Group conversations and Workgroups		7/1/2023	6/30/2024	Ellen w/all staff	Brad, Craig, Lloyd, Rob, Scotty	
8	c.	Provide technical assistance to landowners including site visits, conservation planning, designing projects, grant writing, implementing conservation practices, compliance visits with ODA, and project management/inspection/verification.		7/1/2023	6/30/2024	All Staff		
9	d.	Continue turbidity monitoring in Mud Springs, Rattlesnake Canyon, Campbell Creek, and Culver Drain as needed to support NRCS' CIS.		7/1/2023	6/30/2024	Lisa		
10	e.	Continue monitoring in the Campbell Creek SIA.				Ellen/Lisa	Scotty	
11	f.	Implement the Middle Deschutes PSP Strategic Plan; continue monitoring pesticides in Mudsprings, Campbell Creek, Rattlesnake Canyon, and Culver Drain.		7/1/2023	6/30/2024	Lisa		
12	g.	Continue to write Small Grants through the OWEB Small Grant Program		7/1/2023	6/30/2024	All Staff		
13	Goal B: Water Quality & Conservation Projects/Outreach/Technical Assistance							
14	Promote District Conservation Projects							
15	a.	Assist landowners with soils info or GIS mapping etc. as needed. Assist landowners with EQIP applications and certified farm plans that result in funding for improved Water Quality/Quantity and assist landowners with OWEB small grant applications.		7/1/2023	6/30/2024	Lisa/Ellen		
16	b.	Facilitate tours of conservation practices implemented and planned		7/1/2023	6/30/2024	All staff	All Board	
17	c.	Participate in Farm Fair, and other Natural Resource Committees/Groups		7/1/2023	6/30/2024	All staff		
18	CREP Program							
19	a.	3 CREP Contracts		7/1/2023	6/30/2024	Lisa		
20	b.	7 Events/Outreach Activities		7/1/2023	6/30/2024	Lisa		
21	c.	3 Miles of Stream into CREP		7/1/2023	6/30/2024	Lisa		
22	d.	Acres of Habitat to be Assessed as Needed		7/1/2023	6/30/2024	Lisa		
23	e.	35 Acres of Riparian Habitat to be enrolled		7/1/2023	6/30/2024	Lisa		
24	Goal C: EQIP							

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25	Work with partners on existing contracts and future contracts							
26	a.	Assist NUID and landowners with grant or program funding applications for implementation and on farm plans.		7/1/2023	6/30/2024	Staci/Lisa		
27	b.	Identify projects for Agency Plains projects. Provide technical field services and assist with funding assistance if requested.		7/1/2023	6/30/2024	Staci/Lisa		
28	Goal D: NRCS Assistance							
29	Work with NRCS on existing contracts and future contracts							
30	a.	Assist landowners with soil or GIS mapping as needed. Assist landowners with NRCS EQIP applications and certified farm plans that may result in funding for improved water quality and quantity.		7/1/2023	6/30/2024	Lisa/Staci		
31	b.	Assist with conservation questions for natural resource concerns		7/1/2023	6/30/2024	Lisa		
32	c.	NRCS Training as requested		7/1/2023	6/30/2024	Lisa		
33	d.	Provide NRCS with assistance for yearly Local Work Group Meeting		7/1/2023	6/30/2024	Staci		
34	e.	NRCS CIS Monitoring & Reporting		7/1/2023	6/30/2024	All Staff		
35	Goal E: Trout Creek Watershed							
36	Improve Hydrologic Function in Trout Creek Watershed							
37	a.	Manage and Administer Projects - Manage Project		7/1/2023	6/30/2024	Adam/Staci		
38	b.	Produce Environmental Compliance Documentation - Environmental Documentation for Project		7/1/2023	6/30/2024	Adam		
39	c.	Identify Potential Habitat Projects and Seek Cost-Share		7/1/2023	6/30/2024	Adam/Staci		
40	d.	Provide Technical Assistance & Input		7/1/2023	6/30/2024	Adam		
41	e.	Watershed Coordination and Assistance with ODFW-Trout Creek Project		7/1/2023	6/30/2024	Adam		
42	f.	Habitat Maintenance - Maintain Instream and Floodplain Structures		7/1/2023	6/30/2024	Adam		
43	g.	Trout Creek Noxious Weed Program		7/1/2023	6/30/2024	Adam		
44	h.	Trout Creek Vegetation Improvement - Upland & Riparian		11/1/2023	3/31/2024	Adam		
45	i.	Foley Creek Passage and Habitat Improvement - Phase 1 Implementation		8/1/2023	10/31/2023	Adam		
46	j.	Little Trout Creek Juniper Removal OWEB Grant Implementation		7/1/2023	6/30/2024	Adam		
47	k.	Beaver Creek Watershed Improvement OWEB Grant Implementation		7/1/2023	6/30/2024	Adam		
48	l.	Calf Gulch Juniper Removal OWEB Grant Implementation		7/1/2023	6/30/2024	Adam		
49	m.	Produce Annual Report		7/1/2023	8/15/2023	Adam		
50	n.	Produce Quarterly Status Reports		7/1/2023	6/30/2024	Adam		
51	o.	Work with Landowners on potential Juniper Cut projects in both the Trout and Willow Creek Watersheds		7/1/2023	6/30/2024	Adam/Ally		
52	Trout Creek Monitoring							
53	a.	Assist ODFW with Steelhead Spawning Surveys and Smolt Trapping		1/1/2024	4/30/2024	Adam		

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54	b.	Annual project site visits/evaluations and photo points		7/1/2023	6/30/2024	Adam		
55	c.	GPS survey past stream restoration project sites after high water events		7/1/2023	6/30/2024	Adam		
56	d.	Hydrologic Restoration for Steelhead in Jefferson County - CIS monitoring		7/1/2023	6/30/2024	Adam/Ally		
57	Goal F: Middle Deschutes Watershed Council Support							
58	Provide Middle Deschutes Watershed Council Technical And Administrative Support							
59	a.	Provide technical assistance to on the ground projects		7/1/2023	6/30/2024	Ally		
60	b.	Provide administrative support for Small Grant Projects		7/1/2023	6/30/2024	Staci		
61	c.	Manage Small Grant Team/Requirements/Functions		7/1/2023	6/30/2024	Staci		
62	d.	Assist with Education Natural Resource Programs in Jefferson County		7/1/2023	6/30/2024	Ally		
63	e.	Act as Fiscal Administrator for Council		7/1/2023	6/30/2024	Staci		
64	Goal G: District Operations							
65	Marketing Jefferson County SWCD to increase community support for our mission							
66	a.	Maintain District website. Display information, news, create community, and showcase benefits of Jefferson SWCD programs.		7/1/2023	6/30/2024	Lisa/Ellen		
67	b.	Show and market the results and outcomes that Jefferson SWCD achieves thru Annual Report.		7/1/2023	6/30/2024	Staci/Lisa		
68	c.	Flyers, Brochures and News Releases.		7/1/2023	6/30/2024	Staci/Lisa/Elle		
69	d.	Participate in Natural Resource Committees or Groups that align with the District mission in Jefferson County.		7/1/2023	6/30/2024	All staff	All Board	
70	e.	News articles		7/1/2023	6/30/2024	Staci/Lisa/Ally/ Ellen		
71	Internal Operations							
72	a.	Develop and implement 2023-2028 Strategic Plan		7/1/2023	6/30/2024	Ellen w/all	All Board	
73	b.	Annually update Annual Plan of Work based on Jefferson SWCD Strategic Plan.		7/1/2023	6/30/2024	Staci w/all	All Board	
74	c.	Update as needed Board Policies and Procedures		7/1/2023	6/30/2024	Staci		
75	d.	Continue to manage Jefferson County SWCD financial affairs consistent with Accepted Accounting Principals and ODA Requirements		7/1/2023	6/30/2024	Staci	Curt	
76	e.	Submit detailed financial reports to Board member for monthly review		7/1/2023	6/30/2024	Staci	Rob	
77	f.	Administer grant funding and track finances for all funding sources in QuickBooks		7/1/2023	6/30/2024	Staci		
78	g.	Conduct annual financial audit or review and quarterly financial review by CPA		7/1/2023	6/30/2024	Staci		