

## Part 504 – Project Installation

### Subpart D – Reports

#### 504.30 Introduction

The State Conservationist (STC) will ensure the Program Operations Information Tracking System (POINTS) and other databases to enter and maintain project information involving Watershed Surveys and Planning, Watershed Operations, and Watershed Rehabilitation Programs are used. Other databases include, but are not limited to, the following which may require data maintenance or are used for reference:

- (1) Cultural resources
- (2) Dams inventory
- (3) Cumulative total of obligated watershed construction funds (a running account)

#### 504.31 Annual Operation Budget Estimates

After fund request data are entered into POINTS, the STC must keep the information up to date so that accurate budget estimates and allocations can be prepared. As new projects that are approved or changes occur during the year, they should be added to the database. Factors to be included in developing the annual budget estimates and fund requests are all of the following:

- (1) The approval date for watershed project authorization
- (2) The schedule for installation of planned measures
- (3) The State’s program analysis and long-range plan
- (4) Business plan
- (5) The sponsoring local organization’s (SLO’s) progress in fulfilling its obligations
- (6) The SLO’s capability to proceed with installation

#### 504.32 Progress Summaries

Watershed Program status summaries will be made available from reports in POINTS and other databases residing in CPTAD. The reports will be utilized at the national and State level to inform Congress, project sponsors, and others about watershed project planning and implementation activities and program achievements. The planning, operational, and rehabilitation status of watershed projects (figure 504-D1) will be maintained in POINTS so that accurate reports can be prepared for projects in the various stages of planning and implementation.

**Figure 504-D1: Watershed Project Life Stages**

Project Life Stage	Description
Application	Request for assistance received from SLO and Form SF 424 submitted.

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<p><b>Planning</b></p>	<p><b>Active</b>—A watershed planning project is active when funding for planning is authorized from the Chief.</p> <p><b>New</b>—Planning project is new before being authorized by the Chief for planning. These watershed plans may be in the application stage.</p> <p><b>Complete</b>—The watershed project plan is complete when approved by the STC ensuring technical and policy adherence, and reviewed by the WSP Program manager for programmatic compliance.</p> <p><b>Terminated</b>—A planning project will be terminated when, after determining that there is no possibility of developing a feasible or acceptable project plan, either the SLO withdraws their application in writing or the STC terminates planning assistance.</p> <p><b>Deauthorized</b>—The planning authorization will be cancelled if the watershed plan is not in interagency review within the 5-year time period.</p>
<p><b>Operations</b></p>	<p><b>Active</b>— Funding is authorized and project is implemented as funding allows. The continued feasibility of a project is monitored and documented in the project files every 5 years in accordance with NEPA requirements in the Title 190, General Manual, Part 410. Factors to be considered in determining the continued feasibility are economic, environmental and social defensibility and the SLO commitment to continue the project. Modifications are prepared as necessary. Use of other program funds in lieu of Watershed Program funds to implement the plan is acceptable, provided the unfunded Federal commitment is reduced to account for other programs assistance.</p> <p><b>Inactive</b>—Activities to implement the project have temporarily ceased because of land use changes in the watershed, reduced local interest, sponsor’s capability to proceed with installation, and similar circumstances. Other program funds could be used in lieu of Watershed Program funds to implement the plan, but the amounts are not accounted for to reduce the unfunded Federal commitment in the Watershed Project. Opportunities exist for resumed activity when the STC and SLO agree and notification is provided to the CPTAD director.</p> <p><b>Installation Complete</b>—When all planned measures of the original plan, supplements or revisions are installed, and all LTCs have expired. Includes projects in which all measures have not been installed, but were supplemented out of the project plan in order to complete the project.</p> <p><b>Deauthorized</b>—When no LTC have been signed, no measures have been installed, no O&amp;M agreements are in effect, and there is no evidence that the project will be implemented.</p> <p><b>Project Life Complete</b>—When: all planned measures in the watershed project are implemented, and the evaluated life of the installed measures has ended.</p>
<p><b>Rehabilitation</b></p>	<p><b>In Planning</b>—When a watershed rehabilitation plan is being prepared, the plan is not yet authorized. Dam Status for this phase is “Active” when WF-07 funds have been requested for planning within 3 POINTS fund request years, and “Inactive” when funds have not been requested within 3 POINTS fund request years.</p> <p><b>In Implementation</b>—When the watershed rehabilitation plan is authorized for implementation by the Chief. Dam Status for this phase is “Active” when WF-07</p>

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	<p>funds have been requested for implementation within 3 POINTS fund request years, and “Inactive” when funds have not been requested within 3 POINTS fund request years.</p> <p><b>Plan Installed</b>—When all planned measures in the rehabilitation project have been installed or completed.</p> <p><b>Installed Without Federal Assistance</b>—When a plan has been prepared and the sponsor selected a rehabilitation alternative other than the Watershed Rehabilitation Program.</p>
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