

10 Minute Supervisor Trainings



November 2024

Supervisor Quiz

This training has been designed in a quiz format. Questions are either True or False, Fill in the Blank, or Multiple Choice. If you find these questions easy, that's great. Keep up the good work! If you have trouble answering these questions, consider researching the Division of Conservation website for more information or feel free to recommend specific training topics to your field representative. Good luck!

1. When is the Annual Financial Report (AFR) due to the Division of Conservation?
 - a. April 1st
 - b. June 30th
 - c. July 1st
 - d. September 1st
2. Districts are required to have a regular audit every _____ years?
3. It is illegal to spend money that is not included in an approved budget? (T or F)
4. Annual Budget reviews/revisions are required how often?
 - a. Monthly
 - b. Quarterly
 - c. Annually
 - d. Only when necessary
5. Long Range Plans must be updated at least every _____ years?
6. The State Cost Share reimbursement rate is 75% of the estimated total cost of the project? (T or F)
7. How many monthly board meetings per year are required to satisfy the District in Good Standing Requirement?
 - a. 4
 - b. 6
 - c. 9
 - d. 12
8. Equipment revolving loans require ____/____ down in cash or trade in?
9. District employees are required to visit fiscal court yearly? (T or F)
10. Due to the cost of bonding insurance, only the maximum amount in the checking account is required to be covered by a bond? (T or F)

11. For a special called meeting, a notification is required to be posted how long in advance of the meeting?
 - a. 1 Hour
 - b. 24 Hours
 - c. 3 Business days
 - d. 1 Week
12. A conservation district's fiscal year begins on what date?
13. Which document, which includes information about district board meetings, is published in the newspaper with the greatest circulation in each county?
 - a. Annual Report
 - b. Long Range Plan
 - c. Annual Plan of Work
 - d. Legal Notice
14. How many conservation district board members constitute a quorum? _____
15. Supervisors serve 4-year terms? (T or F)
16. Meetings are considered special called meetings if this is different than what is published in the legal notice?
 - a. Time
 - b. Place
 - c. Date
 - d. All of the above
17. How many qualifying events are required to be eligible for incentive per diem?
18. Loans through the Equipment Revolving Loan program are made directly to contractors/individuals? (T or F)
19. Supervisor vacancy petitions require at least _____ signatures from registered voters in the county.
20. Supervisors can receive per diem or actual expenses, not both? (T or F)
21. The annual budget is due to the DOC by:
 - a. April 30th
 - b. June 30th
 - c. July 1st
 - d. September 1st
22. Except for filling vacancies, all supervisor terms begin on _____?
23. Supervisor's names will never appear on an election ballot? (T or F)
24. The Annual Report and the Annual Plan of Work are actually the same document with different names. (T or F)