

Maryland Association of Soil Conservation Districts



Program Evaluation Guide for the MidAtlantic Farm Credit Outstanding District Award for 2007

Soil Conservation District

Maryland Outstanding District Award for 2007

The Maryland Outstanding District Award emphasizes the concepts of planning for service, organizing to give service, and evaluating district services and activities. The Program Evaluation Guide is designed so your district can review its performance and self evaluate its activities based on the preset rating system. Listed alongside each activity is the points allocated to each activity. Each district should complete the questions and assign the score they believe is appropriate for their efforts. The judges may adjust these scores and will assign the scores for the evaluation of the district based on the judges review of the information provided.

Potential Score
District Assigned Score
Judges Score

DISTRICT OPERATIONS

6		
10		
6		
6		
6		

1. Reviewed its Long Range Program and revised as needed.
Date last reviewed _____ Date last revised _____.
2. Adopted an Annual Plan of Work. (Enclose copy showing year end status) Date adopted _____.
3. Held _____ meetings of the boards of supervisors.
4. Held _____ staff meetings.
5. Utilized the following committees to cover major areas of interest:

6		
6		
8		
10		
10		

6. Appointed _____ associate supervisors.
7. Has job descriptions for employees, district supervisors, associate supervisors. (Circle the ones you have.)
8. Training plans were in effect for all employees working in the district. _____ (#) employees took part in one or more training sessions.
9. Reviewed the district's Handbook that contains the district's policies, procedures and personnel policies. Date last reviewed _____ Date last revised _____.
10. Contacts with state legislators were as follows:

Potential Score	District Assigned Score	Judges Score
10		

II. Contacts with county elected officials were as follows:

EDUCATION AND OUTREACH

10		
10		
12		

12. An annual report was published and distributed. (Enclose copy)

13. _____ newsletters were published. (Enclose copies)

14. _____ tours and other outreach events (fairs, expos, etc.) were held for residents, agency people, personnel and elected officials. List events held:

10		
8		

15. A Cooperators Meeting was held on _____. (Date)

16. Soil Stewardship Week was observed as follows:

20		
5		
5		
5		
5		
5		
5		

17. Sponsored an Envirothon on _____. (Date) Number of teams competing _____.

18. Held a Conservation Poster Contest on _____. (Date)

19. Held a Conservation Coloring Contest on _____. (Date)

20. Submitted an application for the MASCD Attendance Award claiming _____ points.

21. Submitted an entry for the Conservation Education Teacher Award. Yes _____ No _____

22. Submitted an entry for the Conservation Education District Award. Yes _____ No _____

23. Selected an Outstanding Cooperator and nominated that cooperator for the MASCD Service Award—Outstanding Cooperator. Name _____.

