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NATURAL RESOURCES

Michael L. Parson, Governor


Carol S. Comer, Director

MEMORANDUM

2019-008

DATE: September 13, 2018

TO: All Soil and Water Conservation Districts

FROM:  Colleen Meredith, Director
Soil and Water Conservation Program

SUBJECT: Fiscal Year 2020 (FY20) Needs Assessment Process

It is time again for the soil and water conservation districts to update their Needs Assessment to assist the state Soil and Water Districts Commission in allocating cost-share funds for Fiscal Year 2020 (FY20) and provide budget projections for future fiscal years. To complete the Needs Assessment process, districts will need to complete the funding request in the Missouri Soil and Water Information Management System (MoSWIMS). Once the information is entered in MoSWIMS, district staff will need to print the MoSWIMS Needs Assessment report (for ALL YEARS) and have that report board approved.

Districts that determine their resource needs have not changed from FY19, can resubmit similar numbers for FY20. It is recommended districts utilize all five years for planning purposes but a minimum of two years are required to be completed.

The board signed MoSWIMS report must be completed by **October 26, 2018**. The signed request needs to be submitted via e-mail to the program office email at soil&waterconservationprogram@swcd.mo.gov.

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

CM:tcd