

North Carolina Department of Environment and Natural Resources
Division of Soil and Water Conservation

Michael F. Easley, Governor
William G. Ross Jr., Secretary
David S. Vogel, Director



August 9, 2002

MEMORANDUM

TO: Soil and Water Conservation Districts
FROM: David S. Vogel *DSV*
SUBJECT: State Matching Funds to Support District Operations

ACTION REQUIRED BY: SEPTEMBER 1, 2002

Each year the General Assembly appropriates funds to assist Soil and Water Conservation Districts in the fulfillment of Districts' responsibilities under General Statute 139. The General Assembly is expected to appropriate \$400,000 (\$4,000 per District) again this year.

To receive these funds, Districts are required to provide evidence that you are being provided funds from local sources to match on a one-for-one basis the state funds made available to your District. You are encouraged to proceed with your request for state matching funds.

The decision of how to use these funds, as long as it follows the attached Commission policy, is largely left to the local soil and water conservation district. However, it is important to show that districts are using these funds for critical needs, such as equipment, computer software, office supplies and salaries. Please review your expenditure of these funds and ensure your allocation is spent on critical operating expenses. I recommend that you not spend these funds in any manner that you would not be comfortable standing in front of the General Assembly to defend as a true operational expense of the district.

I am providing a copy of the Application for Matching Funds for Soil and Water Conservation Districts, form 203, for your use in applying for these funds. Please complete all items in parts I and II of the form and return to the attention of Debbie Mouberry at the address shown on the form. To ensure consideration, your application must be received by September 1, 2002.

Enclosure

Cc: Lynn A. Sprague ✓
Debbie Mouberry

1614 Mail Service Center, Raleigh, North Carolina 27699-1614

Phone: 919-733-2302 \ FAX: 919-715-3559 \ Internet: www.enr.state.nc.us/DSWC/
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NORTH CAROLINA SOIL AND WATER CONSERVATION COMMISSION
COMMISSION POLICY PERTAINING TO GENERAL EXPENSE FOR DISTRICTS

STATEMENT OF INTENT:

The previous Commission policy used a formula allocation for operation funds for the soil and water conservation districts. The current allocation method is to provide \$4,000 per year for each county (provided there is a commitment of local match). The Commission needs to update this policy.

STATEMENT OF POLICY:

Each soil and water conservation district embracing a single county and each county within a multi-county district shall be authorized to receive an amount from the "General Expenses" category of the Commission's budget. The yearly allocation is \$4,000/district.

REQUIREMENT: The Commission shall not disburse "general expense" funds until the district submits an "Application" Form 203, requesting the funds, properly signed by the chairman of the district or of the county committee, and properly notarized and signed by a county official stipulating the amount of county funds appropriated for the district.

LIMITATIONS:

A. General expense funds can be budgeted for:

1. Salaries of District Secretarial and Technical Personnel
2. Communications
3. Printing
4. Supplies
5. Equipment
6. Watershed development
7. Conservation Demonstrations
8. Educational Projects

B. "General Expense" funds can not be budgeted or spent for:

1. Supervisor Travel and Per Diem in excess of reimbursements normally paid by the Commission
2. Dues: area, State Association, NACD

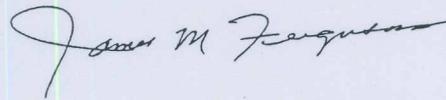
AVAILABILITY OF FUNDS

All authorizations are subject to the availability of funds for the stated purpose.

EFFECTIVE DATE

This policy shall be in effect on or after July 18, 2001, and shall remain in effect until rescinded, amended or otherwise altered by the Soil and Water Conservation Commission. Any change in policy shall be effective at the discretion of the Commission. Notice shall not be required.

The NC Soil and Water Conservation Commission adopted this policy in regular session on July 18, 2001.



James Ferguson, Chairman