



Mountain Castles Soil & Water Conservation District
Serving Botetourt & Craig Counties
36 Executive Circle, Roanoke, VA 24012
540-580-8373
tim.miller@mountaincastles.org
www.mountaincastles.org

We work with the people who work the land.

Board of Directors Meeting Minutes
Wednesday, January 14, 2026 – 7:00 p.m.
USDA Service Center, Bonsack

Directors Present: Jeff Henderson, Chair, Botetourt
Preston Wickline, Vice Chair, Botetourt
Walter Nelson, Botetourt
Jason Williams, Craig
Andrew Keffer, Craig

Directors Absent: none

Staff Present: Tim Miller
Dan Naff

Others Present: Michael Beahm, Associate Director, Treasurer
Jeff Munsey, Associate Director
Tasha Snavely, Associate Director
Tom Williamson, Associate Director
Jonathan Stanley, VCE-Craig County
Derek Hancock, NRCS
Evan Rasnake, FSA
Stacy Horton, DCR

Quorum: Jeff Henderson called the meeting to order at 7:20 pm. Quorum was established. Walter Neslon moved to accept the written resignation of Ann Jones from the Mountain Castles SWCD Board of Directors. Second by Andrew Keffer, motion passed by unanimous consent (see attached email).

Minutes: Minutes from the December 10, 2025, board meeting were reviewed. Preston Wickline moved to approve the minutes as presented. Second by Andrew Keffer. Motion approved by unanimous consent.

Treasurer's Report: Jason Williams moved to accept the attached report; second by Preston Wickline, motion approved by unanimous consent. The Exit Notes from the January 8th audit were reviewed (see attached).

Other Business

- Walter Nelson moved to nominate Jonathan Stanley for the VCE appointment to the Mountain Castles SWCD Board of Directors. Second by Jason Williams, motion passed by unanimous consent. The nomination for appointment will be sent to the Virginia Soil and Water Conservation Board for consideration.
- Revisions to the FY26 District Budget were reviewed. Based on the recommendation from the Budget/Finance Committee, Walter Nelson moved to adopt the revised budget as presented. Second by Jason Williams, motion approved by unanimous consent (revised budget attached).
- Walter Neslon moved to raise the District mileage reimbursement rate to the 2026 IRS rate of \$0.725/mile. Second by Jason Williams, motion passed by unanimous consent.
- The Annual Plan of Work and Four Year Strategic Plan were reviewed.

- Preston Wickline moved to send a letter of support for increased funding for the Virginia Conservation Assistance Program to Delegate Terry Austin and Senator Chris Head. Second by Jason Williams, motion passed by unanimous consent (copy of letter attached).
- Tim Miller shared planning updates concerning the Winter Banquet, to be held February 10th at the Fincastle Volunteer Fire Department.

VACS Program

The following out-of-pocket tax credit was reviewed:

- 45-24-0040; Instance #563546 (SL-7); eligible tax credit: \$2,223.90

Jeff Henderson approved the tax credit on 12/18/25 per delegated authority from the Board of Directors.

The following cost-share increases were reviewed:

- 45-26-0010; Instance #709880 (SL-8B); new maximum cost share = \$7,392.00; reason for CS increase: increase in acres planted compared to what was enrolled

Preston Wickline moved to approve the cost share increase, second by Jason Williams, motion passed by unanimous consent.

- 45-26-0008; Instance #709528 (SL-8B); new maximum cost share = \$25,611.00; reason for CS increase: increase in acres planted compared to what was enrolled

Andrew Keffer moved to approve the cost share increase, second by Jason Williams, motion passed by unanimous consent.

Conservation Specialist Report: submitted by Dan Naff – received and placed on file (see full report)

District Coordinator Report: submitted by Tim Miller – received and placed on file (see full report)

Conservation Technician Assistant Report: submitted by Emily Williams – received and placed on file (see full report)

Agency Reports:

- DCR – written report provided by Stacy Horton – received and placed on file (see full report)
- VCE – Jonathan Stanley provided updates on VCE annual reporting and the Virginia No Till Conference
- VDOF – No report
- FSA – Evan Rasnake provided updates on County Committee elections, crop reporting deadlines, and the Farmer Bridge Assistance Program
- NRCS – written report provided by Derek Hancock – received and placed on file (see full report)

Adjourn:

The meeting adjourned at 8:15 p.m. with a motion from Walter Nelson, second by Andrew Keffer.

Approved:



Jeff Henderson, Chair

Date: 2/10/26

Respectfully submitted/prepared by:



Tim Miller



Tim Miller <tim.miller@mountaincastles.org>

Mountain Castles: VCE Agent Resignation & Appointment

Peek, Danny <dpeek@vt.edu>
To: "Horton, Stacy (DCR)" <Stacy.Horton@dcr.virginia.gov>
Cc: "tim.miller" <tim.miller@mountaincastles.org>

Tue, Jan 6, 2026 at 1:59 PM

Hi Stacy,

I appreciate the phone call.

Ann Jones resigned from her position as the Agricultural and Natural Resources Agent with Virginia Cooperative Extension (VCE), Botetourt County, on July 27, 2025. Ann no longer works for VCE and therefore leaves the Mountain Castle Soil and Water Conservation District with a vacancy. I would like to recommend Jonathan Stanley, Agricultural and Natural Resources Agent, Craig County for the vacancy.

I appreciate the opportunity for our agents to partner with the Soil and Water Conservation Districts to serve the people of Southwest Virginia. Just let me know if you need a more formal letter.

Thank you,

Danny

From: Horton, Stacy (DCR) <Stacy.Horton@dcr.virginia.gov>
Sent: Tuesday, January 6, 2026 12:44 PM
To: Peek, Danny <dpeek@vt.edu>
Cc: tim.miller <tim.miller@mountaincastles.org>
Subject: Mountain Castles: VCE Agent Resignation & Appointment

You don't often get email from stacy.horton@dcr.virginia.gov. Learn why this is important

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01/13/26

Cash Basis

Mountain Castles Soil & Water Conservation District Profit & Loss

July 1, 2025 through January 13, 2026

	Jul 1, '25 - Jan 13, 26
Ordinary Income/Expense	
Income	
CDs - Income	
Interest CD 4237	1,460.94
interest CD 4234	1,460.94
Total CDs - Income	2,921.88
OPERATIONS	
DCR Operational Funds	
DCR Allocation for Operations	72,273.50
VNRCF Base and TA Funds	144,707.92
Total DCR Operational Funds	216,981.42
FY Dam Maintenance	
Small Dam Repair	42,000.00
FY Dam Maintenance - Other	22,640.00
Total FY Dam Maintenance	64,640.00
Cost Share	
2026 OCB VACS	168,327.10
2026 CB VACS	647,426.12
Total Cost Share	815,753.22
Total OPERATIONS	1,097,374.64
FEDERAL SOURCES	
NRCS Dam Rehab Agreement	103,395.14
Tinker & Glade TMDL	
Construction Cost Share	29,462.50
TA & Ops	3,205.30
Total Tinker & Glade TMDL	32,667.80
Total FEDERAL SOURCES	136,062.94
LOCAL/OTHER SOURCES	
UJRC&D Grant	1,129.40
VASWCD	
MWEE Grant	584.01
Total VASWCD	584.01
Local Government Funding	
Botetourt County	7,000.00
Total Local Government Funding	7,000.00
ATC Grant	975.00
Total LOCAL/OTHER SOURCES	9,688.41
Interest	
Operational -Bank of Fincastle	248.88
Savings - Bank of Fincastle	7.09
Interest - Other	26,624.22
Total Interest	26,880.19
Total Income	1,272,928.06
Gross Profit	1,272,928.06
Expense	
Return of TA to DCR	2,446.37
VCAP TA	386.82
Operations MCSWCD	
I. Employee Compensation	
Technician Assistant	

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Mountain Castles Soil & Water Conservation District Profit & Loss

01/13/26

July 1, 2025 through January 13, 2026

Cash Basis

	Jul 1, '25 - Jan 13, 26
Education & Training	500.00
Travel/Milage	205.21
FICA	397.05
Salary	5,190.00
Total Technician Assistant	6,292.26
Directors	
Meals/Expenses	1,150.55
Travel/Mileage	995.40
Total Directors	2,145.95
Education Coordinator	
Benefits	9,490.02
Education and Training	1,749.15
FICA	3,179.17
Travel/mileage	624.40
Salary	42,552.27
Total Education Coordinator	57,595.01
VNRCF TA - Conservation Tech	
Benefits Paid	9,588.90
Education & Training	1,255.70
FICA & Medicare	2,349.18
Salary	31,910.06
Travel/Mileage	101.50
Total VNRCF TA - Conservation Tech	45,205.34
Total I. Employee Compensation	111,238.56
II. Office Expenses	
Marketing Services	26.78
Team Building	152.52
Membership Dues, Various Org	
NACD Dues	775.00
VASCWD Support Services	3,592.00
Membership Dues, Various Org - Other	65.00
Total Membership Dues, Various Org	4,432.00
Xerox Lease (ESI)	1,330.86
Phones/Internet (Cox Business)	1,236.08
Computer programs & software	2,106.75
Office Rent	4,500.00
Postage	197.86
Office Equipment and Supplies	2,265.29
U.S. Cellular -VNRCF TA	545.16
Total II. Office Expenses	16,793.30
V. Education, Youth	
Classroom Resources	271.40
ATC Grant	2,418.88
MCSWCD Scholarships	370.00
MWEE	4,359.77
Total V. Education, Youth	7,420.05
VI. Education, Public	
UJRC&D Grant	892.64
Outreach	244.20
Total VI. Education, Public	1,136.84
Vehicle	
Maintenance	265.65

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01/13/26

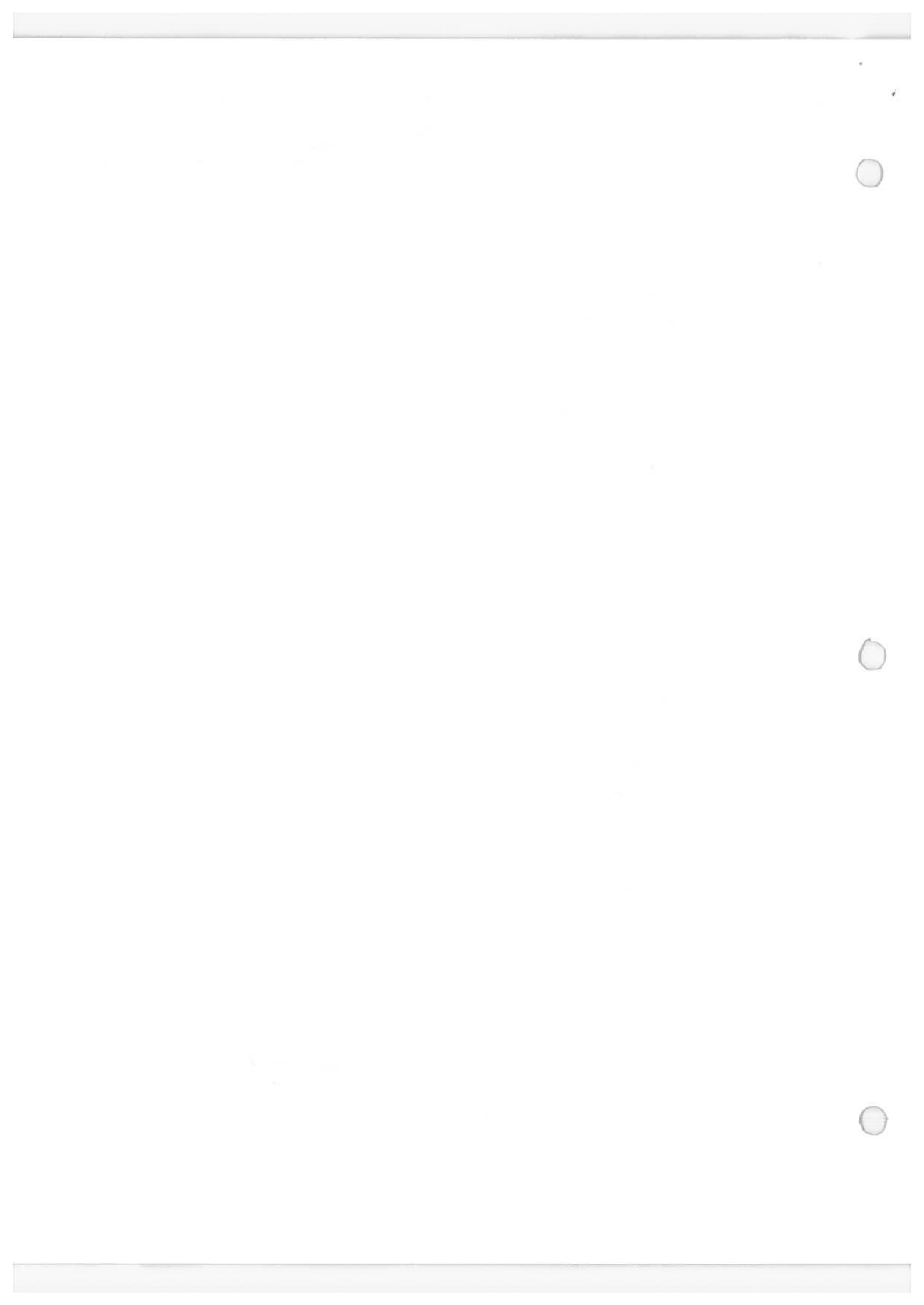
Cash Basis

Mountain Castles Soil & Water Conservation District Profit & Loss

July 1, 2025 through January 13, 2026

	<u>Jul 1, '25 - Jan 13, 26</u>
Fuel	656.57
Total Vehicle	922.22
VII. Other Business Expenses	
Insurance	
Workmans Compensation	351.00
Total Insurance	351.00
Total VII. Other Business Expenses	351.00
Total Operations MCSWCD	137,861.97
DCR - Obligated Cost-share	
Cost Share Payments	
2026 CB VACS	39,515.44
2023 CB CREP	2,315.00
2025 OCB VACS	79,433.00
MVP Mitigation Funds	19,616.75
2024 OCB VACS	105,129.69
2024 CB VACS	68,628.62
Total Cost Share Payments	314,638.50
Total DCR - Obligated Cost-share	314,638.50
DCR - Unobligated C/S Paid	
2023 CB CREP	32,873.20
25 CB VACS Transfer ot FY22	1,322.00
25 CB VACS Transfer to FY20	6,081.25
2024 OCB VACS	18,080.41
25 OCB VACS	26,443.16
25 CB VACS	41,797.71
2023 SR CREP	14,046.60
2024 CB VACS	3,427.25
2022 CB VACS	96,840.52
Total DCR - Unobligated C/S Paid	240,912.10
Dam Maintenance	
Dam Repair	40,000.00
NRCS Dam Rehab	103,395.11
Dam Maintenance - Other	8,480.00
Total Dam Maintenance	151,875.11
TMDL	
TMDL TA and OPS	2,595.85
TMDL Cost Share	13,169.15
Total TMDL	15,765.00
Total Expense	863,885.87
Net Ordinary Income	409,042.19
Net Income	<u>409,042.19</u>

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1-14-26



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01/13/26

Cash Basis

Mountain Castles Soil & Water Conservation District
Balance Sheet
 As of January 13, 2026

Jan 13, 26

ASSETS

Current Assets

Checking/Savings

COST-SHARE - First Bank	1,621,053.79
OPERATIONAL - First Bank	264,343.07
TMDL - Bank of Botetourt	2,585.00
CDs for District	
BoB CD - Personnel	100,000.00
BoB CD - dam projects	50,000.00
BoB CD - vehicle 2	50,000.00
First Bank CD - 4234	48,391.04
First Bank CD - 4237	48,391.04
Bank of Botetourt Short Term CD	50,173.50

Total CDs for District 346,955.58

First Bank Savings 38,437.28

Total Checking/Savings 2,273,374.72

Total Current Assets 2,273,374.72

TOTAL ASSETS **2,273,374.72**

LIABILITIES & EQUITY

Equity

Opening Bal Equity	368,750.81
Retained Earnings	1,495,581.72
Net Income	409,042.19

Total Equity 2,273,374.72

TOTAL LIABILITIES & EQUITY **2,273,374.72**

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 1-14-26



Outstanding Check Report

July through December 2025

Type	Date	Num	Name	Memo	Split	Amount
Check	08/11/2025	3800	Anne Jones	June mileage	Travel/Mileage	-19.60
Check	10/02/2025	3824	Andrew Keffer	Aug-Sept mileage	Travel/Mileage	-70.00
Check	10/02/2025	3827	Michael Beahm	Aug-Sept mileage	Travel/Mileage	-23.80 replaced
Check	12/04/2025	3846	Andrew Keffer	October-November mileage	Travel/Mileage	-70.00
Check	12/04/2025	3849	Michael Beahm	October-November mileage	Travel/Mileage	-7.70
Check	12/10/2025	3852	Dam Mowing and Maintenance	September mowing	Dam Maintenance	-4,240.00
Check	12/23/2025	1816	Donna K Deplazes	45-24-0005; Inst 548054; SL-6W	-SPLIT-	-94,147.25
Check	12/31/2025	3854	Treasurer of Craig County	December payroll	-SPLIT-	-17,091.33
						-115,669.68



PY 26 Q2 Budget Update				
INCOME		Budgeted	Actual through Dec 2025	% of budget
Operational grant		\$ 144,547.00	\$ 72,273.50	50%
Dam Maintenance		\$ 18,000.00	\$ 18,000.00	100%
VNRCF Base TA		\$ 38,660.00	\$ 38,660.00	100%
VNRCF additional TA		\$ 98,750.00	\$ 106,047.92	107%
EXPENSES		Budgeted	Actual through Dec 2025	% of budget
Dam maintenance		\$ 18,000.00	\$ 8,480.00	47%
VCAP TA		\$ 1,768.57	\$ 386.82	22%
Payroll		\$ 230,000.00	\$ 104,656.65	46%
RVARC shared employee		\$ 7,000.00		0%
Scholarships/donations		\$ 8,000.00	\$ 370.00	5%
Rest Fund MWEE grant		\$ 8,517.72	\$ 4,359.77	51%
ATC grant		\$ 1,500.00	\$ 1,443.88	96%
Envirothon		\$ 500.00		0%
Classroom resources		\$ 850.00	\$ 271.40	32%
Outreach		\$ 7,500.00	\$ 244.20	3%
RC&D grant		\$ 1,200.00	\$ 892.64	74%
VASWCD support fees		\$ 3,750.00	\$ 3,592.00	96%
NACD dues		\$ 775.00	\$ 775.00	100%
Other dues/memberships		\$ 300.00	\$ 65.00	22%
Office equipment & supplies		\$ 2,750.00	\$ 1,390.24	51%
Computer software/subscriptions		\$ 2,750.00	\$ 1,971.53	72%
Copier lease		\$ 2,750.00	\$ 1,330.86	48%
Postage		\$ 250.00	\$ 135.46	54%
Internet		\$ 2,500.00	\$ 1,070.83	43%
Accounting services		\$ 1,000.00		0%
Marketing		\$ 1,000.00	\$ 26.78	3%
Team building		\$ 350.00	\$ 124.83	36%
Rent		\$ 9,225.00	\$ 4,500.00	49%
Cell phone		\$ 1,100.00	\$ 467.25	42%
Field equipment		\$ 700.00		0%
Insurance		\$ 750.00	\$ 351.00	47%
Vehicle		\$ 7,750.00	\$ 807.14	10%

Training -Tim		\$ 1,700.00	\$ 895.00		53%
Travel-Tim		\$ 1,500.00	\$ 624.40		42%
Training - Dan		\$ 1,700.00	\$ 856.10		50%
Travel-Dan		\$ 250.00	\$ 101.50		41%
Training-Emily		\$ 1,500.00	\$ 25.00		2%
Travel-Emily		\$ 1,000.00	\$ 205.21		21%
Travel-Terra		\$ 500.00			0%
Training - Directors		\$ 800.00			0%
Meals - Directors		\$ 3,000.00	\$ 904.50		30%
Travel - Directors		\$ 3,000.00	\$ 995.40		33%

Mountain Castles SWCD
Exit Notes
Two Years Ended June 30, 2025

The audit of the District went well and District officials were very cooperative throughout the process. The District's accounting records and documents are generally sound and transactions are well-documented. We offer the following recommendations as a result of our audit.

Discussed with the following District officials on 1/8/26:

- Tim Miller, District Coordinator *Tim Miller*
- Stacy Horton, DCR CDC *(phone)*
- Michael Beahm, Treasurer *(phone)*
- Aaron Hawkins, RFC *A. Hawkins*
- Janina Paule, RFC *Janina Paule*

All bank accounts held by the District need to be confirmed on the Virginia Treasury Board's SPDA web site on a quarterly basis. Currently, the Cost Share checking account is not being confirmed, however, we can verify that it is being reported as a public deposit. We recommend that the District begin including this in their quarterly SPDA confirmations.

During our test of cost shares, we noted that two practices had issues with the payment amount. For one, the practice was overpaid by \$5,323, however, this had already been flagged and repaid out of local funds. The other did not print a new Part II Form when the cost estimate was raised, resulting in what appears to be an overpayment of \$22,795. The increase in cost estimate was entered into Tracking and was approved by the Board. We recommend that care be taken when paying projects and changing cost estimates, and that new Part II Forms are signed and retained when costs are changed.

During our test of cost shares, we noted that two practices had issues with signatures on the Part II or Part III Form. The first had an applicant that did not sign the Part II Form due to the Part II Form formerly not requiring the applicant signature. The second had the District Chairman sign the Part III Form about six months after the practice was paid. We recommend that all Part I, II, and III Forms be appropriately signed in a timely manner and retained on file.

Verbal only:

Attachment E variance from Balance sheet by \$4.85. Trivial amount. Difference seems related to the First Bank Savings account. Suggest correcting in FY26.

Verbal only:

During our test of cost shares, we noted two applicants that submitted self-submitted invoices for payment. It is unclear if those applicants are contractors and qualifying for the contractors invoice carveout for structural practice invoice submittal. We recommend that if an applicant cannot be confirmed to be a contractor, that they submit all required invoices to support their structural practice costs.

Verbal only:

During our test of disbursements, we noted that approvals on invoices were an ongoing issue for much of FY24, with most invoices examined having no approvals on them. This issue appears to have been corrected in FY25, with invoices having the required dual approvals. We did note two instances of someone approving their own reimbursement, so we recommend that care be taken that no one approve their own reimbursement or sign their own check.

Verbal only:

During our test of credit card receipts, we noted that two statements tested had minimal amounts of sales tax paid to vendors. We recommend that care be taken to select vendors that accept the District's sales tax exemption form, and that efforts be made to receive a refund for sales tax paid.



Department of Conservation & Recreation
 CONSERVING VIRGINIA'S NATURAL & RECREATIONAL RESOURCES

**SOIL AND WATER CONSERVATION BOARD
 NOMINATION FOR APPOINTMENT**

(To Be Completed By The Soil & Water Conservation District)

The Mountain Castles Soil and Water Conservation District nominates
Jonathan Stanley to fill an (appointed, elected) district director
 position.

1. Position vacancy caused by: resignation, expiration of term, death of
Anne Jones (name of District Director).

2. Have the duties and responsibilities of the office of district director been explained to the nominee by the
 director(s) of the nominating district? yes. If other than the district directors, by whom?

3. Is the nominee willing to attend and participate in District meetings and activities? yes.

4. If this is a reappointment, state the number of District meetings attended: _____ out of _____ meetings held
 during the past two years.

Mention any special projects the nominee has undertaken on behalf of the district.
Jonathan has been regularly attending district meetings since Anne's resignation

5. Has/have the governing body(ies) affected by this nomination been advised of the Director vacancy? yes

6. This nomination has been considered and approved by a majority of the District Board and entered in the official
 minutes of January 14, 2026
 (Date)

Director Name: Jeff Henderson Date: 1/14/2026

Director Signature:

Nominees shall be selected without regard to race, color, religion, sex, national origin, age, handicap or political
 affiliation.

(To Be Completed By The Nominee)

If appointed as a district director by the Virginia Soil and Water Conservation Board, do you agree to attend district
 meetings regularly and carry out the duties of the office to the best of your ability?

Nominee Signature: Date: 1/14/26





We work with the people who work the land.

Budget & Finance Committee Minutes

Date of meeting: January 14, 2026

Location: USDA Service Center in Bonsack, VA

Michael Beahm called the meeting to order at 6:10 p.m.

Committee members in attendance: Michael Beahm, Tasha Snavely, and Tim Miller (non-voting advisor)

The Mountain Castles SWCD Budget & Finance Committee met for a mid-year review the FY26 budget.

The Committee reviewed the FY26 actual-to-budgeted revenue and expenses and discussed the need for minor increases in several expense categories. Expense increases totaled \$1,250.00. Projected revenue increased by \$36,020.00 due to a slightly higher than budgeted contribution from Botetourt County and more TA being received from DCR than in the original budget.

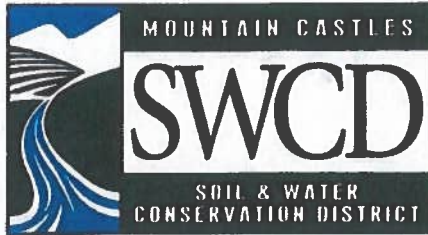
The Committee decided to recommend the budget revisions to the full board of directors for approval.

The committee meeting adjourned at 6:30 p.m.

Submitted by Tim Miller

Signature of Committee Chair *Michael Beahm* Date 2/10/26





We work with the people who work the land.

Personnel Committee Minutes

Date of meeting: January 14, 2026

Location: USDA Service Center in Bonsack, VA

Jeff Munsey called the meeting to order at 6:35 p.m.

Committee members in attendance: Jeff Munsey (Chair), Michael Beahm, Tim Miller (non-voting advisor)

Others present: Tasha Snively, Tom Williamson

The Mountain Castles SWCD Personnel Committee met to discuss adopting a new individualized employee evaluation form to include core responsibilities as well as "stretch goals" that would change from year to year. This form would replace the current employee evaluation form.

Drafts of the evaluation form were reviewed for each employee.

The Committee discussed the possibility of tying these evaluations to bonuses and/or raises.

Committee members are to review the draft evaluations and send comments to Jeff Munsey.

The committee meeting adjourned at 6:55 p.m.

Submitted by Tim Miller.

Signature of Committee Chair

Jeff Munsey

Date

2-4-26



Revised & approved
1/14/26

Mountain Castles Soil & Water Conservation District			
FY 26 Budget version 3.0			
EW INCOME FY26			NEW INCOME
Operational Grant			\$ 144,547.00
Dam Maintenance			\$ 18,000.00
County Support Funding			\$ 13,000.00
VNRCF Base TA			\$ 38,660.00
VNRCF Cost Share TA			\$ 129,770.00
TMDL TA			\$ 4,000.00
RC&D Grant			\$ 1,200.00
	Total Admin & Ops Support	***	\$ 349,177.00
Total Small Dam Repair (State Sources)			
NRCS Johns Creek #1 Rehabilitation (Federal Sources)			
2026- CB VACS (CB) (100%)			\$ 1,933,899.00
2026 - OCB VACS (OCB) (100%)			\$ 333,809.00
	Total Cost Share		\$ 2,267,708.00
	FY26 New Income		\$ 2,616,885.00
CARRYOVER FUNDS			CARRYOVER
State Sources			
DCR Operating Funds			\$ 23,368.51
Dam Maintenance			\$ 17,498.25
VNRCF - T/A			\$ 31,924.73
VCAP TA			\$ 1,768.57
Rest. Fund MWEE Grant			\$ 8,517.72
RC&D Grant			\$ 522.86
Envirothon Grant			\$ 951.82
	Total Operational Carryover		\$ 84,549.46
Small Dam Repair (State Sources)			\$ -
NRCS Dam #1 Rehab Funding (Federal Sources)			\$ 1,990.00
Local/Other Sources			
Local Government			\$ 7,341.67
ATC Grant			\$ 3,656.34
	Total Local/Other Sources		\$ 10,998.01
Savings Account (First Bank)			\$ 38,432.43
CD - new vehicle (Bank of Botetourt)			\$ 46,930.10
CD - Education program (Bank of Botetourt)			\$ 46,930.10
CD - Personnel (Bank of Botetourt)			\$ 50,173.50
CD - Dam projects (Bank of Botetourt)			\$ 50,000.00
CD - Personnel 2 (Bank of Botetourt)			\$ 100,000.00
CD - Vehicle 2 (Bank of Botetourt)			\$ 50,000.00
	Total CDs and Savings		\$ 382,466.13

+ 5,000.00
+ 31,020.00
(Based on \$1m allocated)

(75,000.00)
(50,000.00)
(100,000.00)

25,000.00
50,000.00
100,000.00
50,000.00

		Total Local Sources and CDs	\$	393,464.14
		Total Carryover (without cost share)	\$	491,001.61
BMP COST-SHARE CARRYOVER				
		2025-CB VACS	\$	525,848.39
		2025-OCB VACS	\$	239,229.56
		2024 - CB VACS	\$	207,552.75
		2024 - OCB VACS	\$	123,360.10
		2023 - CB VACS	\$	48,353.75
		2022 - CB VACS	\$	120,940.01
		2025 CB VACS Transfer to PY22	\$	2,450.00
		2025 CB VACS Transfer to PY20	\$	6,081.25
		2025 - CB CREP	\$	26,699.26
		2023 - CB CREP	\$	52,441.70
		2023 - SR CREP	\$	14,046.60
		Total Cost-share Carryover	\$	1,367,003.37
		Total Carryover (including cost share carryover)	\$	1,858,004.98
		TOTAL INCOME	\$	4,474,889.98
EXPENSES FY26				
BMP Cost Share Expenses				
		2026 CB VACS	\$	1,933,899.00
		2026 OCB VACS	\$	333,809.00
		2025 - CB VACS	\$	525,848.39
		2025 - CB VACS	\$	239,229.56
		2024 - CB VACS	\$	207,552.75
		2024 - OCB VACS	\$	123,360.10
		2023 - CB VACS	\$	48,353.75
		2022 - CB VACS	\$	120,940.01
		2025 CB VACS Transfer to PY22	\$	2,450.00
		2025 CB VACS Transfer to PY20	\$	6,081.25
		2025 CB CREP	\$	26,699.26
		2023 - CB CREP	\$	52,441.70
		2023 - SR CREP	\$	14,046.60
		TOTAL COST-SHARE EXPENSE (including co)	\$	3,634,711.37
		Watershed Dams:		
		Dam Maintenance	\$	18,000.00
		NRCS Dam #1 Rehab Funding		
		TOTAL SMALL DAM REPAIR EXPENSE		
		TOTAL JC #1 REHAB EXPENSE		

VCAP TA:			
VCAP TA (contractor, travel, marketing materials)		\$	1,768.57
Payroll			
Payroll - 2 F/T employees; 1 P/T employee (1000 hrs max)			
Payroll - Subtotal		\$	230,000.00
Education / Public Relations:			
Scholarships/Donations		\$	8,000.00
HS scholarships			
VASWCD YCC			
Camp Woods & Wildlife			
4H Camp for Botetourt & Craig			
FFA Banquet & Convention			
Education			
ATC Grant		\$	1,500.00
Rest. Fund MWEE Grant		\$	8,517.72
Envirothon		\$	500.00
Classroom Resources		\$	1,000.00
Outreach			
Outreach events (Winter banquet, farm tour)		\$	7,500.00
RC&D Grant		\$	1,200.00
RVARC shared employee (175 hrs)		\$	7,000.00
VASWCD Support Fees		\$	3,750.00
NACD Dues		\$	775.00
Other dues/memberships		\$	175.00
Education/Public Relations Subtotal:		\$	39,917.72
Operating Expenses:			
Office equipment and supplies		\$	4,000.00
Computer software/subscriptions		\$	3,000.00
Laptop for new staff		\$	-
Copier lease		\$	2,750.00
Postage		\$	350.00
Internet/old phone #		\$	2,500.00
Accounting Services: Brown Edwards		\$	1,000.00
Marketing (hats, t-shirts, printing)		\$	1,000.00
Team Building		\$	350.00
Rent, LJJH Properties		\$	9,225.00
Telephone - US Cellular (VNRFCF)		\$	1,100.00
Field Equipment - Conservation		\$	700.00
Insurance (workman's comp, general liability)		\$	750.00
Vehicle (fuel, maintenance, and insurance)		\$	7,750.00
Office & Operations Subtotal		\$	34,475.00
Training & Travel:			
District Coordinator			
Education & Training		\$	2,200.00
Travel		\$	1,500.00
Conservation Technician			
Education & Training		\$	1,700.00
Travel		\$	500.00
New P/T staff			
Education & Training		\$	1,500.00
Travel		\$	1,000.00

+ 150.00

+ 1,250.00
+ 250.00
(1,250.00)

+ 100.00

+ 500.00

+ 250.00

RVARC shared employee				
	Education & Training		\$	500.00
	Travel		\$	500.00
Directors & Associate Directors				
	Education & Training		\$	500.00
	Meals		\$	3,000.00
	Travel		\$	3,000.00
		Training and Travel Subtotal	\$	15,900.00
		Total Operational expense without dam repair/rehab ***	\$	340,061.29
	Savings Account			38,432.43
CDs - DISTRICT				
	CD - New vehicle		\$	46,930.10
	CD - Educational programming		\$	46,930.10
	CD - Personnel		\$	50,173.50
	CD - Dam projects		\$	50,000.00
	CD -- New vehicle 2		\$	50,000.00
	CD -- Personnel 2		\$	100,000.00
		Total CDs and Savings:		382,466.13

(300.00)

+ 25,000.00

+ 50,000.00

+ 50,000.00

+ 100,000.00



Mountain Castles Soil & Water Conservation District
Serving Botetourt & Craig Counties
36 Executive Circle, Suite 1, Roanoke, VA 24012
540-797-0217
tim.miller@mountaincastles.org
www.mountaincastles.org

We work with the people who work the land.

January 14, 2026

The Honorable Terry L. Austin
General Assembly Building
Room 807
201 North 9th Street
Richmond, VA 23219

Dear Delegate Austin,

I am writing to ask for your support of the Virginia Conservation Assistance Program (VCAP) that is administered by Mountain Castles Soil & Water Conservation District and by many other SWCDs across the Commonwealth. Funding for VCAP was not included in Governor Youngkin's proposed budget.

We have seen a significant increase in interest for VCAP in both Botetourt County and Craig County. In fact, we are just finishing up a Rainwater Harvesting System completed by a homeowner in Eagle Rock. The project is only a short distance from the James River.

VCAP fills a critical need in Virginia by helping citizens manage stormwater runoff on their property, leading to tangible benefits and statewide water quality improvements. VCAP truly embraces that every acre, every lawn, and every action counts. The Governor's proposed budget eliminated funding to this critical program at a time when growth and need has proven exponential. Every effort improves water quality in the Bay or Virginia's southern rivers. Please support a \$7M-\$8M budget to sustain this vital program.

Sincerely,

Jeffrey W. Henderson
Board of Directors Chair
Mountain Castles Soil & Water Conservation District
Serving Botetourt County & Craig County





Conservation Specialist Report:

Board of Directors Meeting

January 14, 2026

By: Daniel Naff, Conservation Specialist

VACS Program

- **25% Out-of-pocket Tax Credits Approved under Delegated Authority**
 - **Contract #45-24-0040, Instance #563546 (SL-7)**
 - Out-of-pocket: \$8,931.59
 - Tax credit approved on 12/18/2025: \$2,223.90
- **Cover Crop Contract Adjustments** – see Emily's report
- All tax credit paperwork mailed to producers on 1/6/26
- Working with Emily to get cover crop coverage checks done

Dams

- **Johns Creek #1 Rehabilitation Updates**
 - Received 60% design submittal from Freese & Nichols
 - Met with rehab team on 1/13/26
 - Discussed tweaking the thickness of the roller-compacted concrete to 3ft thick
 - Discussed inevitability of draining the lake completely to maintain required baseflow for the James River spiny mussel (endangered species, ~600' downstream of dam).
 - Waiting on DCR to compile comments and submit to FNI
- Updated Emergency Action Plans have been sent out to all parties and new hard copies have been sent to the dam observers

Trainings & Certifications

- Upcoming Trainings
 - 1/15/26: JED (2 CEUs)
 - 1/30/26: VA Forage & Grasslands Council Training (4 CEUs)

Misc. Updates

- **PY26 Personal Goals**
 - Obligate at least \$700,000.00 of cost-share dollars by June 30th, 2026
 - Increase this to \$1,000,000.00 since we have already met that goal
 - Sign up at least 1 animal waste or roof runoff practice for PY26
 - Complete at least 14 out of 30 contact hours for my Conservation Planner's certification
 - Apply to be part of the Virginia Natural Resources Leadership Institute



Conservation Technician Assistant Report

Submitted by: Emily Williams

for January 2026

Mountain Castles Soil and Water Conservation District Board meeting

Virginia Conservation Assistance Program (VCAP)

Information items:

- Exploring options for two VCAP outreach events in spring 2026 coordinated with BR SWCD: RV Home and Garden Show and Blue Ridge Wildflower Society Native Plant sale.
- 45-26-0200
 - Rain Water Harvesting (RWH)
 - Landowner reported completion of construction. Site inspection scheduled for 1/13/26

Virginia Agricultural Cost-Share (VACS)

Information items:

- Mailed approval letter and Part II to producer re-approved in December meeting
- Processing Part II's as they are received.
- Coverage compliance checks in progress

Action items:

- Cover Crop Contract Increases for Approval
 - 45-26-0010*adjusted from 9/10/25 approval
 - Instance #709880 (SL-8B)
 - 73.92 ac. Standard, rye, late kill down
 - Max CS: \$7,392.00
 - 45-26-0008
 - Instance #709528 (SL-8B)
 - ~~223.59 ac~~ 256.11 ac Early, rye, late kill down
 - ~~New Max CS \$22,359.00~~ \$25,611.00

TM 1/14/26

Other

- Registered for CBLP certification to be completed by March 11.
- Registered for Virginia Agriculture BMP and Cost Share Program Training, January 29.
- Registered for Designing with Natives webinar, January 21.
- Planning for 8th grade STEM project March 9 & 16.





District Coordinator/Education Update Report:

Board of Directors Meeting

January 14, 2026

By: Tim Miller

We work with the people who work the land.

General Update

- Audit completed on 1/8/26
- 2026 scholarship applications emailed to high school guidance counselors
- Website updates, including FOIA document

Education & Outreach

Classroom programs

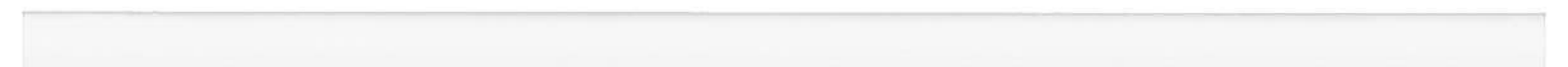
- 12/11 – Eagle Rock ES 4th grade (water cycle); Reach: 18
- 12/11 – Eagle Rock ES 5th grade (water cycle); Reach: 17
- 12/11 – Eagle Rock ES 2nd grade (black bears); Reach: 19
- 12/12 – Cloverdale ES 2nd grade (black bears); Reach: 35
- 12/15 – Troutville ES 3rd grade (natural resources); Reach: 36
- 12/16 – Troutville ES 2nd grade (black bears); Reach: 38
- 1/7 – Breckinridge ES 2nd grade (VA opossum); Reach: 29
- 1/9 – Cloverdale ES 2nd grade (VA opossum); Reach: 36
- 1/14 – Troutville ES 4th grade (Ask the Bugs); Reach: 37
- 1/14 – Greenfield ES Kindergarten (Life cycles); Reach: 60**-- Terra Famuliner

Community programs

- 1/13 – Buchanan Library (“Wolves and Willows”)

Upcoming Events

- ✓ 2/11 – Winter Awards Banquet



STAFFING UPDATES:

1. **Secretary of Natural and Historic Resources.** Delegate David Bulova has been named as the next Secretary of Natural and Historic Resources.
2. **New Data Services Staff.** Please welcome Theresa Lucas to the Data Services team. Theresa is the new DCR Conservation Data Technician. Please continue to utilize the CAS Helpdesk email at dswc-cas-help@dcr.virginia.gov when needing CAS assistance since all Data Services Team members check the Helpdesk email account.
3. **New CDC in Suffolk.** Please welcome Crystal Lavin to the CDC team.

ADMINISTRATIVE ITEMS:

1. **Officer Elections, Committee Appointments, Associate Director Appointments and the SWCD CY 2026 Board Meeting Schedule.** If your SWCD has not already addressed these items, then they should be January board meeting agenda items for your consideration.
 - 📌 If your SWCD plans to utilize a nominating committee for the SWCD's officer election process, please make sure that the committee meeting is treated as a public meeting as per the requirements of FOIA. The nominating committee meeting must be advertised, and meeting minutes must be kept, presented to the full board and signed by the nominating committee Chair.
 - 📌 Please remember to include the appointment of a FOIA Officer and a Records Retention Officer as part of the slate of officers. *Any changes to either of these two officers should be communicated to the FOIA Council or the Library of Virginia, respectively, and the SWCD's website should be updated to reflect the new information.*
 - 📌 When making committee appointments, please note for each respective committee whether any committee appointees are being designated as "advisors" and update committee lists accordingly. Also, please keep in mind that rather than staff serving on committees as voting members, they should serve only in an advisory capacity.
 - 📌 Please review your SWCD's monthly board meeting schedule to ensure that it will work for everyone since regular board meeting attendance is expected for directors and a quorum is needed for all deliberations. **Please make a point to approve the SWCD's monthly board meeting schedule and record the action in the minutes.** If your SWCD decides to meet at one date/ time for one half of the year and a different date/ time for the other half of the year, please make sure that the motion specifies this information. Please notify your CDC (as well as the VASWCD) of any changes to board meeting dates/ times.
2. **Bank Signature Cards.** Please remember to update bank signature cards if there are any changes to the board of directors, officers or relevant staff that would impact the slate of persons with check signing authority. Any changes to the bank signature card require board approval.
3. **Directory Updates.** Please review your SWCD's respective SWCD directory page(s) and submit any SWCD directory updates or changes to Shannon Mitchum at the VASWCD.
4. **Finance Committee Meetings.** The Desktop Procedures for District Fiscal Operations requires that *"the finance committee (or designated group) meet at least twice a year to establish a budget and to review financial statements. Minutes of these meetings must be prepared and maintained by the district in*

accordance with FOIA. That means that the finance/ budget committee should plan to meet in the middle of the fiscal year to review and check in with the budget, so please begin planning your SWCD's finance committee meeting. Remember, since this is a committee meeting (i.e. A PUBLIC MEETING), the meeting must be advertised and minutes must be kept, presented to the full board and signed by the finance committee Chair.

5. **Review of the Desktop Procedures Manual.** As per the Operations grant agreement, each SWCD must ensure that *“DCR's Desktop Procedures is annually reviewed by the District Board or their Finance Committee and documented in official minutes”*.
6. **IRS Mileage Rate.** As of January 1, 2026, the IRS standard mileage rate is 72.5 cents per mile (up from 70 cents per mile). Please adjust accordingly; just remember that the SWCD can elect to use any mileage rate that it desires as long as it does not exceed the IRS standard mileage rate. Please note that any such adjustment requires board action and must be recorded in the minutes and that respective policies referencing this amount must be updated accordingly.
7. **Signed Quarterly Reports.** Are due to the CDC by January 15, 2026. Please make sure reports are signed, complete, accurate and on time. Remember that the quarterly report packet should contain an original signed Attachment E form, a profit and loss statement for October 1, 2025 thru December 31, 2025 and a cash balance report with an ending date of December 31, 2025. Also, please make sure that all payments and monthly interest have been recorded in CAS. Final disbursement letter data will be pulled on February 1, 2026, so please make sure that all approvals are in CAS by January 31, 2026.
8. **1099-G/ 1099-M/ 1099-NEC Forms.** By January 31, 2026, SWCDs must provide:
 - 🌿 An IRS 1099-G to any cost-share program participant who receives \$600 or more in cost-share payments per federal tax ID number or SSN during calendar year 2025.
 - 🌿 An IRS 1099-M for participants receiving income from other programs/ non-agricultural practices such as Residential TMDL practices or VCAP practices.
 - 🌿 An IRS 1099-NEC for all TSP payments (payments assigned to technical service providers such as private nutrient management planners and RMP planners) as well as all payments for a contractor hired by the SWCD to do a specific job (i.e. dam maintenance). The 1099-NEC should be sent to the entity receiving funds.
 - 🌿 1099 forms must be filed electronically, just as they were last year. CAS is programmed to allow SWCDs to export the Excel file of 1099 information in preparation for filing.
 - 🌿 *Please reference pages II-35 and II-36 of the VACS manual and page 20 of the Desktop Procedures Manual for more information.
9. **FOIA Training for Elected Directors:** In the event that any elected directors need to take the required FOIA training, there are a few upcoming offerings from the FOIA Council. It is recommended that you take a screen shot of the completion message once you finish the training. Please visit <https://foiacouncil.dls.virginia.gov/training.htm> to access these options.
 - 🌿 Click on the link (above) and scroll down to the heading *“Other Courses”* and then to the sub heading titled *“Local Officials Course”*. In this section, there should be a big blue box that says *“Register”*. Use this box to register for one of the two upcoming webinar courses listed below.
 - i. Wednesday, January 14, 2026
 - ii. Wednesday, February 4, 2026
 - iii. Wednesday, March 4, 2026
 - iv. Wednesday, April 8, 2026
 - v. Wednesday, May 13, 2026

COST-SHARE/ TAX CREDIT/ CREP ITEMS:

1. **Upcoming Tax Credit Documentation:** Please ensure the following is completed for each of the items below and remember that SWCD personnel should NEVER provide tax advice to participants. For more information, please reference pages IV-15 thru IV-18 of the VACS manual.

 **Ag BMP Tax Credits:** By January 31, 2026, SWCDs must provide:

- i. Virginia Form ABM (partially auto-filled by CAS);
- ii. “Certification Letter”(s) including Tax Credit Certificate(s). Please note that tax credit certificates for multiple instances cannot be combined into a single tax credit certificate. Each instance should receive its own tax credit certificate.;
- iii. Letter documenting SWCD approval of the Soil Conservation Plan (if applicable);
- iv. Letter documenting SWCD approval of the Resource Management Plan (if applicable).
- v. Please ensure that the SWCD board approval date of the Soil Conservation Plan is entered into the “Conservation Plan Date” field in the General tab of CAS.
- vi. Important: Please ensure that the Technical Certification Date of the practice and the Tax Credit Certification Signature Date are within the same calendar year.
- vii. *It is the participant’s responsibility to work with their tax preparer to submit all required documentation to the Virginia Department of Taxation.


 **Equipment Tax Credits:** The following should be provided to the producer per their request:

- i. Virginia Form AEC (blank form);
- ii. Certification of Nutrient Management Plan Implementation (blank form);
- iii. Letter documenting SWCD approval of the Soil Conservation Plan (soil conservation plan approval does not have to occur prior to the equipment purchase; plan can be written and approved up to the filing deadline of the tax credit application).


*These documents must be turned into the Virginia Department of Taxation at least 90 days prior to the participant’s state income tax filing deadline. **In many cases, this means 90 days before May 1, which is January 31.**

2. **Tax Credit Authorizations.** Please ensure that any tax credits authorized between December (or in some cases November) board meetings and the end of 2025 are recorded in the January 2026 SWCD board meeting minutes and include the contract & instance ID numbers, the amount authorized and the date authorized. A conservation plan must also be approved for these tax credit practices and recorded in the minutes. This also applies to soil conservation plan approvals for any equipment tax credits.

3. **Additional Changes to the Definition of “Applicant”.** You may recall that at its September meeting, the VSWCB approved a change to the VACS program’s definition of “applicant”. The VSWCB met again on December 10, 2026 and approved additional language to be included in the definition.





 “Any individual, landowner, agent, operator of record, or business entity who is determined to have knowingly misrepresented its compliance status with the VACS program to a District or District Representative may, upon a determination of the Board of District Directors, not be considered an “applicant” for a period of at *least one (1) year but no more than five (5) years*. In rendering such a determination, *and after consulting with the Office of the Attorney General*, the Board of District Directors shall evaluate all available evidence in a public meeting and any related resolutions must be passed by a majority vote of a quorum of District Directors.”

4. **Signatures on Contract Part I, II and III.** As your SWCD works through PY 2026 contracts, please be mindful of the following language from pages 25 and 26 of the PY 2026 Cost-Share and Technical Assistance Policy:

 *For any practice funded in whole or in part by the VACS Program, a VACS contract must be completed and signed in its entirety by both the appropriate District staff, District Director, and the participant. For any practice marked complete and issued payment on or after July 1, 2022, failure to obtain the appropriate signatures on a VACS contract in its entirety will result in the amount provided in VACS cost-share funding for the practice, including the associated technical assistance funding, being withheld from the District's cost-share and technical assistance allocation for the next fiscal year by the Department. VACS cost-share files will be examined during financial audits, administrative cost share file reviews, and verifications to ensure the appropriate signatures have been obtained.*

ADMINISTRATION AND OPERATIONS GRANT AGREEMENT DELIVERABLE #10

If your SWCD has not yet hosted its annual agricultural community outreach event, please begin evaluating your SWCD's PY 2026 calendar and start making plans to complete the event, which must be held before June 30, 2026. Remember that the following criteria must be met:

-  The event must be marketed through at least one venue that is directed towards small farmers or socially disadvantaged producers. Please note that it will be acceptable for the SWCD to partner with VSU to advertise the event. However, the SWCD must be able to document/ illustrate that the event was advertised through VSU for this to count toward meeting one third of the advertising portion of the deliverable.
 -  The event must include a session that provides an introduction of SWCD programs, directors and staff.
 -  The event must include a discussion featuring local agricultural producers who have participated in the VACS program. This should not be a SWCD employee or a director and should be coordinated with the producers in advance of the meeting, so they know how/ where they fit in the agenda.
 -  All agency partners, including the VSU-Small Farm Outreach Program, must be notified of the event and invited to participate on the agenda.
5. **Cover Crop Performance Checks:** Per the manual, *“A good stand and good growth of vegetative winter cover must be obtained by **December 15** to protect the area from nutrient leaching and runoff in the fall and winter. All cover crop plantings must maintain a minimum of 60% cover crop plant material on the enrolled acres through the lifespan of the practice. District staff will conduct field visits no later than **February 28** to verify required cover has been established.”*
6. **Mid-Year Conservation Plan Reviews.** The Department conducted courtesy reviews of conservation plans as a mid-year check-in. These reviews were conducted by Vanessa Lewis and each SWCD should have received an email from Vanessa in December documenting the results of her review. If your SWCD received any suggestions as part of the review process, please take time to address noted deficiencies on existing plans and future plans prior to the end of the program year. The suggestions in the review are meant to be helpful and do not have any bearing on the end of program year assessment; however, if noted deficiencies are not corrected, then it will likely negatively impact the SWCD's grant assessment score. The goal of the review is to allow time for planners to make corrections, restore omissions in plans or request assistance prior to the program year end assessment. Please contact Vanessa (vanessa.lewis@dcr.virginia.gov) or Carl Thiel-Goin (carl.thiel-goin@dcr.virginia.gov) if you have any questions regarding the results of your respective plan reviews.

UPCOMING CONSERVATION PLANNER CERTIFICATION COURSE DATES:

- 🌿 **January 29, 2026:** Virginia Agricultural BMP and Cost Share Program Course via Zoom from 9:00AM until 12:00PM. Registration required. Register at: https://us02web.zoom.us/meeting/register/nAyEnxMWQBmG_87ammIZcg#/registration
- 🌿 **April 1-2, 2026:** Conservation Selling Skills at Central Virginia Community College in Lynchburg, VA.
- 🌿 **May 20, 2026:** Stream ID Course from 8:00AM until 4:30PM in Charlottesville, VA.
- 🌿 **Summer & Winter 2026:** Nutrient Management Training Course.
- 🌿 **October 7-8, 2026:** Virginia Resource Training (Online Webinar Series).
- 🌿 **TBD:** RUSLE 2 Part A, B, C.
- 🌿 **October 14-16, 2026:** DCR Conservation Planner Course in Buckingham County (In Person Course).

UPCOMING EVENTS/ IMPORTANT DATES:

- 🌿 **January 14, 2026:** Virginia General Assembly convenes at noon.
- 🌿 **January 15, 2026:** Quarterly reports are due to the CDC.
- 🌿 **January 27, 2026:** Virginia Forage and Grassland Conference at the Wytheville Meeting Center in Wytheville, VA. Participants are eligible to receive 2.5 Nutrient Management CEUs and 4 Conservation Planner Recertification CEUs.
- 🌿 **January 28, 2026:** Virginia Forage and Grassland Conference at the Olde Dominion Ag Complex in Chatham, VA. Participants are eligible to receive 2.5 Nutrient Management CEUs and 4 Conservation Planner Recertification CEUs.
- 🌿 **January 30, 2026:** Virginia Forage and Grassland Conference at Blue Ridge Community College in Weyers Cave, VA. Participants are eligible to receive 2.5 Nutrient Management CEUs and 4 Conservation Planner Recertification CEUs.
- 🌿 **January 30, 2026:** Virginia Forage and Grassland Conference Virtual Option from 9:00 until 3:00. Participants are eligible to receive 2.5 Nutrient Management CEUs and 4 Conservation Planner Recertification CEUs.
- 🌿 **January 31, 2026:** Deadline for providing tax credit documentation and 1099-G/1099-M/1099-NEC forms to participants.
- 🌿 **February 1, 2026:** Obligation report will be pulled from CAS for the third quarter disbursement.
- 🌿 **February 12, 2026:** Virginia General Assembly Crossover.
- 🌿 **February 18, 2026:** Virginia No-Till Conference at the Rockingham Fairgrounds in Harrisonburg, VA.
- 🌿 **March 4, 2026:** Area V Meeting. Location TBD.
- 🌿 **March 14, 2026:** Virginia General Assembly adjourns.
- 🌿 **April 22, 2026:** General Assembly reconvenes to act on Governor's amendments.
- 🌿 **April 28, 2026:** Area I Envirothon.
- 🌿 **April 29, 2026:** Area V Envirothon at Holliday Lake.
- 🌿 **May 1, 2026:** Obligation report will be pulled from CAS for the fourth quarter disbursement.
- 🌿 **June 1, 2026:** Obligation report will be pulled from CAS for the mid-fourth quarter disbursement.
- 🌿 **June 15, 2026:** Deadline for obligating PY 2026 VACS funds.

cc: Blair Gordon, Soil and Water Conservation District Liaison
Sara Bottenfield, Agricultural Incentives Program Manager
Angela W. Ball, PhD, DCR Western Area Manager

Sent electronically to SWCD offices: 01/07/2026





BONSACK SERVICE CENTER REPORT SWCD Board Meeting

Program Updates:

- **Environmental Quality Incentives Program (EQIP)**
 - Managing 32 contracts totaling \$1,861,539 in obligated cost assistance
 - \$1,060,492 of that assistance has been paid out
 - 1,586 acres of conservation
- **Conservation Stewardship Program (CSP)**
 - Managing 22 contracts totaling \$1,400,949 in obligated cost assistance
 - \$486,744 of that assistance has been paid out
 - 14,451 acres of conservation
- **Agricultural Conservation Easement Program (ACEP)**
 - Currently managing one Wetland Reserve Program contract in Craig County on Sinking Creek.
 - Easement is being monitored annually for compliance.
 - Refer to annual monitoring report in NRCS archives.
- **Conservation Reserve Program/Conservation Reserve Enhancement Program (CRP/CREP)**
 - 2 contract in construction status
 - 1 is in Craig 1 is in Botetourt
 - Both riparian buffers planted
 - Received 7.14 for both
 - 1 of the 2 is done with all infrastructure and about to be completed
 - The other has drilled the well and currently working on LWS
- **Conservation Technical Assistance**
 - Several technical assistance site visits made. All were to determine eligibility for cost assistance programs. Potential BMP, CREP and CSP projects may be a result of those visits.

BMP Projects/Partnership Activities

- Refer to SWCD staff reports for BMP activities.
- Continue to provide engineering support as resources are available.
- Always promote program and technical collaboration with SWCDs

Local Working Group/Public Meetings

- Local working group meeting will be held at Bonsack Service Center. Information to follow.

Outreach/Agency Activities/Events/ Important dates

TBD

Upcoming Training Opportunities in the Area (JEDs, Webinars, Field Days)

- JED training scheduled for Thursday January 14, 2025
- VFGC in Wytheville, VA January 27th, 2025

Earth Team Volunteer Program

- Nothing to report this month, but please encourage anyone you know who would benefit from volunteering with USDA, to contact District Conservationist Derek Hancock for more info.

VA NRCS Operational/Personnel Changes

- USDA-NRCS was shutdown and on federal furlough from Oct. 1 – Nov.13
- No change in personnel status



Derek Hancock, District Conservationist

NATURAL RESOURCES CONSERVATION SERVICE
36 Executive Circle ♦ Roanoke, Virginia 24102
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