

## February Region 4 Division of Land & Water Resources Report – Bob Brower

- 2012 Annual Reporting is due to the Division Office in Albany, and in some cases the State Comptroller's Office by February 15. If for some reason you need an extension on your Treasurer's Report it can be requested from the Office of the State Comptroller. Those instructions have been provided.
  - For those that have not yet submitted your Treasurer's Report here is a reminder: On page 8 of the Treasurers' Report for *Name and Location of Bank* please be sure to list (with descriptive title) each separate bank account the District maintains.
- District Annual Plans of Work are due to the State Committee by April 1. Please e-mail a copy to me for review and approval, and I will send it on to the State Committee for recording.
- An overview and discussion of the revised NRCS 590 Nutrient Management Standard will be held via teleconference at 10:00 to 12:00 on February 6, for SWCD, NRCS, and CCE employees. District Directors are also welcome. Contact Greg Albrecht at [greg.albrecht@agriculture.ny.gov](mailto:greg.albrecht@agriculture.ny.gov) to register.
- Ag NPS Grants:
  - Fully executed Round 18 contracts are starting to come out. If you are holding a contract for signature you should get it signed and back in to Albany ASAP as we expect the State to stop making payments for the end of the fiscal year sometime around the middle of February.
  - When asking for a 65% advance on BMP implementation please make sure that construction is indeed imminent to the best of your knowledge on the farms you are making the request for, and that each of your Ag NPS Grants has a separate interest bearing account.
  - Each Ag NPS Grant contract you have needs be in its own interest bearing account. They should never be lumped with other contracts, even those from the same round. The fiscal integrity of these grants is vital to the State Committee's ability to advance funds for projects.
  - All of your open grants should be covered in the financial report reviewed and approved at Director Meetings each month. Progress reports on the "on the ground" progress of grants should be presented at a Director meeting at least periodically.
  - I expect the Round 19 ranked list to be approved at the February State Committee meeting.
- Thank you to all Districts that are providing me with their BOD meeting minutes. **I now have to request that in addition to the minutes that you also provide me with a copy of your monthly Treasurer's Report that you review with your BOD.** Electronic copies are fine, and hard copy is good if that is easier. Thank you for your assistance with this.

- 1099's
  - Several Districts have reported receiving a 1099 for AEM Base funds received in 2012 from the Comptroller's Office. At this point we still don't know why this has happened, but it is being looked into. Hold on to them for now.
  - Districts should be issuing 1099's to landowners who received funding through the District. It is not clear whether it should be the 1099 M or G, so go with what you have done in the past, or what your financial consultant advises.
  
- Agricultural Environmental Management (AEM)
  - The memo and associated forms to close out AEM Base 8 (2012-2013) has been e-mailed to each District. It seems a little early as the program ends on May 6, and you have until July 6, to report, but two Districts have already closed out. Please be sure this information gets to the person in your District responsible for AEM, and be sure to read the attached memo and not just the e-mail message (the details are in the memo!).
  - You have also been e-mailed the AEM Base 8 Program Manual. Yes, it is more than a little late as you generally get it in April or May, but none the less you may want to refer to it as you close out.
  
- As always I am available to conduct Director training, grant close outs, and come to your office for whatever reason. Don't hesitate to contact me even if it is to further discuss the content of this report.

Thanks

Bob

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