**Department of Conservation**

**Resource Conservation District**

**Financial Assistance Program**

**Work Plan Narrative Form**

**RCD Name:**

1. Executive Summary:Include a description of the work for which the financial assistance is sought. Briefly highlight the major components of the work plan including a short description of the objective(s). Smaller efforts may have only one objective, while more complex efforts could have more.
2. Capacity Building: Describe how the RCD’s planned activities will build capacity to accomplish RCD long range work plan goals. Identify any of the REV activities described in Exhibit E or Bootstrap eligible activities that the RCD will use this funding to accomplish.
3. Benefits*:* Describe how these activities will benefit agricultural and natural resources in California, build the RCD’s operational functionality, and/or build the RCD’s technical capability. Provide an explanation of the public or private need for the work, including, but not limited to, any information demonstrating the urgency of these activities.
4. Performance Measures: Describe a performance measure for each objective. Performance measures should show how actions will directly benefit RCD capacity, agricultural, working lands, or other natural resources. A performance measure should not be a list of completed tasks. Performance measures should go beyond counting numbers of meetings held, numbers of attendees, numbers of mailings, etc.
5. Sustainability*:* Describe how this work will be sustained beyond the funding period.