

# Conservation District Watershed Specialists

Stephen Lathrop, Project Advisor

# What is a Conservation District Watershed Specialist (CDWS)?

- **Employee of the County Conservation District**
- **Provides technical assistance to nurture the development of watershed organizations and improve the quality & quantity of the Commonwealth's surface & groundwater resources.**

# Rooted in PA's NPS Management Program 1999 Update

**The idea for CDWS originated to help reach Milestone J in AG Action Plan:** (394-2000-002/Sept1999/page21/Sec.I)

**“A state-wide system of conservation districts with trained staff to implement programs at the local level to minimize nonpoint source water quality impacts by 2004.”**

# **Currently there are 66 Conservation District Watershed Specialists in Pennsylvania!**

**Watersheds in Carbon County are  
without a Conservation District  
Watershed Specialist.**

# Conservation District Watershed Specialist Position “Nuts & Bolts”

- **Growing Greener Contract**
- **Job Description**
- **General Statement of Duties**
- **Deliverables**
- **Simplified Budget (20% Match)**
- **Individual Development Plan**
- **Training Responsibility/Options**

# DEP-CD Growing Greener Contract

Sample included in your folder

- **Contract agreement & various attachments/exhibits including:**
- **Scope of work=job description**
- **Deliverables**
- **Simplified budget**

# Scope of Work = *Job Description*

All CDWS contracts have the same:

- GENERAL STATEMENT OF DUTIES
- DELIVERABLES FOR RESULTS-BASED FUNDING OF WATERSHED SPECIALISTS

Other parts of the CDWS job description are customized to fit each contract.

# GENERAL STATEMENT OF DUTIES

**“Provide technical, informational and organizational assistance that will improve the watershed organization development and the quality and quantity of the Commonwealth’s surface and groundwater resources.**

**The focus of this work relates to watershed assessment, procurement of funding, technical assistance and the creation, implementation & coordination of work plans and strategies to restore and protect groundwater and surface water resources.**



# GENERAL STATEMENT OF DUTIES

- **The Watershed Specialist is a resource to both the public and private sectors and is under the direct supervision and is accountable to the Conservation District Board of Directors where the position is located.”**

# Deliverables for Results-Based Funding

- **Educational Activities**
- **Watershed Activities**
- **Attend Pertinent Training**
- **Monthly Report to the CD Board**
- **Report Quarterly in CDWS Database**
- **Work closely with DEP Watershed Manager on proposals & projects**
- **Identify improving streams and lakes**
- **Assist DEP with TMDL data collection**

# Watershed Activities

- **Restoration, protection, planning, & maintenance**
- **Watershed monitoring & assessment; data collection for plan development or implementation, TMDL**
- **Demonstration site development**
- **Formation of local watershed association or watershed council**
- **Other**

# Examples of some “Other” Watershed Activities

- **Stormwater management**
- **Floodplain management**
- **Land use regulations**
- **Well-head protection**
- **Ground water protection**
- **Erosion & sedimentation control**
- **Nutrient management/trading**
- **Wetland restoration**

# Simplified Budget

- Contract provides 80% up to max of \$32,000/yr

- Funding Categories include:

**Salaries/Benefits**

**Travel**

**Equip/Supplies (for position only)**

**Administration (up to 5% )**

**Contractual**

**Other (registrations, etc.)**

**Total Grant Request**

**20%Match**

# Reimbursement

- **Invoicing can be monthly or quarterly.**
- **Each invoice must be accompanied with:**
  - **Receipts, payroll info, etc**
  - **Monthly Report(s) to the CD Board**
  - **Quarterly entry in CDWS Database**

# Individual Development Plan (IDP)

- **Tool to assist the District Manager and the CDWS in determining which skills are needed to adequately perform the duties of the CDWS.**
- **The IDP can then be used as guidance or basis for justification when presenting training requests to the CD Board for approval.**

# Training

- **DEP is responsible for providing adequate training opportunities.**
- **The Conservation District is responsible for seeing that the CDWS attends the necessary training.**



# DEP Provided Training Options

- **Watershed Academies**
- **Training Courses Offered by DEP**
- **CDWS Coordinated Local Training Supported by PACD's Section 319 Grant for Nonpoint Source (NPS) Education & Outreach**

# CD Coordinated Local Training

- **Provide technical training options to enable the Conservation District staff and others to develop the skills necessary to address their local nonpoint source challenges.**
- **PACD through their Section 319 grant for NPS outreach & education can provide financial support for CD technical staff training efforts (for materials, lunch with proper justification, etc.)**

# CD & DEP Priorities

- “Watershed Specialists are an invaluable connection to restoring watersheds and promoting environmental protection at the local level---helping us achieve continued success in cleaning up the environment and revitalizing our local communities.”

Governor Rendell, July 10, 2006