

# October 2020 – Special Notice

## VSP Newsletter

Now reaching over 650 subscribers

---

### **5** YEAR REPORTING TEMPLATE NOW AVAILABLE:

The Conservation Commission (Commission), with the assistance of the Voluntary Stewardship Program (VSP) Technical Panel and Statewide Advisory Committee, has completed work on a Five-Year Report Guide and Template for county work groups to use to meet their five year reporting requirements under VSP.

The following documents are now available on the [Commission's VSP Implementation web page](#), under the "Reporting" tab:

The [Five Year Report Guide](#)

The [Five Year Report Template User Instructions](#) (which includes instructions to download the Template)

Access to the Template has been made available to the County official identified as either the county's responsible individual for the VSP contract with the State Conservation Commission, or the

Technical Service Provider (TSP) working on behalf of the county to submit the VSP five year report, if the Commission is aware that the county has designated a TSP to submit the Five-Year Report.

The Commission has developed the Guide and Template over the past two years in order to meet the reporting needs of each VSP county and the Commission. We believe the Guide and Template will make reporting easier for counties in the future, will expedite review by the Commission, and provide meaningful data on the state of critical areas and agricultural viability.

Our expectation is county VSP work groups will use the Commission developed Guide and Template to submit the five-year report to the Commission, as per RCW 36.70A.720 and RCW 36.70A.730 and your contract with the Commission.

For further information on the Five-Year Report submittal process, please

consult the Guide and Template User Instructions.

Counties and TSP's (as identified above) should have received access to the Template already. If you are the person responsible for submitting the VSP 5 Year Report on behalf of your county work group and have not received an email with access instructions, please contact Bill Eller, VSP Coordinator for the Commission at [beller@scc.wa.gov](mailto:beller@scc.wa.gov) or by phone at 509-385-7512.

For those who may have missed the September 25, 2020 Five Year Report Template training webinar (which, due to technical difficulties, unfortunately was not recorded), the Commission intends to hold another training webinar on November 5, 2020, from 1 pm – 3 pm.

The webinar will assist county work group members, technical service providers, county staff and others who are implementing VSP to understand and use the template to provide the Commission with the information needed for success in the five year reporting process.

After registering, you will receive a confirmation email containing information about joining the webinar.

Please register for VSP Five Year Report Template on Nov 5, 2020 1:00 PM PST at:

<https://attendee.gotowebinar.com/register/1135407793850022158>

After registering, you will receive a confirmation email containing information about joining the webinar.

If you cannot wait until November 5<sup>th</sup>, the preview webinar the Commission held in July 2020, which contained much of the same information as the September 25<sup>th</sup> webinar, is still available for viewing [here](#).

If you have any questions, please contact the following staff at the Commission:

For general questions about the Five-Year Report process or questions about the Guide, contact Bill Eller at 509-385-7512 or by email at [beller@scc.wa.gov](mailto:beller@scc.wa.gov)

For questions about the Template, including any of the following:

- Access (including passwords) or downloading to the Template
- Entering data or using the Template
- Monitoring types described in the Template
- Any other issue related to the Template

Please contact Brian Cochran or Levi Keesecker. Brian Cochran can be reached at 360-407-7103 or by email at [bcochrane@scc.wa.gov](mailto:bcochrane@scc.wa.gov). Levi Keesecker can be reached at 360-789-3650 or by email at [lkeesecker@scc.wa.gov](mailto:lkeesecker@scc.wa.gov).

For Counties: To update the county official responsible for VSP at your county, as per *Appendix D* of the county's FY 19-21 contract with the Commission for VSP, please contact Karla Heinitz at 360-407-6212 or by email at [kheinitz@scc.wa.gov](mailto:kheinitz@scc.wa.gov).

Thank you for your continued engagement in and support of VSP.

Bill Eller | [beller@scc.wa.gov](mailto:beller@scc.wa.gov) | 509-385-7512 | Washington State Conservation Commission