



2025 Performance Review and Assistance Program

Report to the Minnesota Legislature

January 28, 2026

Minnesota Board of Water and Soil Resources
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2025 PRAP Legislative Report

This report has been prepared for the Minnesota State Legislature by the Minnesota Board of Water and Soil Resources (BWSR) in partial fulfillment of Minnesota Statutes Chapter 103B.102, subdivision 3.

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MINNESOTA BOARD OF WATER AND SOIL RESOURCES

Performance Review and Assistance Program (PRAP)

Executive Summary

Since 2008, BWSR's Performance Review and Assistance Program has assessed the performance of the local units of government constituting Minnesota's delivery system for conservation of water and related land resources. These local units of government include 88 soil and water conservation districts (SWCDs), 87 counties, 45 watershed districts (WDs) and 18 watershed management organizations (WMOs). The program goal is to assist these local government partners to be the best they can be in their management of Minnesota's land and water resources.

PRAP focuses on three aspects of Local Governmental Unit (LGU) performance:

- 1) Plan Implementation—how well an LGU's accomplishments meet planned objectives.
- 2) Compliance with performance standards—meeting administrative mandates and following best practices.
- 3) Collaboration and communication—the quality of partner and stakeholder relationships.

BWSR's PRAP uses four levels of review to assess performance ranging from statewide oversight in the statewide summary, to a focus on individual LGU performance in the organizational assessment, review of comprehensive watershed management plan progress in the Watershed-based Assessment, and Special Assessment for organizations needing additional assistance.

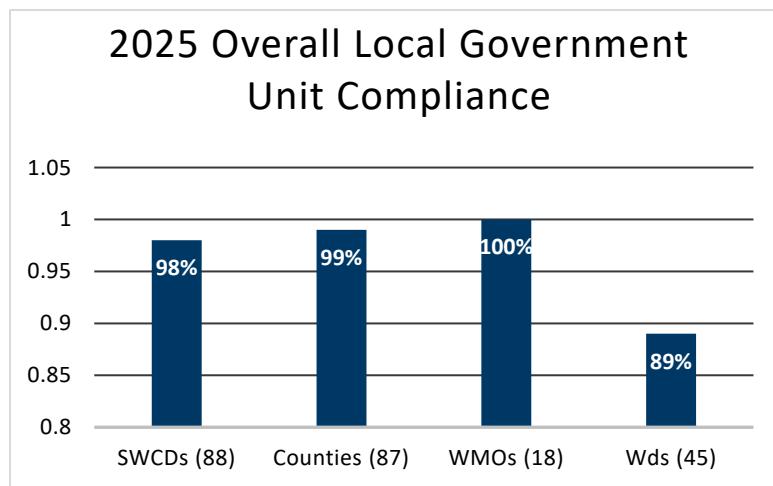
2025 Program Summary

- Tracked 238 LGU's performance via statewide summary.
- Continued efforts to improve statewide summary performance review reporting of all LGUs through LGU cooperation and persistent follow-up by BWSR staff and increased compliance with audit requirements.
- Completed seven watershed-based performance reviews.
- Completed 22 organizational assessments.
- Continued to evaluate the PRAP program and developed changes to process materials based on findings.
- Updated annual calendar of work for organizational and watershed-based assessments.
- Emphasized the importance of measuring outcomes in PRAP reviews, ways of demonstrating resource outcomes resulting from plan implementation, and set specific expectations for reporting resource outcomes to LGUs.
- Surveyed LGUs from 2022 organizational assessment PRAP review to track LGU implementation of PRAP recommendations.
- Monitored and reviewed compliance with action items identified during organizational assessment reviews to measure progress toward the goal of 100% compliance within 18 months for required Action Items.
- Continued to promote PRAP assistance grants to enhance LGU organizational effectiveness.
- Provided PRAP assistance grants for nine LGUs.
- Integrated PRAP grant application process into eLINK to comply with Office of Grants Management requirements and to meet BWSR grant streamlining goals.

- Continued review of Wetland Conservation Act (WCA) program implementation as part of organizational assessments to measure local government unit compliance.
- Met with BWSR easement staff to discuss incorporating future assessments related to the Reinvest in Minnesota (RIM) Reserve program.
- Completed two PRAP onboarding trainings for new BWSR staff to help them prepare for future organizational assessments.
- Completed 33 PRAP onboarding trainings for watershed partnerships and organizations to help them prepare for 2026 watershed-based assessments.

2025 Results of Annual Tracking of 238 LGU Plans and Reports (PRAP Annual Statewide Summary)

In 2025, overall compliance with LGU plan revision and reporting requirements was 97%, an increase from 94% in 2024. In 2025, reminders were sent to improve compliance. Staff efforts will continue in 2026 to identify issues and improve overall LGU compliance.



Long-range Plan Status:

The number of overdue plans in 2025 is one (*same as 2024*).

- Counties: No plans are overdue.
- Soil and Water Conservation Districts: No plans are overdue.
- Watershed Districts: One watershed plan is overdue (Two Rivers). (**Plan Revision in Progress**)
- Watershed Management Organizations: No watershed management plans are overdue.

LGUs in Full Compliance with Level I Performance Standards: 97%.

- Soil and Water Conservation Districts: 98% compliance (86/88) up from 97% in 2024.
- County Water Management: 99% compliance (86/87), up from 95% in 2024.
- Watershed Districts: 89% compliance (39/45), up from 87% in 2024.
- Watershed Management Organizations: 100% compliance (18/18), the same as in 2024.

Selected PRAP Program Objectives for 2026

- Track 238 LGUs' performance via statewide summary.
- Continue efforts to improve statewide summary performance review reporting of all LGUs through LGU cooperation and persistent follow-up by BWSR staff.
- Complete up to seven watershed-based reviews and 26 organizational reviews.
- Continue to evaluate the PRAP Program and make changes to processes and materials based on findings.

- Emphasize the importance of measuring outcomes in PRAP reviews, ways of demonstrating resource outcomes resulting from plan implementation, and set specific expectations for reporting resource outcomes by LGUs.
- Survey two watershed partnerships from 2023 organizational and watershed-based PRAP reviews to track LGU implementation of PRAP recommendations.
- Continue monitoring and reviewing compliance with action Items identified during organizational and watershed-based assessments (One Watershed, One Plan) to measure progress toward the goal of 100% compliance within 18 months for required action Items.
- Continue the promotion and use of PRAP assistance grants to enhance LGU organizational effectiveness.
- Explore opportunities to secure stable funding source for PRAP assistance grants.
- Explore opportunities to increase staff capacity to provide more assistance to organizations with organizational effectiveness needs.
- Continue to provide onboarding training opportunities for new organization administrators to help them understand how BWSR can help them with organizational needs.
- Continue to provide PRAP onboarding opportunities for watershed partnerships and organizations to help them prepare for 2027 watershed-based assessments.

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What is the Performance Review & Assistance Program?

Supporting Local Delivery of Conservation Services

PRAP is primarily a performance assessment activity conducted by the Minnesota Board of Water and Soil Resources (BWSR). The subjects of the assessments are the local governmental units (LGUs) that deliver BWSR's water and land conservation programs, and the process is designed to evaluate how well LGUs are implementing their long-range plans. The LGUs reviewed include soil and water conservation districts (SWCDs), watershed districts (WDs), watershed management organizations (WMOs), and the water management function of counties—a total of 238 distinct organizations. PRAP, authorized in 2007 (see Appendix A, page 24), is coordinated by one BWSR staff member, with assistance from BWSR's Board Conservationists, Clean Water Specialists, Wetland Specialists, and Regional Managers, who routinely work with these LGUs.

Guiding Principles

PRAP is based on and uses the following principles adopted by the BWSR Board.

- Pre-emptive
- Systematic
- Constructive
- Includes consequences
- Provides recognition for high performance
- Transparent
- Retains local ownership and autonomy
- Maintains proportionate expectations
- Preserves the state/local partnership
- Results in effective on-the-ground conservation

The principles set parameters for the program's purpose of helping LGUs to be the best they can be in their operational effectiveness. Of note is the principle of proportionate expectations. This means that LGUs are rated on the accomplishment of their own plan's objectives. Moreover, BWSR rates operational performance using both basic and high-performance standards specific to each type of LGU. (For more detail see <https://bwsr.state.mn.us/prap>)

Current Multi-level Structure

PRAP has three operational components:

- performance review
- assistance
- reporting

The **performance review** structure for 2025 includes an annual statewide summary and three types of assessment.

Statewide Summary review is an annual tabulation of required plans and reports for all 238 LGUs. The statewide summary review is conducted entirely by BWSR staff and does not require additional input from LGUs.

Organizational Assessment is a routine, interactive review intended to cover all LGUs at least once every 10 years. An organizational assessment evaluates progress on plan implementation, operational effectiveness, and partner relationships. This review includes assessing compliance with organization specific performance standards. Twenty-two organizational assessments were

completed in 2025. Organizational progress on plan implementation was assessed through the watershed-based assessment process.

Watershed-based Assessment is a routine review conducted with partnerships of local governments working together to implement comprehensive watershed management plans (CWMPs) developed through the One Watershed, One Plan Program. This review occurs at roughly the five-year plan adoption point, evaluates progress on plan implementation and analyzes partners working relationships. Seven watershed-based assessments were completed in 2025.

Special Assessment is an in-depth assessment of an LGU faced with performance challenges. A special assessment is initiated by BWSR or the LGU and usually involves targeted assistance to address specific performance needs. BWSR regularly monitors all LGUs for challenges that would necessitate a special assessment. No special assessments were completed in 2025.

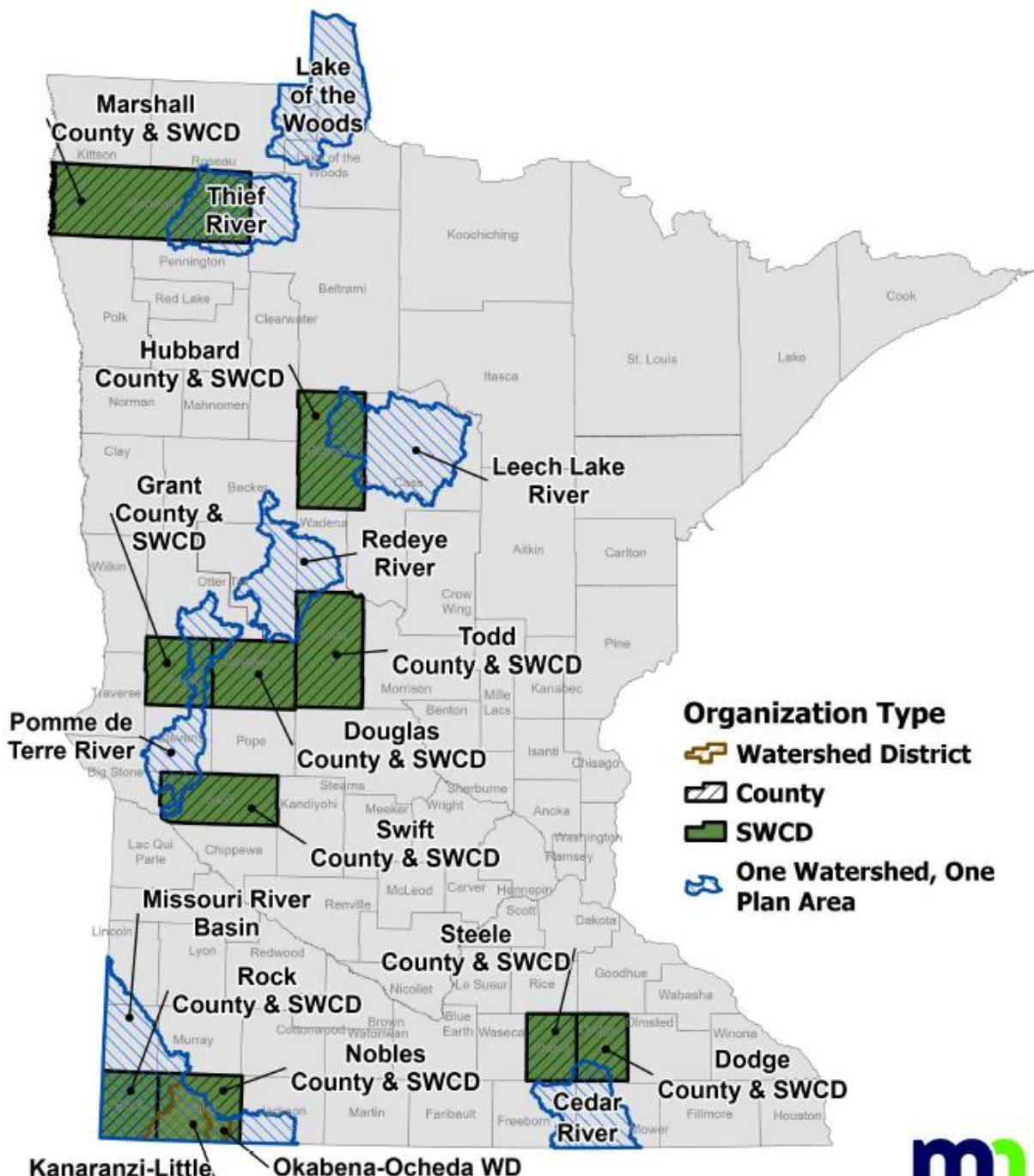
Assistance (page 12). In 2012, BWSR began awarding PRAP assistance grants to assist LGUs in obtaining practical and financial assistance for organizational improvements or to address performance issues. The grants are typically used for consultant services for activities identified by the LGU or recommended by BWSR in a performance review. In 2025 BWSR awarded nine PRAP assistance grants to LGUs.

Reporting (page 13) makes information about LGU performance accessible to the LGUs' stakeholders and constituents. Reporting methods specific to PRAP include links to performance review summaries and this annual report to the legislature, which can be accessed via the PRAP page on BWSR's website <https://bwsr.state.mn.us/prap-legislative-reports>. In addition, the PRAP Coordinator presents results from organizational and watershed-based assessment performance reviews to LGU boards at the completion of the review, and to additional boards/committees upon request.

Accountability: From Measuring Effort to Tracking Results

The administration of government programs necessitates a high degree of accountability. PRAP was developed, in part, to deliver on that demand by providing systematic local government performance review and then reporting results. In 2017, BWSR added review of LGUs' implementation of the WCA program.

PRAP 2025 LGUs



Report on PRAP Performance

BWSR's Accountability

BWSR continues to hold itself accountable for the objectives of the PRAP program. In consideration of that commitment, this section lists 2025 program activities with the corresponding objectives from the 2024 PRAP legislative report.

PERFORMANCE REVIEW OBJECTIVES

What We Proposed	What We Did
Track 238 LGU performance via Statewide Summary	All LGUs were tracked for basic plan and reporting compliance. Overall, Organizational performance in 2025 was 97% compliance, an increase from 94% in 2024. Overdue long-range water management plans totaled one in 2025.
Continue efforts to improve reporting of all LGUs through cooperation and persistent follow up by BWSR staff.	WD compliance was 89% in 2025, an increase from 87% in 2024. In 2025, 100% of Watershed Management Organizations met reporting or auditing requirements, the same as 2024. SWCD compliance increased to 98% as compared to 97% in 2024, and Counties increased to 99% as compared to 95% in 2024.
Complete up to seven watershed-based and 22 organizational assessments.	Completed seven watershed-based and 22 organizational assessments.
Evaluate PRAP Program and make changes to processes and materials based on findings.	Updated annual calendar of work for conducting organizational and watershed-based assessments.
Survey 16 LGUs and one watershed-partnership from 2023 to track implementation of PRAP recommendations.	A total of four LGUs received a total of five action items in 2023, each of which was implemented within 18 months.
Continue monitoring and reviewing compliance with action items identified during organization or watershed-based reviews in 2024 to measure progress toward the goal of 100% compliance within 18 months for required action items.	All action items identified during the 2024 watershed-based and organizational assessments were assigned an 18-month timeline for completion.
Continue the promotion and use of PRAP Assistance Grants to enhance LGU organizational effectiveness.	Worked with nine organizations to secure PRAP Assistance Grants in 2025.
Explore opportunities to secure stable funding for PRAP assistance grants.	Worked with Organizational Effectiveness Section Manager and Financial and Administrative Services Chief Financial Officer to secure funding for PRAP assistance grants. No stable funding source secured to date.

What We Proposed	What We Did
Explore opportunities to increase staff capacity to provide more assistance to organizations with organizational effectiveness needs.	Worked with OE Section Manager to explore adding staff capacity. Ideas for additional capacity have been presented to the executive team.
Complete up to 12 PRAP onboarding training opportunities for new organizational administrators to help them prepare for future assessments.	Completed 22 onboarding session with administrators.
Complete up to six PRAP onboarding opportunities for watershed partnerships to help them prepare for 2026 watershed-based assessments.	Completed seven watershed-based onboarding sessions.

ASSISTANCE OBJECTIVES

What We Proposed	What We Did
Continue the promotion and use of PRAP Assistance Grants to enhance LGU organizational effectiveness.	The PRAP assistance grant program was updated in 2021 to acknowledge the need for partnerships, newly formed or existing to access adequate assistance funding for their development. Beginning in 2021 partnerships are eligible for up to \$20,000 in assistance funds, while individual LGUs remain eligible for up to \$10,000. A total of nine LGUs received \$65,015 in funding in 2025. These included Becker SWCD - \$10,000 (update position descriptions, personnel policies and operational procedures), Benton SWCD - \$5,000 (update policies and operational procedures), Carlton SWCD - \$10,000 (strategic planning), Dodge SWCD - \$5,000 (Strategic Planning), Fillmore SWCD - \$3,600 (Wage and Benefit Survey), Koochiching SWCD - \$10,000 (Update position descriptions and classifications), Mille Lacs SWCD - \$5,000 (update policies and operational procedures), Morrison SWCD - \$6,415 (update policies and operational procedures), N St Louis SWCD - \$10,000 (Strategic Planning).

REPORTING OBJECTIVES

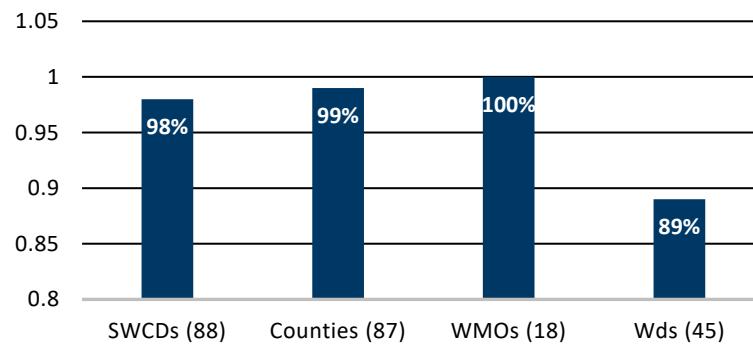
What We Proposed	What We Did
<p>Provide leadership in communicating the importance of measuring outcomes in watershed-based assessments (One Watershed One Plan) and organizational assessment performance reviews, ways of demonstrating resource outcomes resulting from plan implementation, and set specific expectations for reporting resource outcomes by LGUs.</p>	<p>In 2025, seven watershed-based assessments were completed with watershed partners in the following One Watershed, One Plan areas: Cedar-Wapsipinicon River, Lake of the Woods, Leaf-Wing-Redeye River, Leech Lake River, Missouri River, Pomme de Terre River and Thief River. These watershed-based assessments measured the watershed partners progress towards their plan goals and whether assurance measures for watershed-based implementation funding are being met. Monitoring plan progress and compliance with assurance measures will continue to be a requirement of the comprehensive watershed management plans developed via the One Watershed One Plan program.</p> <p>A total of 22 organizational assessments were also completed in 2025. These organizations include Dodge County/SWCD, Douglas County/SWCD, Grant County/SWCD, Hubbard County/SWCD, Kanaranzi-Little Rock Lake WD, Marshall County/SWCD, Nobles County/SWCD, Okabena-Ocheda WD, Rock County/SWCD, Steele County/SWCD, Swift County/SWCD, and Todd County/SWCD.</p> <p>The PRAP coordinator also completed onboarding (training) sessions for seven watershed-based partnerships and 26 organizations to help them prepare for PRAP assessments in 2026.</p>

2025 LGU Performance Review Results

Statewide Summary Results

The annual statewide summary monitors and tabulates all 238 LGUs' long-range plan updates and their annual reporting of activities, ditch buffer reports, grants, and finances. BWSR tracks these performance measures each year to provide oversight of legal and policy mandates, but also to screen LGUs for indications of potential problems. Chronic lateness in financial or grant reporting, for example, may be a symptom of operational issues that require BWSR assistance.

2025 Overall Local Government Unit Compliance

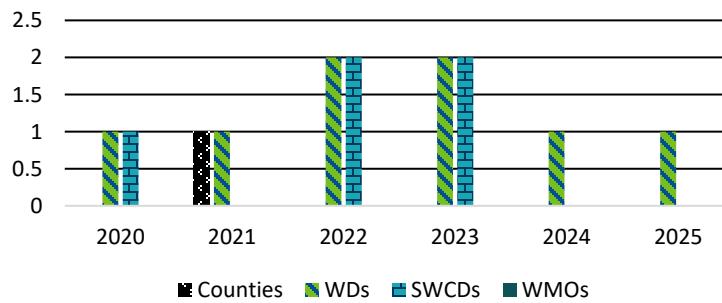


Overall, LGU compliance with Level I standards increased to 97% in 2025, as compared to 94% in 2024. BWSR began tightening Level I compliance tracking in 2013, and compliance percentages have remained high from 2018 - 2025, as seen above.

Long-range plans

BWSR's legislative mandate for PRAP includes a specific emphasis on evaluating progress in LGU plan implementation. Therefore, helping LGUs keep their plans current is basic to that review. The annual statewide summary tracks whether LGUs are meeting their plan revision due dates. For this review, LGUs that have been granted an extension for their plan revision are not considered to have an overdue plan.

LGUs with Overdue Long Range Plans



Many local water management plans have transitioned to One Watershed, One Plans. The number of overdue plans in 2025 is one the same as in 2024. Just one watershed district water management plan is overdue at the end of 2025. No county local water plan and watershed management organization plans have expired as of December 31, 2025. LGUs without an approved water management plan are not eligible for Clean Water grant funds awarded by BWSR.

Appendix D (page 28) lists the LGUs whose plans are overdue for a plan revision.

Annual activity and grant report

LGU annual reports are an important means of providing citizens and BWSR with information about LGU activities and grants expenditures. The annual statewide summary review tracks both missing and late reports.

On-time submittal of grant status reports via BWSR's on-line eLINK system is higher in 2025 with 99% of LGUs reporting on time compared with 97% in 2024, 99% in 2023, 2022, and 2021, and 98% in 2020.

Appendix E (page 29) contains more details about reporting.

Annual financial reports and audits

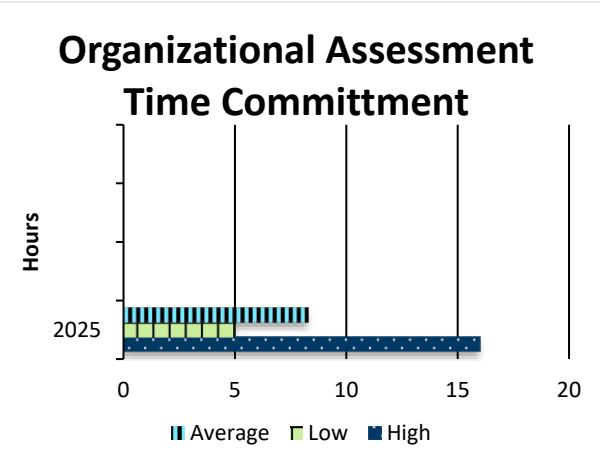
Starting in 2020, all SWCDs were required to prepare annual audits of their financial record and submit audited financial statements to BWSR. In 2025, 99% of SWCDs completed financial reports and audits, compared to 100% in 2024. A reminder was sent out to SWCDs regarding the due date for audit report submissions to BWSR.

WDs and WMOs are also required to prepare annual audits. In 2025, 97% of WDs met the audit performance standard, compared to 91% in 2024. In 2025, 100% of WMOs met this standard, the same as 2024. See Appendix F (page 30) for financial report and audit details.

BWSR does not track county audits because counties are accountable to the Office of the State Auditor.

Organizational Reviews

Organizational reviews are designed to give both BWSR and the individual LGUs an overall assessment of the LGU's effectiveness in their delivery of conservation efforts. The review looks at the LGU's compliance with BWSR's operational performance standards and includes surveys of board members, staff, and partners to assess the LGU's effectiveness and existing relationships with other organizations. In 2025, LGU staff spent an average of about eight hours on Organizational Assessments while BWSR staff spent an average of about 40 hours for each assessment.



BWSR conducted organizational reviews for 22 LGUs in 2025: Dodge County/SWCD, Douglas County/SWCD, Grant County/SWCD, Hubbard County/SWCD, Kanaranzi-Little Rock WD, Marshall County/SWCD, Nobles County/SWCD, Okabena-Ocheda WD, Rock Co/SWCD, Steele County/SWCD, Swift County/SWCD, and Todd County/SWCD. Appendix G (pages 31-60) contain summaries of the 2025 organizational assessments reports. Full reports are available from BWSR by request.

Common Organizational Assessment Recommendations in 2025

While none of the findings or conclusions from these reviews apply to all LGUs, there were general observations and commonly used recommendations to improve LGU performance worth noting.

1. Communication: work to maintain a consistent level of communication between partners to build upon working relationships.
2. Tracking: continue to gather and compile data about implementation efforts your organization is making toward comprehensive watershed management plans.

3. Reflecting: spend time with your watershed-based partners to compare work activities completed versus activities that were planned.
4. Sharing: remember to communicate regularly to the public and stakeholders about accomplishments you're making toward watershed management work.
5. Strategic planning: consider completing a strategic planning session to review and/or define your organizational goals and objectives.
6. Workload assessment: consider completing a workload assessment to determine staff needs.
7. Official controls: look for ways to incorporate comprehensive watershed management plan priorities into land use planning efforts, ordinances, and decisions.

Watershed-based Performance (One Watershed One Plan) Review Results

There have been significant changes in the way that Minnesota approaches water management since PRAP started in 2008. In particular, the transition to watershed-based management plans have changed the way water planning is occurring at a local level. In 2023, BWSR determined that an evaluation of the PRAP program was needed to review the effectiveness of the program and to identify any areas for improvement or efficiencies.

Program evaluation continued to occur after a new PRAP coordinator was hired in October of 2023. This work, in conjunction with necessary onboarding and training for a new coordinator resulted in three watershed-based reviews completed in 2024.

In 2025, BWSR conducted watershed-based PRAP assessments for seven comprehensive watershed management plans: Cedar-Wapsipinicon River, Lake of the Woods, Leaf-Wing-Redeye River, Leech Lake River, Missouri River, Pomme de Terre River and Thief River.

Appendix G (pages 31-60) contains summaries of the 2025 performance review reports. Full reports are available from BWSR by request.

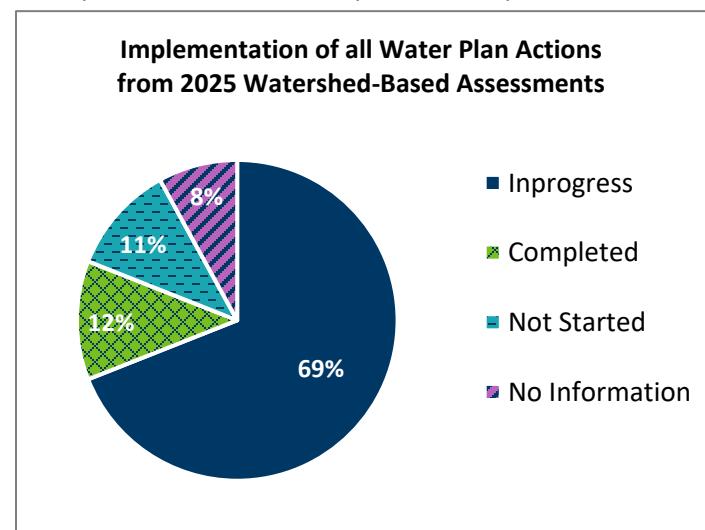
Implementation of Water Plan Action Items

Seven watershed-based assessments were completed in 2025 to review progress made towards One Watershed, One Plans. Those plans identified a combined 480 action items. Of those action items, 332 (69%) were in progress, 59 (12%) completed, 51 (11%) not started, and 38 (8%) no information was provided. Eighty-one percent of all actions were implemented to some extent (either completed or ongoing).

Common Watershed-based Recommendations in 2025

While none of the findings or conclusions from these reviews apply to all LGUs, there were general observations and commonly used recommendations to improve LGU performance worth noting.

1. Communication: look for ways to strengthen communication between all partners.
2. Progress tracking: improve project tracking to account for all work that contributes toward plan goals.
3. Sharing: communicate regularly to the public and stakeholders about accomplishments you're making toward watershed management work.
4. Outreach: through targeted and focused approaches.



5. Training and orientation: for policy committee members and staff to ensure roles and responsibilities are clearly defined.
6. Annual workplan: develop an annual workplan that extends beyond watershed-based implementation funds to capture the broader efforts you are making through other grants, programs, or partnerships.

Action Items

During Performance Review Assessments, an LGU's compliance with performance standards is reviewed. Action items are based on the LGU's lack of compliance with BWSR's basic practice performance standards. LGU's are given an Action Item in the PRAP Report to address lack of compliance with one or more basic standards.

All Action Items identified during the 2025 PRAP Assessment reviews will be verified within 18 months to ensure completion. A PRAP follow-up survey demonstrated that all action items assigned for 2023 LGUs were implemented within 18 months.

Special Assessment Results

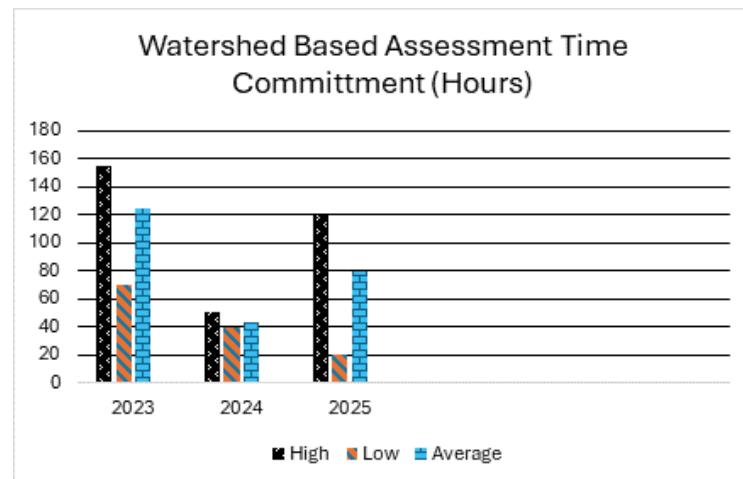
No special assessment reviews were completed in 2025 as there was no expressed desire by BCs or regional supervisors to conduct this level of review on any LGUs.

Performance Review Time

BWSR tracks the time spent by LGUs in a performance review as a substitute for accounting their financial costs. Factors affecting an LGU's time include the number of action items in their long-range plan, the number of staff who help with data collection, and the ready availability of performance data.

In 2025, LGU staff within each partnership, spent an average of about 82 hours on their watershed-based assessment. This is higher than the 42-hour average in 2024. The amount of LGU staff time to conduct the watershed-based assessment is trending higher than an organizational assessment because it includes time from several partners as compared to a single LGU. Not including overall performance review administration and process development, BWSR staff spent an average of 80 hours for each watershed-based assessment.

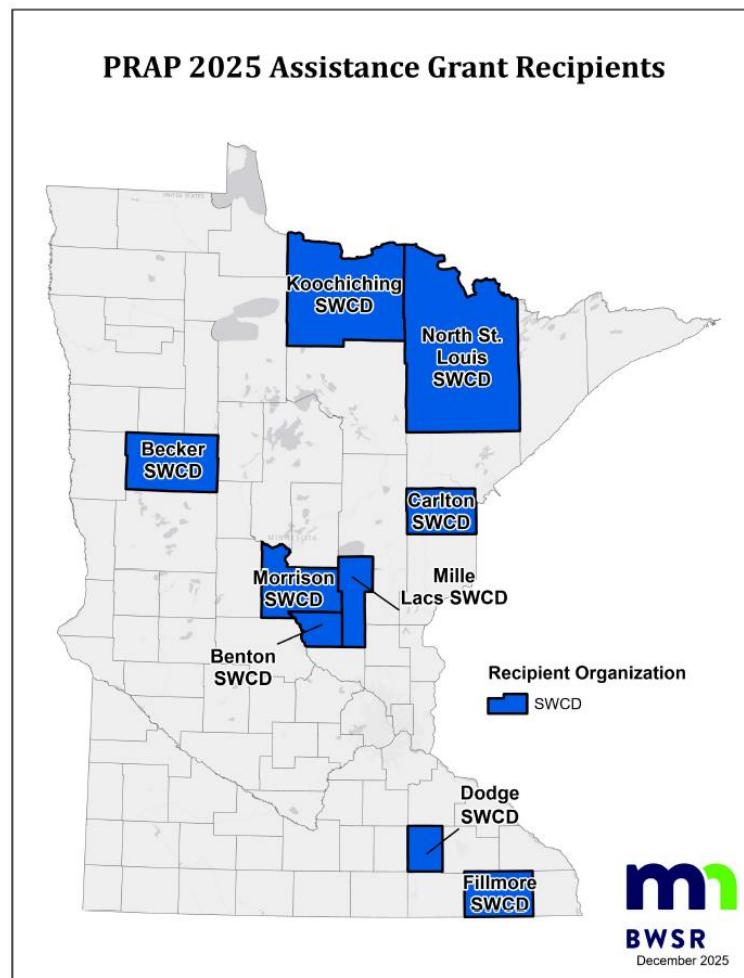
BWSR seeks to maintain a balance between getting good information and minimizing the LGU time required to provide it. Our goal is to gather as much pertinent information as needed to assess the performance of the LGU and offer realistic and useful recommendations for improving performance.



Assistance Services to Local Governments

PRAP Assistance Program

In 2012, BWSR developed the PRAP assistance program to provide financial assistance to LGUs for improving operating performance and executing planned goals and objectives. Since the program started, more than \$400,000 has been awarded to LGUs around Minnesota. Priority is given to applicants submitting projects related to eligible PRAP organizational assessment or special assessment recommendations, but other organizations are also eligible. The grants are made on a reimbursement basis with a cap of \$10,000 per single LGU or \$20,000 for partnerships applying as a group. The application process requires basic information about the need, the proposed use of funds, a timeline, and the source of match dollars (if any). BWSR staff assess the LGU need as part of the application review process, and grants are awarded on a first-come, first-serve basis if funds are available.

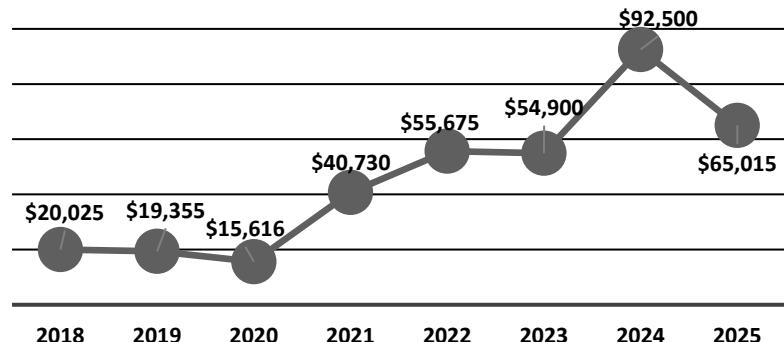


In 2015, the BWSR Board delegated authority to the Executive Director to award grants or contracts for the purpose of assisting LGUs in making organizational improvements (see resolution in Appendix B, page 25). The Executive Director regularly informs Board members of assistance grant status.

In calendar year 2025, nine PRAP assistance grants, totaling \$65,015 were awarded. Board Conservationists were encouraged to work with LGUs who could benefit from PRAP assistance grants. LGUs undergoing an

organizational assessment were also notified of PRAP assistance funding when recommendations were made for activities that would be eligible for PRAP funds.

PRAP Assistance Funds Awarded in 2018-2025



PRAP Assistance Grants Awarded in 2025

LGU	Amount Awarded	Purpose
Becker SWCD	\$10,000	Update position descriptions, personnel policies and operational procedures.
Benton SWCD	\$5,000	Update policies and operating procedures.
Carlton SWCD	\$10,000	Strategic planning
Dodge SWCD	\$5,000	Strategic planning
Fillmore SWCD	\$3,600	Wage and benefit survey
Koochiching SWCD	\$10,000	Update position descriptions, personnel policies and operational procedures.
Mille Lacs SWCD	\$5,000	Update policies and operating procedures.
Morrison SWCD	\$6,415	Update policies and operating procedures.
North St Louis SWCD	\$10,000	Strategic planning

Potential applicants can find information on the [PRAP page of the BWSR website](#)

Reporting

Purpose of Reporting

BWSR reports on LGU performance to:

- meet the legislative mandate (M.S. 103B.102) to provide the public with information about the performance of their local water management entities, and
- provide information that will encourage LGUs to learn from one another about methods and programs that produce the most effective results.

Information Sources

PRAP relies on different information sources to develop reports to achieve the purposes listed above.

LGU-Generated

These include information posted on the LGU websites and the required or voluntary reports submitted to BWSR, other units of government, and the public about fiscal status, plans, programs, and activities. These all serve as a means of communicating what each LGU is achieving and allow stakeholders to make their own evaluations of LGU performance. PRAP tracks submittal of required, self-generated LGU reports in the Statewide Summary review process.

BWSR Website

The BWSR website contains a webpage devoted to PRAP information. The site provides background information on the program including:

- Guiding principles for the program
- A description of the three types of assessments (organization, watershed-based and special assessment)
- Organizational and watershed-based checklists
- Application information for PRAP grants
- Background on the PRAP legislative report
- Description of the annual statewide summary

For more information see: <https://bwsr.state.mn.us/prap>

The BWSR website also includes regularly updated maps of long-range plan status by LGU type. Visitors to the PRAP webpage can find general program information, tables of current performance standards by LGU type, summaries of organizational assessment performance review reports, and copies of annual legislative reports.

Performance Review Reports

BWSR prepares a report containing findings, conclusions, and recommendations for each LGU subject of an organizational assessment performance review. The LGU lead staff and board, or water plan task force members receive a draft of the report to which they are invited to submit comments. BWSR then sends a final report to the LGU. A summary from each review is included in the annual legislative report (see Appendices G and H, pages 31-66).

Annual Legislative Report

As required by statute (M.S. 103B.102, Subd. 3), BWSR prepares an annual report for the legislature containing the results of the previous year's program activities and a general assessment of the performance of the LGUs providing land and water conservation services and programs. These reports are reviewed and approved by the BWSR board and then sent to the chairpersons of the senate and house environmental policy committees, to statewide LGU associations and to the office of the legislative auditor.

Recognition for Exemplary Performance

The PRAP guiding principles include a provision for recognizing exemplary LGU performance. Each year this legislative report highlights those LGUs that are recognized by their peers or other organizations for their contribution to Minnesota's resource management and protection, as well as service to their local clientele. (See Appendix I, page 67).

For those LGUs that undergo an organizational or watershed-based assessment, their report lists "commendations" for compliance with each high-performance standard, demonstrating practices over and above basic requirements. The following are common commendations shared by LGUs in 2025:

- Active partner/participant in at least one 1W1P planning or implementation process.
- Received competitive clean water grants within the past two years.
- Adopted water management ordinances are on partner websites.
- Annual report to water plan advisory committee on plan progress.
- Partnerships: cooperative projects/tasks with neighboring districts, counties, watershed district, non-government organizations.

Program Conclusions and Future Direction

Conclusions from 2025 Reviews

All Action Items identified during 2025 watershed-based assessment PRAP were assigned an 18-month timeline for completion. In 2024, BWSR completed follow up of all organizational assessment (previously Level II review) PRAPs for the year 2023.

Action Items from previous organizational assessment PRAP are being implemented. In 2023, four organizations received a total of five action items, each of which were implemented within 18 months.

Common recommendations for watershed partners in 2025 was to: annually conduct a work planning exercise; improve plan progress tracking; and consider articulating goals in a concrete/measurable fashion in future amendments.

Reminders and incentives contribute significantly to on-time reporting by LGUs. Overall LGU reporting performance and non-expired plans improved in 2025. Overall compliance was 97% in 2025, as compared to 94% in 2024.

PRAP Program Continuous Improvement

To remain effective and forward-looking the PRAP Coordinator continued work with BWSR's 1W1P Program Coordinator, Wetland Specialists, Regional Managers, Board Conservationists and Chief Financial Officer in 2025 to reinforce the importance of utilizing existing reporting tools to track LGU level one reporting requirements and to implement internal process to conduct assessments more efficiently. This effort has led to an increase in overall compliance.

PRAP Program Objectives for 2026

- Track 238 LGUs' performance via statewide summary.
- Continue efforts to improve statewide summary performance review reporting of all LGUs through LGU cooperation and persistent follow-up by BWSR staff.
- Complete up to seven watershed-based reviews and 26 organizational reviews.
- Continue to evaluate PRAP program and make changes to processes and materials based on findings.
- Emphasize the importance of measuring outcomes in PRAP reviews, ways of demonstrating resource outcomes resulting from plan implementation, and set specific expectations for reporting resource outcomes by LGUs.
- Survey LGUs and watershed partnerships from 2024 organizational and watershed-based PRAP reviews to track LGU implementation of PRAP recommendations.
- Continue monitoring and reviewing compliance with action Items identified during organizational and watershed-based assessments to measure progress toward the goal of 100% compliance within 18 months for required action items.
- Continue the promotion and use of PRAP assistance grants to enhance LGU organizational effectiveness.
- Continue to explore opportunities to secure stable funding source for PRAP assistance grants.
- Continue to explore opportunities to increase staff capacity to provide more assistance to organizations with organizational effectiveness needs.
- Complete up to 12 PRAP onboarding training opportunities for new organization administrators to help them with organizational effectiveness needs.

- Complete up to six PRAP onboarding opportunities for watershed partnerships to help them prepare for 2027 watershed-based assessments.
- Complete up to 22 PRAP onboarding opportunities for organizations to help them prepare for 2027 organizational assessments.

Appendix A

PRAP Authorizing Legislation

103B.102, Minnesota Statutes 2013

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103B.102 LOCAL WATER MANAGEMENT ACCOUNTABILITY AND OVERSIGHT.

Subd. 1. Findings; improving accountability and oversight.

The legislature finds that a process is needed to monitor the performance and activities of local water management entities. The process should be preemptive so that problems can be identified early and systematically. Underperforming entities should be provided assistance and direction for improving performance in a reasonable time frame.

Subd. 2. Definitions.

For the purposes of this section, "local water management entities" means watershed districts, soil and water conservation districts, metropolitan water management organizations, and counties operating separately or jointly in their role as local water management authorities under chapter 103B, 103C, 103D, or 103G and chapter 114D.

Subd. 3. Evaluation and report.

The Board of Water and Soil Resources shall evaluate performance, financial, and activity information for each local water management entity. The board shall evaluate the entities' progress in accomplishing their adopted plans on a regular basis as determined by the board based on budget and operations of the local water management entity, but not less than once every ten years. The board shall maintain a summary of local water management entity performance on the board's Web site. Beginning February 1, 2008, and annually thereafter, the board shall provide an analysis of local water management entity performance to the chairs of the house of representatives and senate committees having jurisdiction over environment and natural resources policy.

Subd. 4. Corrective actions.

(a) In addition to other authorities, the Board of Water and Soil Resources may, based on its evaluation in subdivision 3, reduce, withhold, or redirect grants and other funding if the local water management entity has not corrected deficiencies as prescribed in a notice from the board within one year from the date of the notice.

(b) The board may defer a decision on a termination petition filed under section [103B.221](#), [103C.225](#), or [103D.271](#) for up to one year to conduct or update the evaluation under subdivision 3 or to communicate the results of the evaluation to petitioners or to local and state government agencies.

History:

[2007 c 57 art 1 s 104](#); [2013 c 143 art 4 s 1](#)

Appendix B

Board Authorization of Delegation for PRAP Assistance Grants

BOARD DECISION # 21-22

BOARD ORDER

Performance Review and Assistance Program (PRAP) Assistance Service Grants

PURPOSE

Authorize PRAP Assistance services and delegate approval of payment to the Executive Director.

FINDINGS OF FACT / RECITALS

1. The Board of Water and Soil Resources (Board) regularly monitors and evaluates the performance and activities of local water management entities and provides assistance in improving performance under the authorities and requirements of Minnesota Statutes §103B.102.
2. In December 2018, the Board through Resolution #18-71 “approved the allocation of designated or available funds to eligible local water management entities and reconfirmed the delegation of authority to the Executive Director to approve individual PRAP Assistance grants up to \$10,000 requires that program awards are reported to the Board at least once per year.”
3. The Board continues to receive requests for PRAP assistance services to address operational or service delivery needs identified through a PRAP assessment or specialized assistance request noting an increase in requests from multiple entities or partnerships.
4. The Board has authorities under Minnesota Statutes §103B.3369 and 103B.101 to award grants and contracts to accomplish water and related land resources management.
5. The Grants Program and Policy Committee, at their August 11, 2021 meeting, reviewed this request and recommended the Board approve this order.

ORDER

The Board hereby:

1. Approves the allocation of designated or available funds, consistent with the appropriation of the designated or available funds, to eligible local government water management entities for fulfilling the provisions of Minnesota Statutes §103B.102.
2. Confirms the delegation of authority to the Executive Director to approve PRAP Assistance grants or contracts up to \$10,000 per contract for single entity requests and \$20,000 for projects that involve multiple entities or partnerships and requires that program awards are reported to the Board at least once per year.
3. Establishes that all PRAP Assistance awards be cost shared by the grantee at a percentage determined by the Executive Director.
4. Authorizes staff to enter into grant agreements or contracts for these purposes.
5. Establishes that this order replaces previous Board resolution #18-71.

Dated at Austin, Minnesota, this August 26, 2021.

MINNESOTA BOARD OF WATER AND SOIL RESOURCES



Gerald Van Amburg

Gerald Van Amburg, Chair
Board of Water and Soil Resources

Date: August 26, 2021

Appendix C

PRAP Assistance Grant Application Information

The PRAP Assistance program provides financial assistance to LGUs to improve operating performance and execution of planned goals and objectives. Funding priority is given to activities recommended as part of an organizational assessment, watershed-based assessment or special assessment.

Examples of eligible activities: facilitation, mediation or consulting services related to organizational improvement such as reorganizations/mergers, strategic planning, organizational development, assessments for shared services, benchmarking, non-routine audits, and staff and board capacity assessments.

Activities that are not eligible for grant funds, or to be used as LGU match: Technology upgrades (computer equipment, software, smartphones, etc.), infrastructure improvements (vehicles, office remodel, furniture), staff performance incentives (bonuses, rewards program), basic staff training (BWSR Academy fees and expenses; Wetland Delineator Certification, subjects offered at BWSR Academy, training for promotion, basic computer training), water planning, conservation practices design or installation, publication or publicity materials, food & refreshments, (other than costs associated with meetings and conferences where the primary purpose is an approved, eligible grant activity) lodging, staff salaries, and regular board member per diems.

Note: Board member per diems and associated expenses outside of regular meetings, and associated with an approved, eligible activity are eligible for grant funds or can be used as match.

Grant Limit: \$10,000 for individual LGUs, \$20,000 for LGU partnerships.

Who May Apply: County water management/environmental services; SWCDs; watershed districts; watershed management organizations. In some cases, LGU joint powers associations or boards, or other types of LGU water management partnerships will be eligible for grants. Priority is given to applicants submitting projects related to eligible organizational assessment, watershed-based assessment, or special assessment recommendations.

Terms: BWSR pays its share of the LGU's eligible expenditures as reimbursement for expenses incurred by the LGU after the execution date of the grant agreement. Reporting and reimbursement requirements are also described in the agreement. Grant agreements are processed through BWSR's eLINK system.

How to Apply: Submit an email request to the PRAP Coordinator with the following information:

- 1) Description, purpose, and scope of work for the proposed activity (If the activity or services will be contracted, do you have a contracting procedure in by-laws or operating guidelines?)
- 2) Expected products or deliverables.
- 3) Desired outcome or result
- 4) Does this activity address any recommendations associated with a recent PRAP Assessment? If so, describe how.
- 5) How has your Board indicated support for this project? How will they be kept involved?

- 6) Duration of activity: proposed start and end dates
- 7) Itemized Project Budget including
 - a. Amount of request
 - b. Source of funds to be used for match (cannot be state money nor in-kind)
 - c. Total project budget
- 8) Have you submitted other funding requests for this activity? If yes, to whom and when?
- 9) Provide name and contact information for the person who will be managing the grant agreement and providing evidence of expenditures for reimbursement.

Appendix D

Annual Statewide Summary: 2025 LGU Long-Range Plan Status as of December 31, 2025

Soil and Water Conservation Districts

(Districts have a choice of option A or B)

A. Current Resolution Adopting Local or Comprehensive Water Management Plan

All resolutions are current.

B. Current District Comprehensive Plan

All plans are current.

Counties

Local or Comprehensive Water Management Plan Overdue: Plan Revision in Progress

- All plans are current.

Watershed Districts

10-Year Watershed Management Plan Revision Overdue: Plan Revision in Progress

- Two Rivers Watershed District (in-progress)

Watershed Management Organizations

- All plans are current

Appendix E

Annual Statewide Summary: Status of Annual Reports for 2024 as of December 31, 2025

Soil and Water Conservation Districts

eLINK Status Reports of Grant Expenditures

Late Reports:

- West Polk SWCD

Counties

eLINK Status Reports of Grant Expenditures

Late Reports:

- Dakota County

Watershed Districts

Annual Activity Reports Not Submitted (or submitted late):

- Joe River
- Stockton Rollingstone

Metro Joint Powers Watershed Management Organizations

Annual Activity Reports not submitted (or submitted late):

All reports submitted on time.

Appendix F

Annual Statewide Summary: Status of Financial Reports and Audits for 2024 as of December 31, 2025

Soil and Water Conservation Districts

Annual Audits

Annual Audits Not Submitted (or submitted late)

- Winona

Watershed Districts

Annual Audits Not Completed (or submitted late):

- Joe River
- Sauk River
- Lower Minnesota River

Metro Joint Powers Watershed Management Organizations

Annual Audits Not Submitted (or submitted late):

- All audits submitted

Appendix G

Watershed-based Assessment Performance Review Final Report Summaries

Cedar-Wapsipinicon Partnership (Watershed-based PRAP)

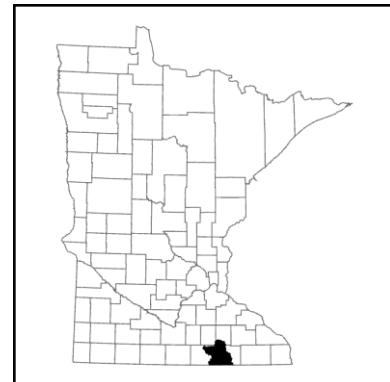
Key Findings and Conclusions

The Cedar-Wapsipinicon partnership is commended for their work in implementing activities identified within their comprehensive watershed plan. In general, policy and advisory committee members feel the partnership is strong and doing an effective job in implementing projects on the ground to meet plan priorities.

Increasing communication within the partnership will help improve conservation delivery in the watershed. Improving plan progress tracking to measure progress towards plan goals will also assist staff in determining and communicating progress toward plan goals.

The partnership is commended for meeting 16 of 16 basic requirements and 10 of 11 applicable best standards/practices, including reviewing the committee membership and updating annually, having current operational guidelines for fiscal procedures, and updating agency partners on accomplishments regularly.

The partnership is also commended for meeting five of eight high priority performance standards, including utilizing shared services between partners, technical advisory committee reviews members, agency members provide regular updates, water quality trends for priority waters are tracked, and watershed partners have developed new partnerships outside of the watershed partnership.

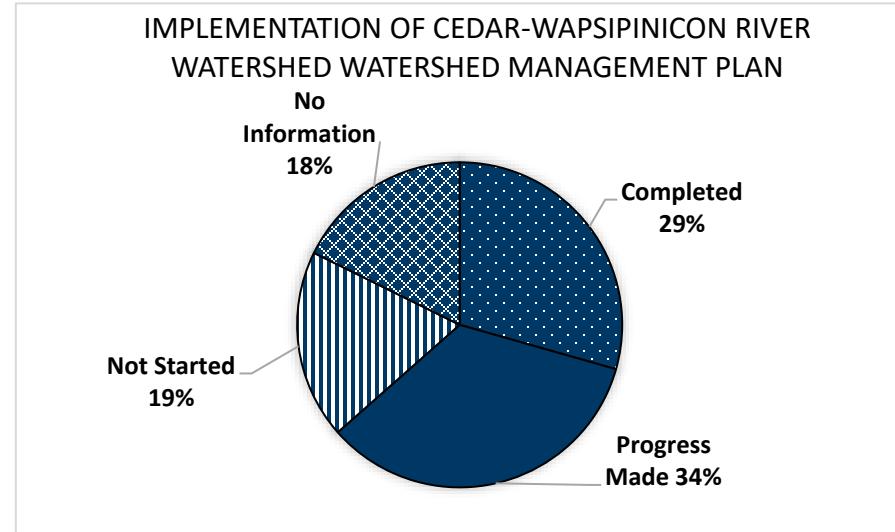


Resource Outcomes

The Cedar-Wapsipinicon River Comprehensive Watershed Management Plan was approved in 2019 and runs through 2029. For planning and implementation purposes, the plan is divided into 15 planning areas. Each is a sub watershed located upstream of a targeted resource concern.

Measurable goals were developed to address issues on a resource-by-resource basis and partners used the Prioritize, Target, and Measure Application (PTMapp) to define goals related to implementation of best management practices and to develop potential costs for various strategies. The plan contains 85 action items. Of those, 29 (34.1%) were identified as *In Progress/Ongoing*, 16 (18.8%) were identified as *Not Started*, 25 (29.4%) were identified as *Completed*, and the remaining 15 (17.7%) had *No information* provided to make a determination.

The Cedar-Wapsipinicon River Partnership is commended for making progress on over 34% of the action items/activities identified within the implementation section of the plan.



Summary of Partnership Recommendations

Based on an analysis of the information and data collected during this review, BWSR staff developed several recommendations for the partnership. BWSR relies heavily on our relationships with staff as well as the input of partners, staff, and board members to make sure recommendations provided are relevant, timely, and helpful for the partnership to implement and improve their operations.

- **Recommendation 1:** Annually conduct a work planning exercise.
- **Recommendation 2:** Improve plan progress tracking.
- **Recommendation 3:** Increase communication between all partners.
- **Recommendation 4:** Project tracking system to track all work toward plan goals.
- **Recommendation 5:** Partnership annually review progress toward water quality goals.

Lake of the Woods Partnership (Watershed-based PRAP)

Key Findings and Conclusions

The Lake of the Woods partnership is commended for their work in implementing activities identified within their comprehensive watershed management plan. Committee members agree that the partnership is doing an effective job in implementing projects on the ground to meet plan priorities.

Increasing communication within the partnership will help improve conservation delivery in the watershed. Tracking and reflecting on work done will continue to help the partnership as it evaluates progress towards plan goals. Regularly communicating progress to the public and stakeholders will help maintain public support for watershed work and generate local participation in conservation programs and events.

The Partnership is commended for meeting 16 of 16 basic requirements, nine of 11 applicable best standards/practices, and eight of eight high performance standards, which include project tracking system used to track all work contributing toward plan goals, shared services leveraged between partners, training efforts made to inform policy committee members, technical advisory committee members reviewed, agency members provide regular updates, water quality trends are tracked for priority waters, partners annually review progress toward plan goals, and watershed partnerships have developed partnerships outside of the watershed partnership.

Resource Outcomes:

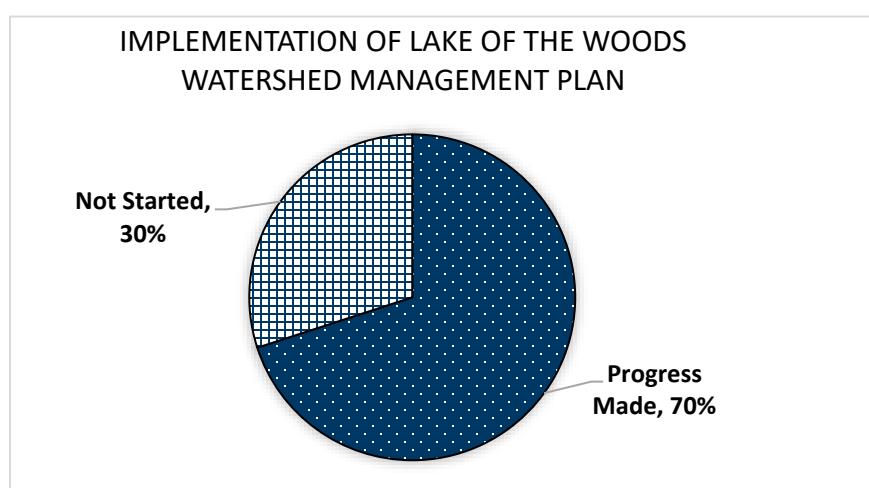
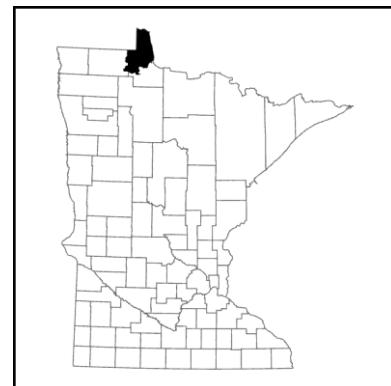
The Lake of the Woods partnership includes six counties, six soil and water conservation districts, two watershed districts and a joint powers board. This partnership has been working together since 2016 to develop a comprehensive watershed management plan.

For planning and implementation purposes the partnership developed a list of priority concerns. These concerns are Level A (Highest Priority), Level B (Second Highest Priority) and Level C (Third Highest Priority).

The plan contains 21 short term goals, and 86 action items related to short-term/plan goals. Of those actions, 60 (70%), were identified as *In Progress/Ongoing*, and the remaining 26 actions *have not started*.

Summary of Recommendations Based on an analysis of the information and data collected during this review, BWSR staff developed several recommendations for the partnership. We rely heavily on our relationships with staff as well as the input of partners, staff, and board members to make sure we provide recommendations that are relevant, timely, and helpful for the partnership to implement and improve their operations.

- **Recommendation (Tracking):** Continue to track and share data with each other about implementation efforts that contribute to plan goals.
- **Recommendation (Reflecting):** Incorporate an adaptive management step into annual or biennial planning sessions.
- **Recommendation (Evaluating):** Continue to compare the resource results associated with projects, practices, or programs to the stated resource goals/outcomes in the plan.



- **Recommendation (Sharing):** Communicate regularly to the public and stakeholders about watershed work.
- **Recommendation (Training):** Develop a formal training and orientation process for policy committee members and staff.
- **Recommendation (Communication):** Increase communication between all partners.
- **Recommendation (Capacity):** Consider workload assessments to evaluate staff capacity.

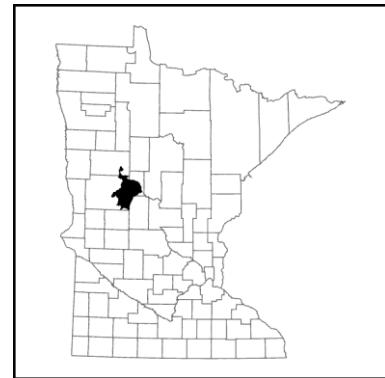
Leaf-Wing-Redeye River Partnership (Watershed-based PRAP)

Key Findings and Conclusions

The Leaf-Wing-Redeye River partnership is commended for their work in implementing activities identified within their comprehensive watershed management plan. The policy and advisory committee members agree the partnership is doing an effective job in implementing projects on the ground to meet plan priorities.

Maintaining a high level of communication between all partners will help sustain conservation delivery in the watershed. Continually tracking progress, reviewing results, evaluating actions, and sharing information will ensure the partnership remains successful in implementing plan priorities.

The partnership is commended for meeting 16 of 16 basic requirements, 10 of 11 applicable best standards/practices, and seven of eight high performance standards, including project tracking system in place to track all work contributing toward plan goals, shared services leveraged between partners, technical advisory committee members reviewed on a regular basis, agency members provide updates, water quality trends tracked for priority water bodies, partnership annually reviews progress toward water quality goals, and watershed partners have developed new partnerships with partners outside the planning partnership.

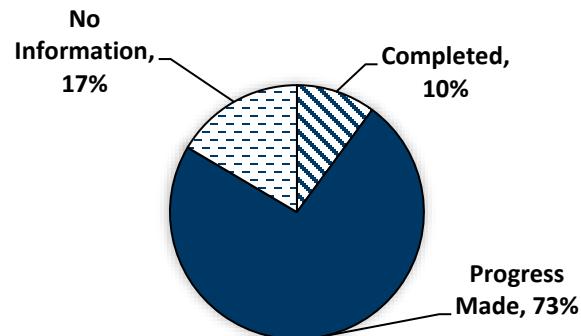


Resource Outcomes

The Leaf-Wing-Redeye partnership includes three counties and four soil and water conservation districts. This partnership is working together through a Memorandum of Understanding. Their current plan was approved in 2020.

For planning purposes, the Leaf-Wing-Redeye Watershed is divided into four planning regions based sub-watershed (HUC10). Each watershed has a different makeup of land use, lake quality and risk and has an overall management focus assigned for it.

IMPLEMENTATION OF LEAF-WING-REDEYE PARTNERSHIP WATERSHED MANAGEMENT PLAN



The comprehensive watershed management plan contains 43 short term goals and 79 planned actions or activities. Of those activities, 8 (10.1%) were identified as being completed, 58 (73.4%) as *In Progress/Ongoing*, and the remaining 13 (16.5%) had no information provided to make a determination.

The Leaf-Wing-Redeye Partnership is commended for making progress on over 73% of the action items/activities identified within the implementation section of the plan.

Summary of Recommendations

Based on an analysis of the information and data collected during this review, BWSR staff developed several recommendations for the partnership. We rely heavily on our relationships with staff as well as the input of partners, staff, and board members to make sure we provide recommendations that are relevant, timely, and helpful for the partnership to implement and improve their operations.

- **Recommendation (Communication):** Continue to maintain a high level of communication.
- **Recommendation (Training):** Provide training opportunities to policy committee on watershed topics.
- **Recommendation (Annual Workplan):** Develop an annual workplan that extends beyond WBIF workplan.

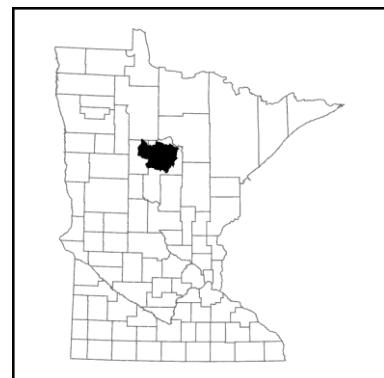
Leech Lake River Partnership (Watershed-based PRAP)

Key Findings and Conclusions

The Leech Lake River partnership is commended for their work in implementing activities identified within their comprehensive watershed management plan. The policy and advisory committee members agree the partnership is doing an effective job in implementing projects on the ground to meet plan priorities.

Maintaining a high level of communication between all partners will help sustain conservation delivery in the watershed. Continually tracking progress, reviewing results, evaluating actions, and sharing information will ensure the partnership remains successful in implementing plan priorities.

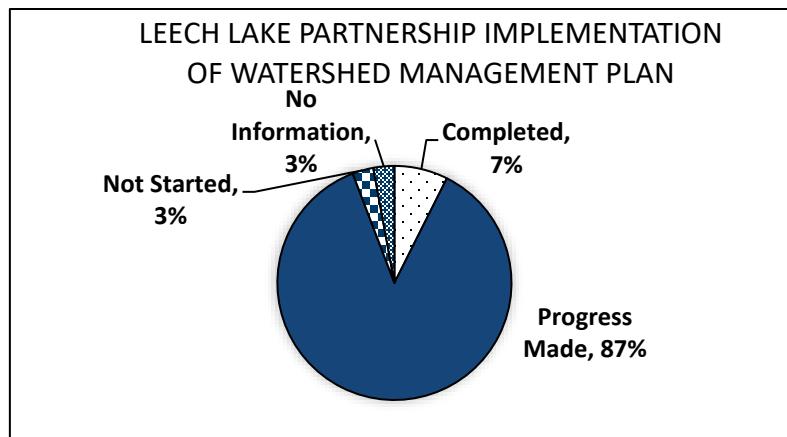
The partnership is commended for meeting 16 of 16 basic requirements, 10 of 11 applicable best standards/practices, and seven of eight high performance standards, including shared services leveraged between partners, training efforts made to inform policy committee on watershed topics, technical advisory committee members reviewed on a regular basis, agency members provide updates, water quality trends tracked for priority water bodies, partnership annually reviews progress toward water quality goals, and watershed partners have developed new partnerships with partners outside the planning partnership.



Resource Outcomes

The Leech Lake partnership includes two counties and two soil and water conservation districts. This partnership is working together through a Memorandum of Understanding. Their current plan was approved in 2019.

For planning purposes, the Leech Lake Watershed is divided into 11 priority sub watersheds. Each watershed has a different makeup of land use, lake quality and risk and has an overall management focus assigned for it.



The comprehensive watershed management plan contains 4 goal statements and 68 planned actions or activities. Of those activities, 5 (7.4%) were identified as being completed, 59 (86.8%) as *In Progress/ Ongoing*, two (2.9%) *have not been started*, and the remaining two (2.9%) had no information provided to make a determination.

The Leech Lake partnership is commended for making progress on over 86.8% of the action items/activities identified within the implementation section of the plan.

Summary of Recommendations

Based on an analysis of the information and data collected during this review, BWSR staff developed several recommendations for the partnership. We rely heavily on our relationships with staff as well as the input of partners, staff, and board members to make sure we provide recommendations that are relevant, timely, and helpful for the partnership to implement and improve their operations.

- **Recommendation (Communication):** Continue to maintain a high level of communication.
- **Recommendation (Tracking):** Continue to track and share data with each other about implementation efforts that contribute to plan goals.
- **Recommendation (Adaptive Management Strategy):** Incorporate an adaptive management strategy into annual or biennial work planning.
- **Recommendation (Evaluating):** Compare the resource results associated with projects, practices, or programs to the stated goals in the plan.
- **Recommendation (Sharing):** Communicate regularly to the public and stakeholders about the watershed work done.

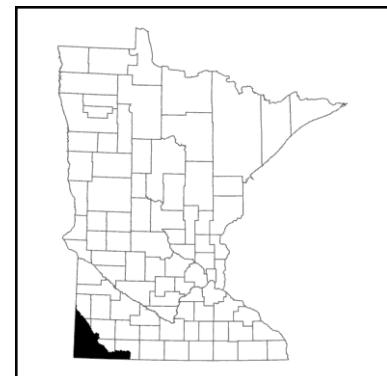
Missouri River Partnership (Watershed-based PRAP)

Key Findings and Conclusions

The Missouri River partnership is commended for their work in implementing activities identified within their comprehensive watershed management plan. The policy and advisory committee members agree the partnership is doing an effective job in implementing projects on the ground to meet plan priorities.

Maintaining a consistent level of communication between all partners will help sustain conservation delivery in the watershed. Continually tracking progress, reviewing results, evaluating actions, and sharing information will ensure the partnership remains successful in implementing plan priorities.

The Partnership is commended for meeting 16 of 16 basic requirements, eight of 11 applicable best standards/practices, and seven of eight high performance standards, including project tracking system in place to track all work contributing toward plan goals, shared services leveraged between partners, training efforts made to inform policy committee on watershed topics, technical advisory committee members reviewed on a regular basis, water quality trends tracked for priority water bodies, partnership annually reviews progress toward water quality goals, and watershed partners have developed new partnerships with partners outside the planning partnership.



Resource Outcomes

The Missouri River partnership includes six counties, six soil and water conservation districts, and two watershed districts. This partnership is working together through a Memorandum of Understanding. Their current plan was approved in 2019.

For planning purposes, the Missouri River watershed is divided into three planning regions based sub-watershed (HUC10). Each watershed has a different makeup of land use, lake quality and risk and has an overall management focus assigned for it.

The comprehensive watershed management plan contains 10 short term goals and 48 planned actions or activities. Of those activities, (14.6%) were identified as being completed, and (85.4%) as *In Progress/ Ongoing*.

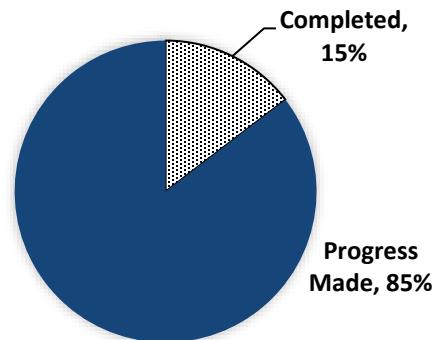
The Missouri River partnership is commended for making progress on over 85.4% of the action items/activities identified within the implementation section of the plan.

Summary of Recommendations

Based on an analysis of the information and data collected during this review, BWSR staff developed several recommendations for the partnership. We rely heavily on our relationships with staff as well as the input of partners, staff, and board members to make sure we provide recommendations that are relevant, timely, and helpful for the partnership to implement and improve their operations.

- **Recommendation (Communication):** Continue to maintain a high level of communication.
- **Recommendation (Tracking):** Continue to track and share data with each other about implementation efforts that contribute to plan goals.
- **Recommendation (Reflecting):** Incorporate an adaptive management step into annual or biennial work planning sessions.

MISSOURI RIVER PARTNERSHIP IMPLEMENTATION OF WATERSHED MANAGEMENT PLAN



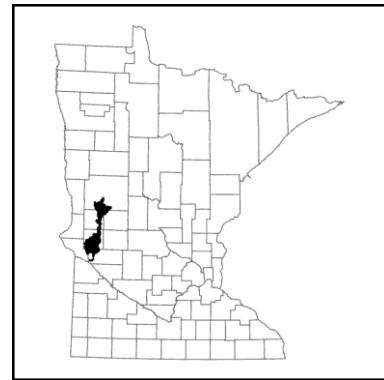
- **Recommendation (Evaluating):** Continue to compare the resource results associated with projects, practices, or programs to the stated resource goals in the plan.
- **Recommendation (Sharing):** Communicate regularly to the public and stakeholders about your watershed management work.
- **Recommendation (Training):** Develop a formal training and orientation process for policy committee members and staff.

Pomme de Terre River Partnership (Watershed-based PRAP)

Key Findings and Conclusions

The Pomme de Terre River partnership is commended for their work in implementing activities identified within their comprehensive watershed management plan. The policy and advisory committee members agree the partnership is doing an effective job in implementing projects on the ground to meet plan priorities.

Continually tracking progress, reviewing results, evaluating actions, and sharing information will ensure the partnership remains successful in implementing plan priorities. The organizations within the partnership may also benefit from a workload analysis since several partners are participating in multiple One Watershed, One Plan partnerships.

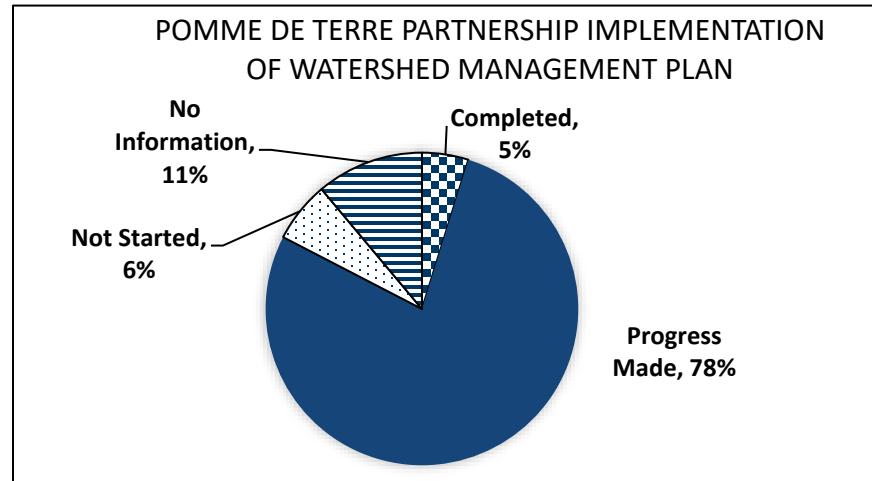


The partnership is commended for meeting 16 of 16 basic requirements, 9 of 11 applicable best standards/practices, and four of eight high performance standards, shared services leveraged between partners, technical advisory committee members reviewed on a regular basis, agency members provide updates, and watershed partners have developed new partnerships with partners outside the planning partnership.

Resource Outcomes

The Pomme de Terre partnership includes six counties and six soil and water conservation districts. This partnership is working together through a Memorandum of Understanding. Their current plan was approved in 2020.

For planning purposes, the Pomme de Terre Watershed is divided into five planning regions. Each watershed has a different makeup of land use, lake quality and risk and has an overall management focus assigned for it.



The comprehensive watershed management plan contains 18 short term goals and 63 planned actions or activities. Of those activities, three (4.8%) were identified as being completed, 49 (77.8%) as *In Progress/ Ongoing*, four (6.3%) *have not been started*, and the remaining seven (11.1%) had *no information* provided to make a determination.

The Pomme de Terre Partnership is commended for making progress on over 77% of the action items/activities identified within the implementation section of the plan.

Summary of Recommendations

Based on an analysis of the information and data collected during this review, BWSR staff developed several recommendations for the Partnership. We rely heavily on our relationships with staff as well as the input of partners, staff, and board members to make sure we provide recommendations that are relevant, timely, and helpful for the partnership to implement and improve their operations.

- **Recommendation (Tracking):** Continue to track and share data with each other about implementation efforts that contribute to plan goals.
- **Recommendation (Annual Workplan):** Develop an annual workplan that extends beyond WBIF workplan.
- **Recommendation (Adaptive Management Strategy):** Incorporate an adaptive management strategy into annual or biennial work planning sessions.

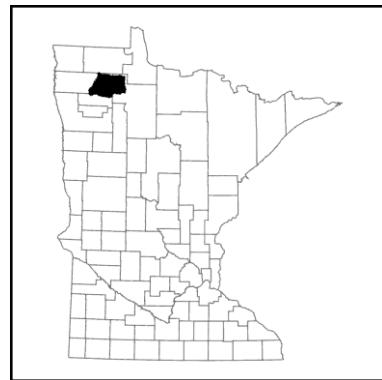
- **Recommendation (Training):** Develop a formal training session and orientation process for JPB, TAC, and staff.
- **Recommendation (Workload Analysis):** Organizations within the partnership should consider conducting a workload analysis.

Thief River Partnership (Watershed-based PRAP)

Key Findings and Conclusions

The Thief River partnership is commended for their work in implementing activities identified within their comprehensive watershed management plan. The policy and advisory committee members agree the partnership is doing an effective job in implementing projects on the ground to meet plan priorities.

Improving communication and coordination between all partners will help the partnership with its conservation delivery efforts in the watershed. Continually tracking progress, reviewing results, evaluating actions, and sharing information will ensure the partnership remains successful in implementing plan priorities. Evaluating future outreach efforts would also benefit the partnership.



The partnership is commended for meeting 16 of 16 basic requirements, 9 of 11 applicable best standards/practices, and four of eight high performance standards, including shared services leveraged between partners, training efforts made to inform policy committee members about watershed related topics, technical advisory committee members reviewed on a regular basis, water quality trends tracked for priority water bodies, and watershed partners have developed new partnerships with partners outside the planning partnership.

Resource Outcomes

The Thief River partnership is comprised of a coalition of counties, SWCDs and watershed districts. These parties are working together through a Memorandum of Understanding.

For planning purposes, the Thief River Watershed is divided into eight planning regions. Each watershed has a different makeup of land use, lake quality and risk and has an overall management focus assigned for it.

The comprehensive watershed

management plan contains 13 short term goals and 51 planned actions or activities. Of those activities, 11 (21.6%) were identified as being completed, 36 (70.6%) as *In Progress/ Ongoing*, three (5.8%) activities *have not been started*, and the remaining one action (2.0%) had *no information* provided to make a determination.

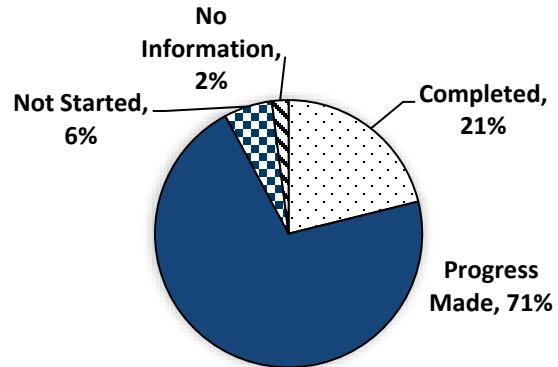
The Thief River partnership is commended for making progress on over 70.6% of the action items/activities identified within the implementation section of the plan.

Summary of Recommendations

Based on an analysis of the information and data collected during this review, BWSR staff developed several recommendations for the partnership. We rely heavily on our relationships with staff as well as the input of partners, staff, and board members to make sure we provide recommendations that are relevant, timely, and helpful for the partnership to implement and improve their operations.

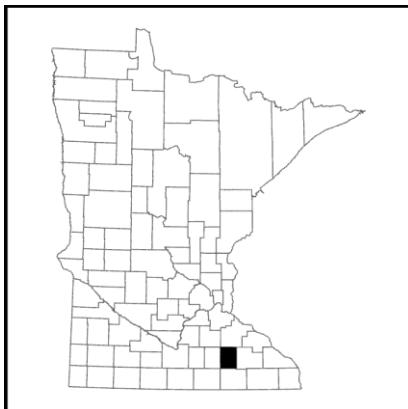
- **Recommendation (Communication):** Strengthen communication between all partners.
- **Recommendation (Tracking):** Improve plan progress tracking.
- **Recommendation (Training/Orientation):** On comprehensive watershed management plan.
- **Recommendation (Outreach):** Through targeted and focused approaches.

THIEF RIVER PARTNERSHIP IMPLEMENTATION OF WATERSHED MANAGEMENT PLAN



Organizational Assessment Performance Review Final Summaries

Dodge County and Dodge Soil and Water Conservation District



Key Findings and Conclusions

Dodge County Environmental Services (ES) and Dodge Soil and Water Conservation District (SWCD) is commended for their work in implementing core programs, the Wetland Conservation Act (WCA), and planning and implementation efforts related to their comprehensive watershed management plans. Workload emphasis is targeted in the Cedar-Wapsipinicon, Greater Zumbro River, and Root River One Watershed, One Plans. The board and staff from the county are viewed favorably by their partners which aids in the planning and implementation of activities identified within their One Watershed, One Plans. Partners shared that there have been some challenges in working with the Dodge SWCD, primarily due to a lack of communication.

Developing strong working relationships and improving communication with partners will help in weathering challenges and further assist in addressing local water management issues and improving conservation delivery in Dodge County.

Dodge County is commended for meeting seven of seven applicable basic performance standards, including completion of eLINK reporting on time, having current local water management plans, and for their efforts related to coordinating the WCA program. Additionally, the county met 14 of 14 applicable high-performance standards.

Dodge SWCD is commended for meeting 14 of 14 basic standards, including reviewing of personnel policy within the last five years, completion of annual reports on time, targeting state grant funds in high priority areas, and for maintaining a website with all required content elements. Additionally, the SWCD met 14 of 22 applicable high-performance standards.

Commendations

Dodge SWCD and County are commended for:

- Active partner/participant in at least one 1W1P planning or implementation process.
- Prioritized, targeted, and measurable criteria used for goals, objectives and actions in comprehensive watershed management plan.
- Water quality data and trend information collected for planning and to measure progress towards plan goals.
- Water management ordinances on county website.
- Coordination with state watershed-based initiatives.
- Communication piece sent within the last 12 months.
- Annual report to water plan advisory committees on plan progress.
- Coordination with County Board by supervisors or staff.
- Job Approval Authority: reviewed and reported annually.
- Partnerships: cooperative projects/tasks with neighboring districts, counties, watershed districts, non-governmental organizations.

Recommendations:

- **Joint Recommendation (Communication):** Work to maintain a consistent level of communication between partners to build upon and strengthen relationships.
- **Joint Recommendation (Training):** Continue to gather and compile data about implementation actions your organization is working on.
- **Joint Recommendation (Reflecting):** Spend time with your watershed partners to compare work activities completed versus activities that were planned.

- **Joint Recommendation (Sharing):** Remember to communicate regularly to the public and stakeholders about accomplishments you're making toward watershed management work.
- **Dodge ES Recommendation (Official Controls):** Look for ways to incorporate comprehensive watershed management plan priorities into land use planning efforts, ordinances, and decisions.
- **Dodge SWCD Recommendation (Strategic Planning):** Consider competing a strategic planning session to review and/or define your organizational goals and objectives.

WCA Performance Standard Recommendations (Dodge County):

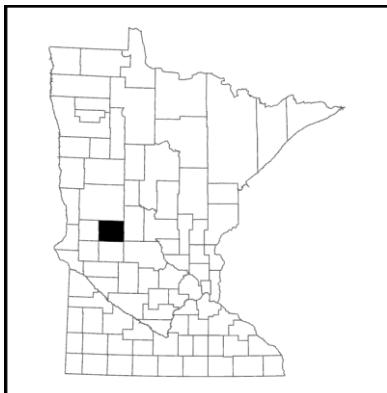
- The LGU should continue to attend regional wetland trainings.
- Consider reviewing internal processes in handling applications upon submittal. Applications should be tracked to ensure they do not exceed the 15.99 timeline.
- The LGU administrator should ensure all pertinent documents are filed with the appropriate project file.
- The LGU could consider setting monthly meeting date.

WCA Performance Standard Recommendations (Dodge SWCD)

- The new SWCD Technical Evaluation Panel (TEP) member would benefit from attending trainings to become familiar with the WCA and their role.
- The SWCD should continue to work with BWSR, DNR, and TEP on future WCA violations.

Action Items (There are no action items for Dodge County or Dodge SWCD)

Douglas County and Douglas Soil and Water Conservation District



Key Findings and Conclusions

Douglas Soil and Water Conservation District (SWCD) and Douglas County Land and Resource Management (LRM) are commended for their work in implementing core programs, the Wetlands Conservation Act (WCA), and for participating in planning and implementation activities in four comprehensive watershed management plans. These include the Long Prairie River, Sauk River, Chippewa River, and Pomme de Terre comprehensive watershed management plans. The board and staff of both local governments are viewed favorably by their partners which aids in the planning and implementation of activities identified within their One Watershed, One Plans.

Douglas SWCD and LRM have developed strong working relationships with partners and assist in addressing local water management issues and improving conservation delivery in Douglas County.

Douglas LRM is commended for meeting four of four applicable basic performance standards, including completion of annual reports on time, posting BWSR grant reports on county website, having current comprehensive watershed management plans, and having up to date resolutions related to WCA. In addition, the Douglas LRM met nine of 13 high-performance standards.

Douglas SWCD is commended for meeting 16 of 17 basic standards, including completion of all annual reporting requirements, reviewing of personnel policy within the last five years, completion of eLINK reporting on time, participating in multiple comprehensive watershed management plans, targeting state grant funds in high priority areas, meeting all WCA performance standards, and for meeting all website requirements. In addition, the Douglas SWCD met 20 of 22 high-performance standards.

Recommendations

Douglas SWCD and Douglas LRM are commended for:

- Public drainage records meet modernization guidelines.
- Prioritized, targeted, and measurable criteria used for goals, objectives, and actions.
- Communication piece sent within the last 12 months.
- Annual reports provided to local advisory committees.
- Progress tracked for information and education objectives.
- Coordination with state watershed-based initiatives.
- Water management ordinances on website.
- Job approval authorities reviewed annually.
- Staff and board training plans in place.
- Annual plans of work developed based on strategic plan priorities.
- Water quality data is collected and tracked for priority concerns and water bodies.
- Partnerships developed with other LGUs.

Recommendations

- **Joint Recommendation (Communication):** Work to maintain a high level of communication between partner to build upon the strong working relations you have with them.
- **Joint Recommendation (Tracking):** Continue to gather and compile data about implementation efforts your organization is making toward comprehensive watershed management plans.
- **Joint Recommendation (Reflecting):** Spend time with your watershed-based partner to compare work activities completed versus activities that were planned.
- **Joint Recommendation (Sharing):** Remember to communicate regularly to the public and stakeholders about accomplishments you're making toward watershed management work.
- **Joint Recommendation (Conduct a Workload Assessment):** Conduct a workload assessment to determine the need for additional staff.

- **Douglas SWCD Recommendation (Succession Planning):** Consider the development of a succession plan. Succession planning is a vital strategy for ensuring the long-term success and stability of your organization.
- **Douglas LRM Recommendation (Official Controls):** Look for ways to incorporate comprehensive watershed management plan priorities into land use planning efforts, ordinances, and decisions.

WCA Performance Standard Recommendations

- Consider updating existing city delegation resolutions that are unreadable.
- Consider updating WCA delegation resolution from other cities within Douglas County.
- Consider bolstering files – ensure all pertinent information is in project files.
- Consider certifying all staff involved in WCA.

Action Item (Douglas SWCD):

- Update and review data practices policy.

Grant County and Grant Soil and Water Conservation District



Key Findings and Conclusions

Grant County Environmental Services (ES) and Grant Soil and Water Conservation District (SWCD) are commended for their work in implementing core programs, the Wetlands Conservation Act, and for participating in planning and implementation activities in three comprehensive watershed management plans. These include the Mustinka/Bois de Sioux River, Pomme de Terre River, and Chippewa River. The board and staff of both local governments are viewed favorably by their partners which aids in the planning and implementation of activities identified within their One Watershed, One Plans.

Grant ES and Grant SWCD are viewed favorably by their partners, but there are concerns from some about the SWCD's ability to keep up with their workload.

Each received praise for their strong working relationships/communication with partners. Maintaining a high level of communication will build on the positive working relationships that exist and help these organizations weathering challenges and further assist in addressing local water management issues and improving conservation delivery in Grant County.

Grant ES is commended for meeting eight of eight applicable basic performance standards, including completion of all annual reports on time, having current local comprehensive watershed management plans, and meeting all WCA related standards. In addition, the Grant ES met eight of 16 high-performance standards.

Grant SWCD is commended for meeting 13 of 13 basic standards, including completion of all annual reports on time, current policies and operational guidelines in place, having current local comprehensive watershed management plans, meeting all WCA related standards, spending grant funds in high priority areas, and website contains all required content. In addition, the Grant SWCD met 11 of 20 high-performance standards.

Commendations

Grant SWCD and Grant ES are commended for:

- Public drainage records meet modernization guidelines.
- Active in at least one 1W1P partnerships.
- Prioritized, targeted, and measurable criteria used for goals, objectives, and actions in LWMP.
- Certified wetland delineator on staff.
- Communication piece sent within last 12 months to targeted audience.
- Water management ordinances on county website.
- Obtained stakeholder input within last 12 months.
- Job approval authorities reviewed annually.
- Board and staff training plans in place.
- Coordination with state watershed-based initiatives.
- Partnerships exist with other LGUs.

Recommendations

- **Joint Recommendation (Communication):** Work to maintain a consistent level of communication between partners to build upon the strong working relationships you have with them.
- **Joint Recommendation (Tracking):** Continue to gather and compile data about implementation efforts your organization is making toward comprehensive watershed management plans.
- **Joint Recommendation (Reflecting):** Spend time with your watershed partners to compare work activities completed verses activities that were planned.
- **Joint Recommendation (Sharing):** Remember to communicate regularly to the public and stakeholders about accomplishments you're making toward watershed management work.
- **Recommendation Grant SWCD (Conduct a Workload Assessment):** Conduct a workload assessment to determine the need for additional staff.

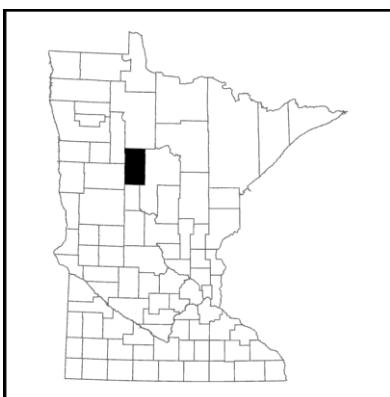
- **Recommendation Grant ES (Succession Planning):** Consider the development of a succession plan. Succession planning is a vital strategy for ensuring the long-term success and stability of your organization.
- **Recommendation Grant ES (Official Controls):** Look for ways to incorporate comprehensive watershed management plan priorities into land use planning efforts, ordinances, and decisions.

WCA Performance Standard Recommendations:

- Clarify and document WCA decision authority with the County Board.
- Pursue consolidation of WCA administration throughout the county by offering the service to incorporate cities and obtain delegation resolutions if they agree to do so.
- Consider bolstering files – ensure all pertinent information is in project files.

Action Items (There are no action items for Grant ES or Grant SWCD)

Hubbard County and Hubbard Soil and Water Conservation District



Key Findings and Conclusions

Hubbard County Environmental Services (ES) and Hubbard Soil and Water Conservation District (SWCD) are commended for their work in implementing core programs, the Wetlands Conservation Act, and for participating in planning and implementation activities in three comprehensive watershed management plans. These include Crow Wing River, Mississippi River Headwaters, and Leech Lake River. The board and staff of both local governments are viewed favorably by their partners which aids in the planning and implementation of activities identified within their One Watershed, One Plans.

Maintaining a consistent level of communication between partners will help in weathering challenges and further assist in addressing local water management issues and improving conservation delivery in Hubbard County.

Hubbard County ES is commended for meeting four of four applicable basic performance standards, including completion of all required reports on time, posting BWSR grant reports on county website, and having current local water management plans. In addition, the ES met three of 12 high-performance standards.

Hubbard SWCD is commended for meeting 16 of 17 basic standards, including reviewing of personnel policy within the last five years, completion of eLINK reporting on time, and targeting state grant funds in high priority areas. In addition, the SWCD met 20 of 22 high-performance standards.

Commendations

Hubbard SWCD and Hubbard ES are commended for:

- Active partner/participant in at least one 1W1P planning or implementation process.
- Prioritized, targeted, and measurable criteria used for goals, objectives and actions in LWMP.
- Water management ordinances on county website.
- Coordination with state watershed-based initiatives.
- Communication piece sent within the last 12 months.
- Coordination with County Board by supervisors or staff.
- Board and staff training plans in place.
- Partnerships: cooperative projects/tasks with neighboring districts, counties, watershed districts, non-governmental organizations.

Recommendations

- **Joint Recommendation (Communication):** Work to maintain a consistent level of communication between partners to build upon the working relationships you have with them.
- **Joint Recommendation (Tracking):** Continue to gather and compile data about implementation efforts your organization is making toward plan goals.
- **Joint Recommendation (Reflecting):** Spend time with your watershed-based partners to compare work activities completed versus activities that were planned.
- **Joint Recommendation (Sharing):** Remember to communicate regularly to the public and stakeholders about accomplishments you're making toward watershed management work.
- **Recommendation Hubbard SWCD (Conduct a Workload Assessment):** Conduct a workload assessment to determine the need for additional staff.
- **Recommendation Hubbard SWCD (Operational Guidelines/Policies):** Continue to update and develop operational guidelines/policies so they remain current.
- **Recommendation Hubbard ES (Official Controls):** Look for ways to incorporate comprehensive watershed management plan priorities into land use planning efforts, ordinances, and decisions.

The following recommendations are specific to the WCA review.

- Staff should continue to attend WCA related training when offered.
- WCA staff should become certified under the MN Wetland Professional Certification Program.
- Staff should develop a tracking system to ensure MN Statute 15.99 requirements are met.
- SWCD staff should continue to work with BWSR, DNR, and the TEP to refine WCA enforcement procedures.

Action Items

- **WCA Required Action (Hubbard SWCD):** The LGU should execute a resolution delegating WCA decision-making authority to staff.

Kanaranzi-Little Rock Watershed District



Key Findings and Conclusions

The Kanaranzi-Little Rock Watershed District (KLRWD) is commended for participating in the Missouri River Basin One Watershed, One Plan partnership and is doing an excellent job partnering with others to implement plan goals. The organization is getting important work done within the watershed district and is encouraged to look for more ways to share their success stories.

The KLRWD is commended for meeting nine of nine basic performance standards including having a current plan, completing all annual reports and financial audits on time, having up to date policies and procedures, having manager appointments current/reported, and meeting website requirements. They are also commended for meeting 10 of 15 high-performance standards.

Commendations

KLRWD is commended for:

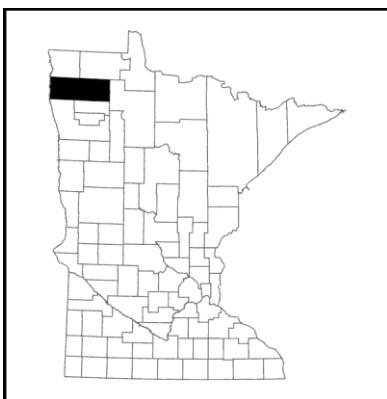
- Participating in at least one One Watershed, One Plan partnership.
- Using a prioritized, targeted, and measurable approach to implement plan goals.
- Developing a strategic plan.
- Tracking water quality trends for key water resources.
- Obtaining stakeholder input within the last 12 months.
- Coordination with state watershed-based initiatives.
- Partnerships with other LGUs.

Recommendations

- **Recommendation (Communication):** Continue to maintain a high level of communication between partners to build upon the working relationships you have with them.
- **Recommendation (Tracking):** Continue to gather and compile data about implementation actions your organization is working on.
- **Recommendation (Reflecting):** Spend time to compare work plan activities completed versus activities that were planned.
- **Recommendation (Sharing):** Remember to communicate regularly to the public and to your stakeholders about accomplishments you're making toward watershed management work.
- **Recommendation (Official Controls):** Look for ways to incorporate comprehensive watershed management plan priorities into your watershed district's official controls as part of your rule making process.
- **Recommendation (Training):** Develop and maintain training plans for board managers and staff to enhance skills or technical expertise related to their service to the district.

Action Items: There are no actions items.

Marshall County and Marshall Soil and Water Conservation District



Key Findings and Conclusions

Marshall County Environmental Services (ES) and Marshall Soil and Water Conservation District (SWCD) are commended for their work in implementing core programs, the Wetlands Conservation Act (WCA), and for participating in planning and implementation activities in five comprehensive watershed management plans. These include Thief River, Middle-Snake-Tamarac River, Roseau River, Two Rivers Plus, and Red Lake River. The board and staff of both local governments are viewed favorably by their partners which aids in the planning and implementation of activities identified within their One Watershed, One Plans. There were some concerns expressed from partners of and staff from the Marshall SWCD about adequate staff capacity.

Developing strong working relationships/communication with partners will help in weathering challenges and further assist in addressing local water management issues and improving conservation delivery in Marshall County.

Marshall County ES is commended for meeting four of four applicable basic performance standards, including completion of eLINK reporting and buffer strip reporting on time, as well as having current local water management plans. In addition, Marshall County ES met 8 of 14 high-performance standards.

Marshall SWCD is commended for meeting 16 of 19 basic standards, completion of annual reports on time, having current plans, state grants spent in high priority areas, and meeting all WCA requirements. In addition, Marshall SWCD met 10 of 22 high-performance standards.

Commendations

Marshall SWCD and Marshall ES are commended for:

- Active partner/participant in at least one 1W1P planning or implementation process.
- Prioritized, targeted, and measurable criteria used for goals, objectives and actions in LWMP.
- Water management ordinances on county website.
- Public drainage records meet modernization guidelines.
- Coordination with state watershed-based initiatives.
- Communication piece sent within the last 12 months.
- Coordination with County Board by supervisors or staff.
- Job Approval Authority: reviewed and reported annually.
- Partnerships: cooperative projects/tasks with neighboring districts, counties, watershed districts, non-governmental organizations.

Recommendations

- **Joint Recommendation (Communication):** Work to maintain a consistent level of communications between partners to build upon the strong working relationships you have with them.
- **Joint Recommendation (Tracking):** Continue to gather and compile data about implementation efforts your organization is making toward comprehensive watershed management plans.
- **Joint Recommendation (Reflecting):** Spend time with your watershed-based partners to compare work activities completed versus activities that were planned.
- **Joint Recommendation (Sharing):** Remember to communicate regularly to the public and stakeholders about accomplishments you're making toward watershed management work.
- **Joint Recommendation (Workload Assessment):** Conduct a workload assessment to determine the need for additional staff.
- **Recommendation Marshall ES (Official Controls):** Look for ways to incorporate comprehensive watershed management plan priorities into land use planning efforts, ordinances, and decisions.

The following recommendations are specific to the WCA review.

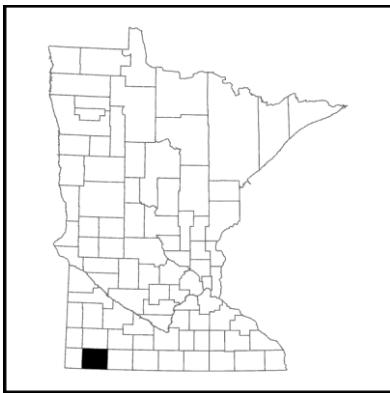
- Marshall SWCD staff should become certified under the MN Wetland Professional Certification Program (MWPCP).
- LGU staff should attend MWPCP training.
- Consider developing a detailed tracking system for projects.
- Consider integrating WCA applications and enforcement cases into a filing system.
- Develop a system to file all information in one place.
- Use a formal process to document recommendations for site visits.
- Work with BWSR, DNR, and TEP on enforcement procedures.

Action Items:

- **Marshall SWCD:** Review and update personnel policies.
- **Marshall SWCD:** Resolution to delegate WCA decision making to staff.
- **Marshall SWCD:** Resolutions with cities to accept or delegate WCA.

Nobles County and Nobles Soil and Water Conservation District

Key Findings and Conclusions



Nobles County Environmental Services (ES) and Nobles Soil and Water Conservation District (SWCD) are commended for their work in implementing core programs, the Wetlands Conservation Act, and for participating in planning and implementation activities in two One Watershed, One Plans. These include Des Moines River and Missouri River. The board and staff of both local governments are viewed favorably by their partners which aids in the planning and implementation of activities identified within their One Watershed, One Plans.

Nobles County ES is commended for meeting three of four applicable basic performance standards, including completion of eLINK reporting and buffer strip reporting on time, and for having current local water management plans.

In addition, Nobles ES met four of eight high-performance standards.

Nobles SWCD is commended for meeting 16 of 17 basic standards, including completion of all required reports on time, targeting state grant funds in high priority areas, and meeting all website requirements. In addition, Nobles SWCD met 20 of 22 high-performance standards.

Commendations

Nobles SWCD and Nobles ES are commended for:

- Active partner/participant in at least one 1W1P planning or implementation process.
- Prioritized, targeted, and measurable criteria used for goals, objectives and actions.
- Water management ordinances on county website.
- Coordination with state watershed-based initiatives.
- Communication piece sent within the last 12 months.
- Coordination with county board by supervisors or staff.
- Partnerships cooperating with neighboring LGUs on projects or tasks.

Recommendations

- **Joint Recommendation (Communication):** Work to maintain a consistent level of communications between partners to build upon the strong working relationships you have with them.
- **Joint Recommendation (Tracking):** Continue to gather and compile data about implementation efforts your organization is making toward comprehensive watershed management plans.
- **Joint Recommendation (Reflecting):** Spend time with your watershed-based partners to compare work activities completed versus activities that were planned.
- **Joint Recommendation (Sharing):** Remember to communicate regularly to public and stakeholders about accomplishments you're making toward watershed management work.
- **Recommendation Nobles SWCD (Workload Assessment):** Conduct a workload analysis to determine staffing needs.
- **Recommendation Nobles ES (Official Controls):** Look for ways to incorporate comprehensive watershed management plan priorities into land use planning efforts, ordinances, and decisions.

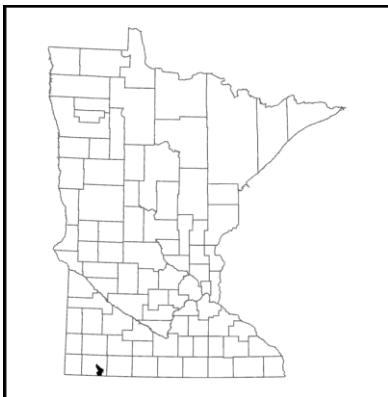
WCA Performance Standard Recommendations:

- Staff continue to attend training and complete professional training/certification when feasible.
- Coordinate discussions and provide outreach to local road authorities to make them aware of this service.
- Develop tracking system to ensure MS 15.99 requirements are met.
- Utilize TEP findings form to document decisions.
- Consistently and fully complete WCA forms.

Action Items:

- Complete resolutions to formally delegate WCA implementation to the SWCD.

Okabena-Ocheda Watershed District



Key Findings and Conclusions

The Okabena-Ocheda Watershed District (OOWD) is commended for participating in the Missouri River Basin One Watershed, One Plan partnership and is doing an excellent job partnering with others to implement plan goals. The organization is getting important work done within the watershed district.

The OOWD is commended for meeting nine of 11 basic performance standards including having a current plan, completing all annual reports and financial audits on time, having up to date policies and procedures, having manager appointments current/reported, and meeting website requirements. They are also commended for meeting 13 of 14 high-performance standards.

Commendations

OOWD is commended for:

- Board and staff training plans in place.
- Prioritized, target, and measurable criteria used in watershed district plan.
- Strategic plan identifies short-term activities and budgets based on state and local priorities.
- Water quality trends are tracked for key water bodies.
- Watershed hydrologic trends are monitored and reported.
- Obtain stakeholder input within the past 12 months.
- Coordination with watershed-based objectives.
- Track progress for information and education objectives in the plan.
- Coordination with local LGUs.
- Partnerships in place with neighboring LGUs.

Recommendations

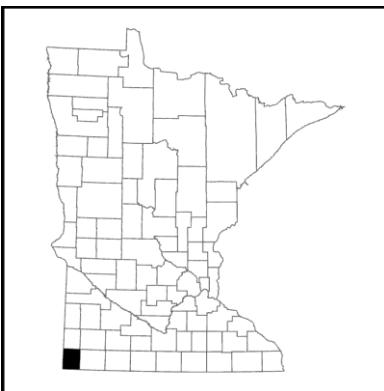
- **Recommendation (Communication):** Continue to maintain a high level of communication between partners to build upon the working relationships you have with them.
- **Recommendation (Succession Planning):** Consider development of a succession plan to ensure long-term success and stability of the organization.
- **Recommendation (Tracking):** Continue to gather and compile data about implementation actions your organization is working on.
- **Recommendation (Reflecting):** Spend time to compare work plan activities completed verses activities that were planned.
- **Recommendation (Sharing):** Remember to communicate regularly to the public and to your stakeholders about accomplishments you're making toward watershed management work.
- **Recommendation (Official Controls):** Look for ways to incorporate comprehensive watershed management plan priorities into your watershed district's official controls as part of your rule making process.

Action Items:

- Watershed district rules need to be updated.
- Data practice policy needs to be reviewed and updated.

Rock Soil and Water Conservation District and Land Management

Key Findings and Conclusions



Rock Soil and Water Conservation District and Land Management (RSWCDLM) are commended for their work in implementing core programs, the Wetlands Conservation Act, and for participating in planning and implementation activities in for the Missouri River comprehensive watershed management plan. The RSWCDLM is viewed favorably and looked to for their leadership by partners. Their ability to partner and work well with others aids in the planning and implementation of activities identified within their One Watershed, One Plans.

The RSWCDLM is commended for meeting all basic performance standards and all applicable high-performance standards.

Commendations

RSWCDLM is commended for:

- Job approvals reviewed and reported annually.
- Operational guidelines and policies exist and are current.
- Orientation and continued education plans are current for all staff.
- Annual work plan is developed and based on watershed and strategic plan priorities.
- Certified wetland delineator on staff.
- Competitive clean water fund grants have been received in the past two years.
- Water quality data is collected to track progress toward priority resource concerns and for priority waters.
- Communication pieces have been sent to targeted audiences in the last 12 months.
- Obtained stakeholder input in the last 12 months.
- Multiple partnerships are in place with LGUs.
- Water management ordinances are on county website.

Recommendations

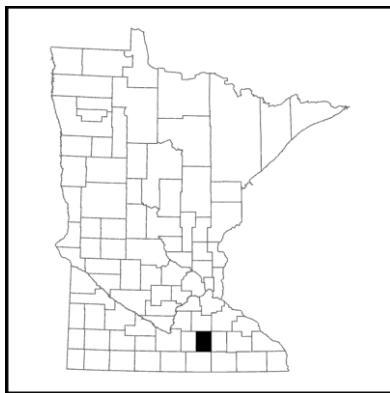
- **Recommendation (Communication):** Work to maintain a consistent level of communications between partners to build upon the strong working relationships you have with them.
- **Recommendation (Tracking):** Continue to gather and compile data about implementation efforts your organization is making toward comprehensive watershed management plans.
- **Recommendation (Reflecting):** Spend time with your watershed-based partners to compare work activities completed verses activities that were planned.
- **Recommendation (Sharing):** Remember to communicate regularly to public and stakeholders about accomplishments you're making toward watershed management work.
- **Recommendation (Official Controls):** Look for ways to incorporate comprehensive watershed management plan priorities into land use planning efforts, ordinances, and decisions.
- **Recommendation (Strategic Planning)** Consider updating your strategic plan to review and define your organizational goals and objectives.
- **Recommendation (Succession Planning)** Consider the development of a succession plan to ensure the long-term success and stability of your organization.

WCA Performance Standard Recommendations:

- Pursue additional training to fully certify staff.
- Update resolution designating staff decision making authority.
- Work with cities and towns to update delegation resolutions.
- Remember to send decision notices as required.
- Update notification form to include appeals process.
- Use appropriate forms to document TEP findings and discussions.

Action Items: There are no required actions.

Steele County and Steele Soil and Water Conservation District



Key Findings and Conclusions

Steele County Environmental Services (ES) and Steele Soil and Water Conservation District (SWCD) are commended for their work in implementing core programs, the Wetlands Conservation Act, and for participating in planning and implementation activities in four One Watershed, One Plans. These include Cedar-Wapsipinicon River, Greater Zumbro River, Cannon River and Le Sueur River comprehensive watershed management plans. The board and staff of both local governments are viewed favorably by their partners which aids in the planning and implementation of activities identified within their One Watershed, One Plans.

Steele ES is commended for meeting five of five applicable basic performance standards, including completion of all required reports on time, and for having current water management plans. In addition, Steele ES met seven of 13 high-performance standards.

Steele SWCD is commended for meeting 17 of 17 basic standards, including completion of all required reports on time, having a current watershed management plan, targeting state grant funds in high priority areas, and meeting all website requirements. In addition, Steele SWCD met 20 of 22 high-performance standards.

Commendations

Steele SWCD and Steele ES are commended for:

- Active partner/participant in at least one 1W1P planning or implementation process.
- Prioritized, targeted, and measurable criteria used for goals, objectives and actions.
- Water quality data and trend information collected for planning and measuring progress toward plan goals.
- Water management ordinances on county website.
- Coordination with state watershed-based initiatives.
- Communication piece sent within the last 12 months.
- Annual report presented to advisory committees on plan progress.
- Coordination with county board by supervisors or staff.
- Job approval authority reviewed and reported annually.
- Partnerships cooperating with neighboring LGUs on projects or tasks.

Recommendations

- **Joint Recommendation (Communication):** Work to maintain a consistent level of communications between partners to build upon the strong working relationships you have with them.
- **Joint Recommendation (Tracking):** Continue to gather and compile data about implementation efforts your organization is making toward comprehensive watershed management plans.
- **Joint Recommendation (Reflecting):** Spend time with your watershed-based partners to compare work activities completed versus activities that were planned.
- **Joint Recommendation (Sharing):** Remember to communicate regularly to public and stakeholders about accomplishments you're making toward watershed management work.
- **Recommendation Steele SWCD (Workload Assessment):** Conduct a workload analysis to determine staffing needs.
- **Recommendation Steele ES (Official Controls):** Look for ways to incorporate comprehensive watershed management plan priorities into land use planning efforts, ordinances, and decisions.

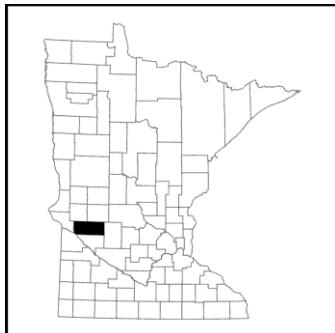
WCA Performance Standard Recommendations:

- Staff continue to attend regional wetland training when feasible.
- SWCD should consider succession planning to maintain effective future implementation of the WCA program.

- Review internal processes to ensure MS 15.99 requirements are met.
- Expand the use of formal documentation related to findings and decision made by the LGU and TEP.
- Continue to work with BWSR, DNR, and TEP on future WCA violations.

Action Items: There are no required actions.

Swift County and Swift Soil and Water Conservation District



Key Findings and Conclusions

Swift County Environmental Services (ES) and Swift Soil and Water Conservation District (SWCD) are commended for their work in implementing core programs, the Wetlands Conservation Act, and for participating in planning and implementation activities in their One Watershed, One Plans. These include the Pomme de Terre River, Upper Minnesota River, and Chippewa River comprehensive watershed management plans. The board and staff of both local governments are viewed favorably by and working well with their partners which aids in the planning and implementation of activities identified within their One Watershed, One Plans.

Swift County ES is commended for meeting seven of eight applicable basic performance standards, including completion of buffer strip reporting on time, having current local water management plans, and meeting all basic WCA performance standards. In addition, Swift ES met four of eight high-performance standards.

Swift SWCD is commended for meeting 12 of 12 basic standards, including meeting all WCA basic standards, submitting all required reports on time, targeting state grant funds in high priority areas, and meeting all website requirements. In addition, Swift SWCD met 20 of 22 high-performance standards.

Commendations

Swift SWCD and Swift ES are commended for:

- Active partner/participant in at least one 1W1P planning or implementation process.
- Prioritized, targeted, and measurable criteria used for goals, objectives and actions.
- Water management ordinances on county website.
- Coordination with state watershed-based initiatives.
- Communication piece sent within the last 12 months.
- Coordination with county board by supervisors or staff.
- Partnerships cooperating with neighboring LGUs on projects or tasks.

Recommendations

- **Joint Recommendation (Communication):** Work to maintain a consistent level of communications between partners to build upon the strong working relationships you have with them.
- **Joint Recommendation (Tracking):** Continue to gather and compile data about implementation efforts your organization is making toward comprehensive watershed management plans.
- **Joint Recommendation (Reflecting):** Spend time with your watershed-based partners to compare work activities completed versus activities that were planned.
- **Joint Recommendation (Sharing):** Remember to communicate regularly to public and stakeholders about accomplishments you're making toward watershed management work.
- **Recommendation Swift SWCD (Training Plans):** The district is encouraged to develop training plans for board and staff.
- **Recommendation Swift ES (Official Controls):** Look for ways to incorporate comprehensive watershed management plan priorities into land use planning efforts, ordinances, and decisions.

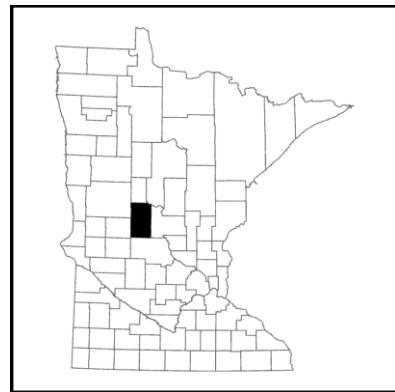
WCA Performance Standard Recommendations:

- Consider updating delegation resolution so all current staff have decision making authority.
- Consider fully certifying all staff involved in WCA.
- Consider attending trainings when available.
- Consider utilizing a tracking system to ensure MS 15.99 requirements are met.
- Include more details in enforcement files.
- Continue to maintain good communication with SWCD on all enforcement cases.
- Include SWCD TEP members on more WCA site visits and reviews.

Action Items:

- **Swift ES:** eLINK reports must be submitted on time as per grant agreement requirements.

Todd County and Todd Soil and Water Conservation District



Key Findings and Conclusions

Todd County Planning and Zoning (PZ) and Todd Soil and Water Conservation District (SWCD) are commended for their work in implementing core programs, the Wetlands Conservation Act, and for participating in planning and implementation activities in five One Watershed, One Plans. These include Long Prairie River, Sauk River, Mississippi River Brainerd, Leaf-Wing-Redeye River, and Crow Wing River comprehensive water management plans. The board and staff of both looked to as local leaders and both local governments are viewed favorably by their partners which aids in the planning and implementation of activities identified within their One Watershed, One Plans.

Todd County PZ is commended for meeting five of five applicable basic performance standards, including completion of all required reports on time, having current local water management plans, and meeting all applicable WCA standards. In addition, Todd PZ met 13 of 14 high-performance standards.

Todd SWCD is commended for meeting 17 of 17 basic standards, including completion of all required reports on time, having current local water management plans, targeting state grant funds in high priority areas, meeting all applicable WCA standards, and meeting all website requirements. In addition, Todd SWCD met 21 of 22 high-performance standards.

Commendations

Todd SWCD and Todd PZ are commended for:

- Active partner/participant in at least one 1W1P planning or implementation process.
- Prioritized, targeted, and measurable criteria used for goals, objectives and actions.
- Water management ordinances on county website.
- Coordination with state watershed-based initiatives.
- Communication piece sent within the last 12 months.
- Coordination with county board by supervisors or staff.
- Partnerships cooperating with neighboring LGUs on projects or tasks.
- Staff training plans in place.
- Receiving competitive clean water fund grants within the past two years.
- Completed strategic plan or self-assessment within the past five years.
- Water quality data collected to track progress for priority concerns and priority water bodies.
- Coordination with state watershed-based initiatives.

Recommendations

- **Joint Recommendation (Communication):** Work to maintain a consistent level of communications between partners to build upon the strong working relationships you have with them.
- **Joint Recommendation (Tracking):** Continue to gather and compile data about implementation efforts your organization is making toward comprehensive watershed management plans.
- **Joint Recommendation (Reflecting):** Spend time with your watershed-based partners to compare work activities completed versus activities that were planned.
- **Joint Recommendation (Sharing):** Remember to communicate regularly to public and stakeholders about accomplishments you're making toward watershed management work.
- **Recommendation Todd SWCD (Workload Assessment):** Conduct a workload analysis to determine staffing needs.
- **Recommendation Todd ES (Official Controls):** Look for ways to incorporate comprehensive watershed management plan priorities into land use planning efforts, ordinances, and decisions.

WCA Performance Standard Recommendations:

- Consider updating delegation resolution to clearly layout who is the WCA LGU.
- Update delegation resolution so current staff have decision making authority.
- Consider obtaining WCA authority through resolutions for all cities in the county.
- Consider utilizing some form of timeline tracking system to ensure MS 15.99 deadlines are met.
- Consider updating delegation resolution to clearly lay out enforcement delegation.
- Consider bolstering future restoration order findings with relevant wetland indicators.

Action Items: There are no required action items.

Appendix H

Performance Standards Checklists used in Organizational Assessments

Organizational Assessment- PRAP

Performance Standards

2024

COUNTY LOCAL WATER MANAGEMENT PERFORMANCE STANDARDS					
LGU Name: _____					
Performance Area	Performance Standard		Level of Review	Rating	
	■ Basic practice or statutory requirement	★ High Performance standard (see instructions for explanation of standards)		■ Annual Compliance	Yes, No, or Value
Administration	■ eLINK Grant Report(s): submitted on time		■		
	■ County has resolution assuming WCA responsibilities and delegation resolutions (if needed).		■		
	■ County has knowledgeable and trained staff to manage WCA program or secured a qualified delegate.		■		
	■ WCA Annual Reporting requirements met (if WCA LGU)		■		
	■ Drainage authority buffer strip report submitted on time		■		
	★ Public drainage records: meet modernization guidelines		■		
Planning	■ Local water mgmt. plan: current		■		
	★ Metro counties: groundwater plan up-to-date		■		
	★ Prioritized, Targeted & Measurable criteria are used for Goals, Objectives and Actions in local water management plan		■		
	★ Water quality trend data used for short- and long-range plan priorities		■		
Execution	■ WCA decisions and determinations are made in conformance with WCA requirements.		■		
	■ WCA TEP reviews and recommendations are appropriately coordinated.		■		
	★ Certified wetland delineator on staff or retainer		■		
	★ WCA Communication and Coordination		■		
	★ Water quality data collected to track outcomes for each priority concern		■		
	★ Water quality trends tracked for priority water bodies and/or groundwater		■		
Communication & Coordination	■ BWSR grant report(s) posted on county website		■		
	★ Communication piece sent within last 12 months: indicate target audience below		■		
	Communication Target Audience:				
	★ Obtain stakeholder input: within last 12 months		■		
	★ Partnerships: liaison with SWCDs/WDs and cooperative projects/tasks done (in addition to 1W1P)		■		
	★ Annual report to water plan advisory committee on plan progress		■		
	★ Track progress for I & E objectives in Plan		■		
	★ Coordination with state watershed-based initiatives		■		
	★ County local water plan on county website		■		
	★ Water management ordinances on county website		■		

SOIL AND WATER CONSERVATION DISTRICT PERFORMANCE STANDARDS

LGU Name:

Performance Area	Performance Standard	Level of Review	Rating	
			I Annual Compliance	Yes, No, or Value
			II BWSR Staff Review & Assessment (1/10 yrs.)	YES NO
Administration	■ Basic Practice or Statutory requirement			
	★ High Performance standard (See instructions for explanation of standards)			
	■ Financial statement: annual, on-time and complete			
	■ Financial audit: completed as required by statute (see guidance) or as per BWSR correspondence			
	■ eLINK Grant Report(s) submitted on-time			
	■ Data practices policy: exists and reviewed/updated within last 5 years		II	
	■ Personnel policy: exists and reviewed/updated within last 5 years		II	
	■ Technical professional appointed and serving on WCA TEP		II	
	■ SWCD has an adopting resolution assuming WCA responsibilities and appropriate decision delegation resolutions as warranted (If WCA LGU)		II	
	■ SWCD has knowledgeable and trained staff to manage WCA program (if WCA LGU)		II	
	■ WCA Annual Reporting requirements met (if WCA LGU)		II	
	★ Job approval authorities: reviewed and reported annually		II	
	★ Operational guidelines and policies exist and are current		II	
	★ Board training: orientation and continuing education plan and record for each board member		II	
Planning	★ Staff training: orientation and cont. ed. plan/record for each staff		II	
	■ Comprehensive Plan: updated within 5 years or current resolution adopting unexpired county Local Water Management Plan (LWMP)		I	
	★ Prioritized, Targeted and Measurable criteria used for Goals and Objectives in the LWMP as appropriate		II	
	★ Annual Plan of Work: based on comp plan, strategic plan priorities		II	
	★ SWCD is currently actively involved in at least one 1W1P		II	
	★ SWCD has received a competitive CWF grant in past 2 years		II	
	★ Strategic Plan or Self-Assessment completed within last 5 years		II	
	■ Are state grant funds spent in high priority problem areas		II	
	■ Total expenditures per year (over past 10 years)		II	see below
	■ Months of operating funds in reserve		II	
Execution	■ Replacement and restoration orders are prepared in conformance with WCA rules and requirements		II	
	■ WCA TEP member knowledgeable/trained in WCA technical aspects		II	
	■ WCA TEP member contributes to reviews, findings & recommendations		II	
	■ WCA decisions and determinations are made in conformance with all WCA requirements (If LGU)		II	
	■ WCA TEP reviews/recommendations appropriately coordinated (if LGU)		II	
	★ Certified wetland delineator: on staff or retainer		II	
	★ Effective WCA Coordination and Communication with other agencies and the public		II	
	★ Water quality data collected to track outcomes for each pr. concern		II	
	★ Water quality trends tracked for priority water bodies		II	
	■ Website contains all required content elements		I	
	★ Website contains additional content beyond minimum required		II	
Communication & Coordination	★ Coordination with state watershed-based initiatives		II	
	★ Communication piece sent within last 12 months, indicate target		II	
	Communication Target Audience			
	★ Outcome trends monitored and reported for key resources		II	
	★ Track progress on Information and Education objectives in Plan		II	
	★ Obtain stakeholder input: within last 12 months		II	
	★ Annual report communicates progress on water plan goals		II	
	★ Partnerships: cooperative projects/tasks with neighboring districts, counties, watershed districts, NGOs, or private businesses		II	
	★ Coordination with County Board by supervisors or staff		II	
	Year Expenditure			

METRO WATERSHED DISTRICT and WMO PERFORMANCE STANDARDS

LGU Name:

Performance Area	Performance Standard	Level of Review	Rating	
			YES	NO
Administration	★ High Performance standard	I Annual Compliance	Yes, No, or Value	
	■ Basic practice or statutory requirement (see instructions for explanation of standards)	II BWSR Staff Review & Assessment (1/10 yrs.)		
	■ Activity report: annual, on-time	I		
	■ Financial report & audit completed on time	I		
	■ Drainage authority buffer strip report submitted on time	I		
	■ eLINK Grant Report(s): submitted on time	I		
	■ Rules: date of last revision or review	II	mo./yr.	
	■ <u>Personnel policy</u> : exists and reviewed/updated within last 5 years	II		
	■ Data practices <u>policy</u> : exists and reviewed/updated within last 5 years	II		
	■ Manager appointments: current and reported	II		
	■ Consultant RFP: within 2 yrs. for professional services	II		
	■ <u>WD/WMO has resolution assuming WCA responsibilities and appropriate delegation resolutions as warranted (N/A if not LGU)</u>	II		
	■ <u>WD/WMO has knowledgeable & trained staff that manages WCA program or has secured qualified delegate. (N/A if not LGU)</u>	II		
	★ Administrator on staff	II		
	★ Board training: orientation and continuing education plan, record for each board member	II		
	★ Staff training: orientation and continuing education plan and record for each staff	II		
	★ Operational guidelines for fiscal procedures and conflicts of interest exist and current	II		
	★ Public drainage records: meet modernization guidelines	II		
Planning	■ Watershed management plan: <u>up-to-date</u>	I		
	■ City/twp. local water plans not yet approved	II		
	■ Capital Improvement Program: reviewed every 2 years	II		
	■ Maintains an active advisory committee during plan development	I		
	★ Strategic plan or self-assessment completed in last 5 years	II		
	★ Strategic plan identifies short-term priorities	II		
Execution	■ Engineer Reports: submitted for DNR & BWSR review	II		
	■ <u>WCA decisions and determinations are made in conformance with all WCA requirements. (if delegated WCA LGU)</u>	II		
	■ <u>WCA TEP reviews & recommendations appropriately coordinated. (if delegated WCA LGU)</u>	II		
	★ Certified wetland delineator on staff or retainer	II		
	■ Total expenditures per year (past 10 yrs.)	II	see below	
	★ Water quality trends tracked for key water bodies	II		
	★ Watershed hydrologic trends monitored / reported	II		
	■ Website: contains information as required by MR 8410.0150 Subpart 3a, i.e. as board meeting, contact information, water plan, etc.	II		
Communication & Coordination	★ Maintains a functioning advisory committee that meets a minimum of once per year	II		
	■ Communication piece: sent within last 12 months	II		
	Communication Target Audience:			
	★ Track progress for Information and Education objectives in Plan	II		
	★ Coordination with County Board, SWCD Board, City/Township officials	II		
	★ Partnerships: cooperative projects/tasks with neighboring organizations, such as counties, SWCDs, WDs, tribal governments, Non-Government Organizations	II		
	Year			
Expenditures				

GREATER MN WATERSHED DISTRICT PERFORMANCE STANDARDS

LGU Name:

Performance Area	Performance Standard		Level of Review		Rating	
	<input checked="" type="checkbox"/> High Performance standard <input checked="" type="checkbox"/> Basic practice or Statutory requirement <i>(see instructions for explanation of standards)</i>		I Annual Compliance	II BWSR Staff Review & Assessment (1/10 yrs.)	Yes, No, or Value	
					YES	NO
Administration	<input checked="" type="checkbox"/> Annual report: submitted on time		I			
	<input checked="" type="checkbox"/> Financial audit: completed on time		I			
	<input checked="" type="checkbox"/> Drainage authority buffer strip report submitted on time		I			
	<input checked="" type="checkbox"/> eLINK Grant Report(s): submitted on time		I			
	<input checked="" type="checkbox"/> Rules: date of last revision or review – Please enter month/year (i.e., 01/20)		II			
	<input checked="" type="checkbox"/> Personnel policy: exists and reviewed/updated within last 5 years		II			
	<input checked="" type="checkbox"/> Data practices policy: exists and reviewed/updated within last 5 years		II			
	<input checked="" type="checkbox"/> Manager appointments: current and reported		II			
	<input checked="" type="checkbox"/> WD has resolution assuming WCA responsibilities & appropriate delegation resolutions as warranted. <i>(N/A if not LGU)</i>		II			
	<input checked="" type="checkbox"/> WD has knowledgeable & trained staff that manages WCA program or has secured a qualified delegate. <i>(N/A if not WCA LGU)</i>		II			
	<input checked="" type="checkbox"/> Administrator on staff		II			
	<input checked="" type="checkbox"/> Board training: orientation and continuing education plan and record for board members		II			
	<input checked="" type="checkbox"/> Staff training: orientation and continuing education plan/record for each staff		II			
	<input checked="" type="checkbox"/> Operational guidelines exist and current		II			
	<input checked="" type="checkbox"/> Public drainage records: meet modernization guidelines		II			
	<input checked="" type="checkbox"/> Watershed management plan: up-to-date		I			
Planning	<input checked="" type="checkbox"/> Prioritized, Targeted, Measurable criteria used in WD Plan		II			
	<input checked="" type="checkbox"/> Strategic plan identifies short-term activities & budgets based on state and local watershed priorities		II			
	<input checked="" type="checkbox"/> Member of County Water Plan Advisory Committee(s)		II			
	<input checked="" type="checkbox"/> Engineer Reports: submitted for DNR & BWSR review		II			
Execution	<input checked="" type="checkbox"/> WCA decisions and determinations made in conformance with all WCA requirements. <i>(N/A if not LGU)</i>		II			
	<input checked="" type="checkbox"/> WCA TEP reviews/recommendations coordinated <i>(N/A if not LGU)</i>		II			
	<input checked="" type="checkbox"/> Certified wetland delineator on staff or retainer		II			
	<input checked="" type="checkbox"/> Total expenditures per year for past 10 years		II			attach
	<input checked="" type="checkbox"/> Water quality trends tracked for key water bodies		II			
	<input checked="" type="checkbox"/> Watershed hydrologic trends monitored / reported		II			
	<input checked="" type="checkbox"/> Functioning advisory committee: recommendations on projects, reports, maintains 2-way communication with Board		II			
Communication & Coordination	<input checked="" type="checkbox"/> Communication piece sent within last 12 months		II			
	<input checked="" type="checkbox"/> Website: contains annual report, financial statement, board members, contact info, grant report(s), watershed management plan, meeting notices, agendas & minutes, updated after each board meeting		II			
	<input checked="" type="checkbox"/> Obtain stakeholder input: within last 12 months		II			
	<input checked="" type="checkbox"/> Coordination with watershed based initiatives		II			
	<input checked="" type="checkbox"/> Track progress for I & E objectives in Plan		II			
	<input checked="" type="checkbox"/> Coordination with County Board, SWCD Board, City/Township officials		II			
	<input checked="" type="checkbox"/> Partnerships: cooperative projects/tasks with neighboring districts, counties, soil and water districts, non-governmental organizations		II			

Watershed-Based Performance Standards

Watershed Partnership Name:

Performance Area	Performance Standard	Level of Review	Rating		
			Yes, No, Unsure or N/A		
			YES	NO	Unsure or N/A
General Administration	High Performance standard	I			
	Best Standard/practice	II			
	Basic Requirement				
	Each participating member has adopted the comprehensive watershed management plan	I			
	Coordinator or lead staff person(s) identified for the partnership	II			
	Operational guidelines for fiscal procedures exist and are current	II			
	Financial Reports provided to Policy Committee on annual basis	II			
	eLINK Grant Report(s): submitted on time (annual or biannual if funds exceed \$500,000)	I			
	Assurance Measure 1: Prioritized, targeted, and measurable work is making progress toward achieving clean water goals	II			
	Assurance Measure 2: Programs, projects, and practices are being implemented in priority areas	II			
Policy Committee	Assurance Measure 3: Grant work is on-schedule and on-budget	II			
	Assurance Measure 4: Leverage of non-state funds	II			
	Project tracking system is used by watershed partnership to track all work that contributes to plan goals	II			
	Shared service opportunities are leveraged between partners	II			
	Conflict of interest policy exists and is reviewed/signed by the JPE or fiscal agent	II			
	The policy committee or board is involved in project funding discussions or decision making, as defined by an implementation agreement	II			
Advisory Committee	Committee membership is reviewed/updated annually	II			
	Training: Orientation on comprehensive watershed management plans is provided to new policy committee members	II			
	Training: efforts are made to inform on watershed related topics	II			
	Reviewed governing documents (bylaws, formal agreements) within the last 5 years (if applicable)	II			
	Technical advisory committee participates in plan development, implementation, and amendments	I			
	Advisory committee members meet at least once annually	II			
Steering Committee	Water quality, hydrologic, and monitoring trends are used to evaluate progress towards plan/resource goals	II			
	Technical advisory committee reviews members	II			
	Agency members provide updates on agency initiatives, projects, and other information related to the watershed	II			
	Water quality trends tracked for priority water bodies	II			
	Steering committee meets at least four times a year and reviews plan goals and actions	II			
	Staff has open (2-way) communication about comprehensive watershed management plan activities with policy committee and local boards/councils	II			

Communication & Coordination	★ Partnership annually reviews progress towards water quality goals identified in the CWMP	II			
	● Partnership website(s) contain board meeting information, partner contact information, committee membership, and annual annual reports – also prominently displays the Clean Water, Land, and Legacy Logo and a link to the Legislative Coordinating Commission website	I			
	● Partnership website(s) host a current copy of the plan and is maintained and updated regularly	I			
	■ Communication pieces sent that highlights work and program opportunities	II			
	■ Public education materials are watershed focused and reinforce high priority issues and actions to address plan goals	II			
	★ Watershed partners have developed new partnerships with partners outside of the planning/implementation partnership	II			

Appendix I 2025

Local Government Performance Awards and Recognition*

(Awarding agency listed in parentheses.)

SWCD Administrator Award (SWCD) Employee

(Board of Water and Soil Resources)

Holly Kovarik, District Administrator Pope Soil and Water Conservation District

SWCD Field Staff Award (SWCD) Employee

(Natural Resource Conservation Service)

Wes Drake, Becker SWCD and TSA NW Area 1

SWCD Outstanding SWCD (Supervisor) Award

(Minnesota Association of Soil and Water Conservation Districts)

Tom Schulz, Wadena SWCD

Soil and Water Conservation District of the Year

(Minnesota Association of Soil and Water Conservation Districts)

North St Louis Soil and Water Conservation District

Outstanding Administrator of the Year

(Minnesota Association of Watershed Administrators)

Tina Carstens, Ramsey-Washington Metro Watershed District

Outstanding Watershed District Employee

(Board of Water and Soil Resources)

Kendra Sommerfeld, Rice Creek Watershed District

Watershed District of the Year Award

(Department of Natural Resources)

Middle Fork Crow River WD

WD Project of the Year

(Minnesota Watersheds)

Minnehaha Creek and Arden Park Restoration, Minnehaha Creek WD

Watershed District Program of the Year:

(Minnesota Watersheds)

Homeowner Association Maintenance Support Program, Brown's Creek WD, Carnelian-Marie St. Croix, WD, Middle St Croix WMO, South Washington WD, Ramsey-Washington Metro WD, and Valley Branch WD.

County Conservation Awards

(Association of Minnesota Counties and Board of Water and Soil Resources)

Renville SWCD and Renville County Drainage Systems, County Ditch 59