

Date Received:

Control No:

**Conservation Activity Plan – Nutrient Management Plan
 Practice Activity Code (104)**

Field Office Checklist and TSP Certification Plan Review

Purpose: The purpose of this checklist is to provide guidance for components that need to be addressed or included in a Nutrient Management Plan. This checklist is designed for use by NRCS staff as well as Technical Service Providers. Please refer to CAP Development Criteria for specific elements to be addressed.

Instructions: Mark a check in the box if the entire component is found to be adequate. For components found to be inadequate, leave the box blank and enter a remark describing the deficiency in the space provided at the end of the checklist. Notify the TSP of the deficiencies with a copy of the checklist.

| Nutrient Management Plan | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| State/County: | Date Plan Submitted: |
| Producer/Owner: | Technical Service Provider: |
| <p>A Nutrient Management Plan (NMP) is a document of record of how nutrients will be managed for plant production. The plan is designed to help the producer with implementation and maintenance activities associated with the plan.</p> <p>Technical Guidance, Criteria, and Content for the NMP are found at the URL: eDirectives http://directives.sc.egov.usda.gov/. Navigate to: General Manual Title 190 Part 402 – Nutrient Management.</p> | |

| Minimum components of a NMP will include the following: | |
|---------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Background and site information |
| <input type="checkbox"/> | <ul style="list-style-type: none"> a. Name of owner/operator; b. Farm location, mailing address and operator phone; c. Soil Map Units; d. Conservation plan map; e. Field names and/or codes including acres; f. List of crops grown on the parcel; g. Description of concerns related to water quality, soil erosion (wind & water) or other local concerns |

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|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2. | Land Treatment: On all fields where nutrients are applied |
| <input type="checkbox"/> | <ol style="list-style-type: none"> 1. GIS Map(s) documenting fields and conservation practices including: <ol style="list-style-type: none"> a. Aerial maps and soil maps of land application area; b. Fields delineated to show setbacks, buffers, conservation practices planned, etc.; c. Identification of sensitive areas such as sinkholes, streams, wells, water sources, etc. |
| <input type="checkbox"/> | <ol style="list-style-type: none"> 2. Land treatment conservation practices planned or applied including: <ol style="list-style-type: none"> a. Practice narrative, O&M, design specifications, job sheets, etc.; b. Recommended conservation practices on adjacent fields; c. Any additional resource concerns addressed for erosion, water quality and air quality |
| 3. | Nutrient Management: Must meet technical criteria for NM Practice Standard (590) |
| <input type="checkbox"/> | <ol style="list-style-type: none"> 1. Soil test data, 2. Manure analysis and nutrient content from bio-solids, if applicable to the operation; 3. Field information (field names, total acres and spreadable acres); 4. Planned management and engineering practices (when, where and how practice will be applied); 5. Planned crops and nutrient recommendations for all sources; 6. Manure application planning calendar, if applicable to the operation; 7. Planned nutrient applications; 8. Farm/Field Nutrient Balance; 9. Manure/Fertilizer annual summary |

| Yes | No | Checklist Approval |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | I have reviewed this Nutrient Management Plan (NMP) and it meets all the criteria of the Conservation Activity Plan 104 in accordance with NRCS-Michigan Field Office Technical Guide, Section III. |
| NRCS Representative Name and Title (print or type): | | |
| NRCS Representative Signature: | | Date: |
| <p><u>Notes:</u> If the plan is inadequate, include a description of all deficiencies, including missing items that need to be added, and other corrective actions as needed. Use additional page(s) as needed.</p> | | |

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Certified TSPs: Submit the completed Grazing Mgt Plan to the local NRCS Field Office servicing the client.

To locate the NRCS Field Office visit:

<http://www.mi.nrcs.usda.gov/contact/Field%20Offices.html>

NOTE: If this is for initial TSP Certification, submit the Plan directly to the NRCS State Resource Conservationist.

NRCS Reviewers: Submit a copy of the completed checklist to the State Resource Conservationist & maintain a copy in the case file for contract documentation.

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