Watershed Agricultural Program Guideline

3.1.10

WHOLE FARM PLAN (WFP) ANNUAL STATUS REVIEW (ASR)

The purpose is to provide a documented review of the Whole Farm Plan with each participant in the Watershed Agricultural Program (WAP). Program staff shall conduct a Basic, Comprehensive or a Verification Status Review each year on all participating farms.
These Basic and Comprehensive reviews will document the following, but not limited to:

1. Any changes on the farmstead and/or farming operations.

2. Changes in animal units and/or acreage owned or rented.

3. Any new environmental issues.

4. Status of BMP condition and need for Repair & Replacement.(R&R)

5. Operation and Maintenance (O&M) compliance issues.

6. Promotion of other WAC, WAP and other partnering agency programs

7. Collect data to evaluate farm ranking status

Identification of any of the above issues may trigger a WFP revision.

Basic Status Review
WAP Staff shall conduct a Basic Status Review (BSR) on all active participating farms every year, except those years when a comprehensive status review is conducted. Staff shall make every effort to meet with each participant in person on the farm to review their WFP.

Comprehensive Status Review
WAP staff at a minimum shall conduct a Comprehensive Status Review (CSR) every four years or whenever a comprehensive WFP revision is being developed. Staff shall conduct an onsite inspection of all installed BMPs, review all Operation and Maintenance Agreements, document any BMP maintenance issues and provide the participant with a written report with a timeline to correct any maintenance deficiencies. A CSR may be assigned by WAC/WAP management as deemed necessary at any time throughout the year.

Verification Status Review
Verifications (VSR) shall be completed annually on all inactive agricultural operations to confirm inactivity or to document actual farm activity status.

Completed status review data shall be entered into the WAC data base, "FAME" by WAP staff.

Approved: 7-10-2012
Related Guidelines, SOPs and documents;
      3.0.10.01, Performing Status Review SOP
      3.0.10.02, Status Review Admin Data Entry SOP