

Date Received:

Control No:

Field Office Checklist and TSP Certification Sample Plan Review

Conservation Activity Plan – Grazing Management Plan Practice Activity Code (110) (Refer to National Bulletin 450-12-2 for a complete listing of CAP Criteria)

Purpose: The purpose of the checklist is to provide guidance for elements that need to be addressed or included in the Conservation Activity Plan (CAP). This checklist is designed for use by NRCS staff and Technical Service Providers. NRCS staff should use the checklist for technical review of the sample plans submitted as part of the certification process as well as for administrative review upon completion of all other plans submitted. It is the TSP's responsibility to follow the CAP Plan Development Criteria for specific elements and the detail of each element to be included in the plan.

Instructions: The checklist should be completed and submitted with the sample plan or the hardcopy of the client's plan as described below:

- **Prospective TSP's** should submit the completed checklist and sample plan by mail or email (complete plans should be sent as a single electronic file for example pdf, word or scanned file) to the appropriate State TSP Coordinator for technical review to become a certified TSP. A list of State TSP Coordinators can be found at: http://www.nrcs.usda.gov/wps/portal/nrcs/detail/national/programs/technical/tsp/?cid=s_telpdb1043101.
- **Certified TSP's** should submit the completed checklist, hardcopy and electronic copy of the client's plan to the local NRCS Field Office or appropriate State TSP Coordinator for administrative review.
- **NRCS Staff** should complete the checklist for administrative review and place the completed checklist in the client's file. Administrative review involves a review of the content of the plan to ensure all required elements are present, but does not involve technical review for correctness. (Please Note: If technical review is needed, the completed checklist and client plan should be forwarded to the appropriate State Office staff or NHQ for technical review.)

Please Note: Should a State not have the technical specialist to conduct the technical review, requests can be submitted (by the State Office) to NHQ for review. For NHQ review please submit the complete plan and checklist by mail or email to the TSP Team. See below for address information.

Grazing Management Plan

State/County:	Date Plan Submitted:
Producer/Owner:	Technical Service Provider:
<p>A Grazing Management Plan is a site specific conservation plan developed for a client which addresses one or more resource concerns on land where grazing related activities or practices will be planned and applied.</p> <p>Technical Guidance, Criteria, and Content for the Grazing Management Plan is found at the URL: eDirectives http://directives.sc.egov.usda.gov/ . Navigate to: Handbooks Title 190 Ecological Sciences, Part 610 – National Range and Pasture Handbook.</p> <p>Minimum components of a Grazing Management Plan shall include:</p>	

1.	Background and Site Information:
<input type="checkbox"/>	<ul style="list-style-type: none"> a. Landowner information – name, address, operation, size; b. Location and plan map of parcel.
2.	Identify client objectives such as:
<input type="checkbox"/>	<ul style="list-style-type: none"> a. Forage yield, quality, diversity, and persistence; b. Meet livestock nutritional needs; c. Maximize browse, forage and roughage pasture yields; d. Improve cost efficiency; e. Maintain or improve wildlife habitat; f. Maintain or improve water quality; g. Prevent or reduce erosion; h. Pollinator habitat and pollinator protection; i. Others as appropriate.
3.	Existing conditions:
<input type="checkbox"/>	<ul style="list-style-type: none"> a. Consult Ecological Site Description as reference condition; b. Vegetative species, diversity, and condition by land use, ecological site and forage suitability group; c. Animal types, (breed and species including wildlife) and number; d. Acres available; e. Waste handling and storage; f. Watering system; g. Fencing; h. Documentation of existing practices/history/grazing records; i. Current forage and roughage conditions; j. Current animal demand/forage balance (livestock and wildlife); k. All resource concerns (not meeting Quality Criteria).
4.	Desired Future Conditions:
<input type="checkbox"/>	<ul style="list-style-type: none"> a. Record keeping; b. Monitoring plan; c. O&M for practices; d. Nutrient Management as applicable; e. Fencing; f. Animal demand/forage/roughage balance;

	g. Adequate water source(s); h. Plant species composition.
5.	Grazing Land Planning Documentation:
<input type="checkbox"/>	a. Conservation plan map-scale, north arrow, planned and existing boundaries, fields, paddocks, watering systems, fence, land use, appropriate map symbols, identification of forage suitability groups and/or ecological sites by field; b. Grazing distribution and key grazing sites and species; c. Soils map-legend, interpretations, forage suitability index for grazing activities, ecological site descriptions; d. Resource concerns addressed by the conservation plan; e. Contingency plans for winter, drought, fire, flood mud, mortality, bio-security, etc; f. Planned animal demand/forage balance (livestock and wildlife); g. Conservation plan to include: Planned practice (s), schedule for implementation, appropriate site specific specifications and/or job sheet for each practice.
6.	Deliverables:
<input type="checkbox"/>	a. Complete hardcopy for the client; b. Complete hardcopy and electronic copy of the client's plan for NRCS: <ol style="list-style-type: none"> 1. Digital Conservation Plan Map with fields, features and structural practices located; 2. Digital Soils Map. <p>Optional-Use of the Plan Template developed for this CAP is optional, but recommended. If the Conservation Plug-In/CPanner is used for plan development and Conservation Plan Map, Soils Map and planned/structural practices are developed from use of this program, these do not need to be included again in Plan Template.</p>

Yes	No	Checklist Approval
<input type="checkbox"/>	<input type="checkbox"/>	I have administratively reviewed this Grazing Management Plan and it meets all the criteria of the Conservation Activity Plan 110 in accordance with Section 2508 of the Food, Conservation and Energy Act of 2008.
NRCS Representative Name and Title (print or type):		
NRCS Representative Signature		Date:
Notes (If "No" is checked, include reasons for denial, comments, missing items that need to be added, etc.):		

Email: tsp@wdc.usda.gov.

Mailing Address: **Technical Service Provider Team**
USDA - Natural Resources Conservation Service
1400 Independence Ave SW, Room 6016
Washington, DC 20250