

CCAP Allocation Workgroup Meeting: 4/2/14 Meeting Minutes

4th Floor Conference Room Archdale Bldg Raleigh and webinar/teleconference

Attendees: Gary Higgins, Dru Harrison, Keith Larick, Tom Hill, Julie Henshaw, Pat Harris, Anthony Hester, Mike Dupree

I. Welcome and Introductions

Tom Hill opened the meeting and the attendees listed above introduced themselves.

II. Review of existing allocation rule

The group reviewed the Administrative Code that governs the current allocation guidelines: [02 NCAC 52H .0103 Allocation Guidelines and Procedures](#) – begins page 2, ends page 4.

The purpose of this workgroup is to develop recommendations on how to revise the CCAP allocation process. This workgroup's recommendations will first be discussed by the CCAP Advisory Committee. The CCAP Advisory Committee will then develop recommendations that will be presented to the Soil and Water Conservation Commission for consideration. Should the commission pursue a change in the allocation guidelines, it will require a rule change. State agencies, including the Department of Agriculture and Consumer Services, are currently reviewing all rules and procedures in accordance with legislation passed recently.

III. Allocations, Encumbrances, and Expenditures review

Tom Hill presented data regarding CCAP appropriations (CC funds only) including:

- Allocations
- Encumbrances from each participating district from 2008 – 2013 (program inception to the last closed contract year)
- Expenditures from 2008 – 2011 (the last completed year of contracts)
- The following districts have not requested CCAP funds to date: Bertie, Bladen, Caswell, Cumberland, Gates, Granville, Halifax, Northampton, Robeson, Rowan, Sampson, Scotland, Terrell, Vance, Washington, and Wayne (16 districts total, 18 show on the attachments, two districts that have previously not participated did so in 2014, but the data shows through 2013, the last complete year of contracting)

Refer to Attachment A for more detailed information.

IV. Survey Results

At the request of the workgroup, an online survey was conducted to gain information from districts on why they were successful or having trouble encumbering and/or expending CCAP funds. The survey received 73 responses, of which approximately 67% of the responders noted issues with not enough funds being available for high quality project implementation being the primary reason for

not encumbering and expending funds. Technical assistance and job approval authority issues fell a distant second and third. Successes of districts generally were noted to involve community, school, or municipal partnerships.

Refer to Attachment B for the survey results.

V. Statewide Allocation Strategies

The workgroup discussed possible allocation methods that would ensure program success while maintaining locally led conservation initiatives. The Soil and Water Conservation Commission receives approximately \$143,000 in state appropriations to allocate to districts for CCAP each year.

- Recommend setting caps per application in the commission's CCAP detailed implementation plan.
- With current funding level, consider a cap of \$10,000-\$12,000 range per application
- One application could consist of a larger project or multiple projects in a specific watershed (multiple projects in one watershed)
- Consider a statewide or regional competitive application process
 - Regional process approach:
 - Equal funds available per region
 - Set a deadline for encumbering funds by a deadline to ensure project progress
 - Move funds to other eligible projects in the region if applications available; move funds to other regions if no other applications in the region.

What should a statewide ranking form include?

- Include point values for items in the current allocation rule:
 - Is the project located in
 - An impaired watershed according to the Division of Water Resources 303(d) list?
 - A watershed classified by the Division of Water Resources as an Outstanding Resource Water, High Quality Water, Trout, and/or Open Shellfish Harvesting waters?
 - An area with a NPDES Phase I and/or Phase II?
 - What is the population density rank of the county?
 - A drinking water assessment area according to the Division of Water Resources?
- Points for projects in districts that receive funding for CCAP TA (Dare, New Hanover)
 - Is there a way to fund additional positions through CCAP TA?
- Points for leveraging additional resources
- Points for a completed design by staff with appropriate JAA
- Points for willingness to host public events to build the educational value of program. For projects on public lands consider educational signage.
- Points based on the water quality benefits calculated for the project (N, P, TSS calculations)