

ATTACHMENT C (Evaluation Guidance for Department/District Fiscal Year 2026 Grant Agreement Performance Deliverables)

Grant Agreement Performance Deliverable	Fully Satisfied “A”	Partially Fulfilled “B”*	Did Not Fulfill “C”*
1. Did the District implement the Virginia Agricultural BMP Cost-Share program (§10.1-546.1 Code of Virginia) in accordance with the provisions of: - The POLICY AND PROCEDURES ON SOIL AND WATER CONSERVATION DISTRICT COST-SHARE AND TECHNICAL ASSISTANCE FUNDING ALLOCATIONS (FISCAL YEAR 2026); - This Grant Agreement; - All state laws and regulations.	Effectively delivers the Virginia Agricultural BMP Cost-Share Program in accordance with program requirements.	Partially delivers the Virginia Agricultural BMP Cost-Share Program in accordance with program requirements.	Fails to deliver the Virginia Agricultural BMP Cost-Share Program in accordance with program requirements, with multiple deficiencies demonstrated by the District.
2. Did the District implement VACS in accordance with the <i>Program Year 2026 Virginia Agricultural Cost-Share (VACS) BMP Manual</i>, including but not limited to the provisions on approval and payment of cost-share, working within District boundaries, bid process, applying average cost list to contract estimates properly, ranking cost share applications consistently with priority and secondary considerations, taking appropriate action to address verification issues, following the appropriate procedures for any mid-year update to the Average Cost List, and other administrative guidelines established in the <i>Manual</i>.	The District complied fully with all provisions of the <i>Manual</i> .	The District was found to be out of compliance in two instances with provisions of the <i>Manual</i> .	The District was found to be out of compliance with three or more instances with provisions of the <i>Manual</i> .
3. Did District staff implementing the VACS Program obtain the DCR Conservation Planner Certification within 24 months of hire (dependent upon availability of all required courses? If the 24 month timeline is exceeded, did staff adequately demonstrate progress towards achieving certification? Did staff maintain conservation planning certification after achieving the initial certification?	Yes, District technical staff (i) have obtained certification within 24 months of hire or are actively working towards certification; or (ii) have maintained certification.	Some District technical staff (i) have failed to obtain or (ii) have failed to maintain certification.	No, District technical staff (i) have obtained certification; or (ii) have maintained certification.

4. If applicable, did District staff implementing the VACS Program obtain and maintain the appropriate level of Engineering Job Approval Authority (EJAA) for components of the BMPs installed within District boundaries. Did District staff follow EJAA requirements and applicable standards and specifications at all times?	Yes, District staff obtained and maintained the appropriate level of EJAA and no compliance issues were found.	District staff was found to be out of compliance with EJAA. Example: staff worked outside of EJAA on occasion or staff had at least one deficiency found during an EJAA review.	District staff was found to be out of compliance with EJAA on multiple instances or significant deficiencies were found during an EJAA review.
5. Prior to the District approving cost-share applications, did the District Board: i. Approve secondary considerations and receive Department approval of those considerations? ii. Approve an Average Cost List and submit it to the Department?	Prior to approving cost-share applications, (i) the District Board approved secondary considerations and received Department approval of those considerations and (ii) submitted an average cost list to the Department.	Prior to approving cost-share applications, (i) the District Board did not approve or did not receive Department approval of those considerations or (ii) did not submit an average cost list to the Department.	Prior to approving cost-share applications, (i) the District Board did not approve or did not receive Department approval of those considerations and (ii) did not submit an average cost list.
6. If applicable, prior to practice contract approval, was a complete and Board-approved DCR conservation plan or Resource Management Plan entered into the Conservation Application Suite or was a NRCS conservation plan, written by NRCS staff on file with the District and Board-approved? Does the plan include the practices approved by the District?	All practices that require a conservation plan had a complete, accurate, and Board-approved plan before the practice contract was approved.	A few practices that require a conservation plan did not have a complete and Board-approved plan before the practice contract was approved or the plan was lacking the appropriate practices, dates, signatures and/or resource reviews.	Multiple practices that require a conservation plan did not have a complete and Board-approved plan before the practice contract was approved or the plans were lacking the appropriate practices, dates, signatures and/or resource reviews.

7. Was data entered in the Conservation Application Suite accurately and were any data inaccuracies entered into the Conservation Application Suite corrected within 30 days from the date the District was notified of the issues or by the established deadlines? This includes but is not limited to inaccuracies that are found through the bi-monthly QA/QC reports: i. BMP data entry: entry of a practice location point, path to stream (where required), digitized practice components to facilitate resource reviews, and accurate practice measurements including soil loss rate value based upon site specific soil type(s), ii. BMP payment status: approvals, cancellations, carryovers, complete not-paid; and participant funding request; and iii. Financial data status: payment and other financial records.	Data entered into the Conservation Application Suite was consistently accurate and all corrections were made within 30 days.	Data entered into the Conservation Application Suite was usually accurate but a few corrections took longer than 30 days to address.	Data entered into the Conservation Application Suite was routinely inaccurate and multiple corrections were not addressed within 30 days.
8. Did the District submit complete and accurate End of Year Cash Balance Reports, and Carry Over Reports by the End of Year reporting deadline?	Reports were submitted by the End of Year reporting deadline and were complete and accurate.	Reports were submitted after the End of Year reporting deadline but were complete and accurate or reports were submitted by the end of the year reporting deadline but were not complete or accurate.	Reports were submitted after the End of Year reporting deadline and were incomplete or inaccurate.
9. Were tax credit applications approved by the District Board and was there a corresponding District Board approved soil conservation plan on file at the District for each tax credit? Were tax credits issued after practices received technical certification and did the tax credit issue date fall in the same calendar year as the technical certification date? Was all of the required tax documentation provided to the participant?	All tax credit applications and tax credit procedures were handled appropriately.	A few tax credit applications or procedures were not handled appropriately	Multiple tax credit applications and procedures were not handled appropriately.
10. Were applications for cost-share and tax credits approved by District Board action and individually documented in their District Board minutes (identified by contract or instance #)?	All applications were approved by District Board action and were individually documented in minutes.	A few applications were not approved by District Board action or were not individually documented in the minutes.	Multiple applications were not approved by District Board action and were not individually documented in the minutes.

11. Did District staff participate in an annual VACS Program Update and Conservation Application Suite updates training sponsored by the Department?	All of the District technical staff participated in an annual VACS Program Update and Conservation Application Suite updates training.	Some of the District technical staff participated in an annual VACS Program Update and Conservation Application Suite updates training.	No District technical staff participated in an annual VACS Program Update and Conservation Application Suite updates training .
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Does the District have documentation to explain any measures in their Grant Agreements that were not fully met? If so, please provide to CDC.