



Jeremiah W. (Jay) Nixon, Governor

Sara Parker Pauley, Director

## DEPARTMENT OF NATURAL RESOURCES

dnr.mo.gov

### MEMORANDUM 2016-009

Date: October 1, 2015

To: All Soil and Water Conservation Districts

From: *for* Colleen Meredith, Director *SP*  
Soil and Water Conservation Program

**SUBJECT: Fiscal Year 2017 (FY17) Needs Assessment Process**

To assist the State Soil and Water Districts Commission (Commission) in allocating cost-share funds for FY17 and provide budget projections for future fiscal years, it is time for districts to update their Needs Assessment. To complete the Needs Assessment Narrative, select the fillable form named FY17 Needs Assessment Narrative located on the SWCD Intranet site: <http://swcd.mo.gov/internal/needsassessment.htm>. The district will need to complete both the narrative and enter the funding request in the Missouri Soil and Water Information Management System (MoSWIMS). It is recommended districts utilize all five years for planning purposes but require that two years minimum be completed.

When completing the needs assessment, please remember the Commission approved the N340 Cover Crop practice as a statewide practice starting in FY 16 and added to the Sheet Rill and Gully Resource Concern. Funding request for the cover crop practice will have to be included in the Sheet Rill and Gully Resource concern.

The board signed narrative and information entered in MoSWIMS must be completed by **November 13, 2015**. The signed narrative needs to be submitted via e-mail to Tammy Cody ([Tammy.Cody@dnr.mo.gov](mailto:Tammy.Cody@dnr.mo.gov)).

If you have any questions or need assistance completing the narrative form or entering the data in MoSWIMS, please contact your district coordinator. Thank you.

CM:jpt