

Exhibit 2

Conservation Plan Check List*

Client Name: _____

Planner: _____

County: _____

Assistance Notes :(should reflect adequate planner communication and involvement of client in the planning process)

- ___ Principal client(s) and decision-making authority recorded
- ___ Operation and Location described
- ___ Client's Objectives recorded
- ___ Client's statement of problems, concerns, and opportunities clearly recorded
- ___ Description of benchmark system(s), including existing practices, and effects, and/or functionality.
- ___ SWAPA + H resource concerns identified (utilizing quality criteria eFOTG, Sec. III)
- ___ Alternative(s) chosen meet quality criteria for resource concerns and client objectives
- ___ Documentation of RMS alternative(s) presented to client
- ___ Client decisions recorded
- ___ Utilities, easements, constraints and determinations recorded, as applicable
- ___ Documentation that O&M for planned practices discussed with client during planning process

Plan Items:

- ___ Conservation Plan with narratives
- ___ CPO (Conservation Plan of Operations) / contract
- ___ Conservation plan maps with: date prepared, land unit ID, scale, location, north arrow, property boundaries, field boundaries, field labels including NRCS land use and acres
- ___ Soils Maps and legend
- ___ CPA 52 (EE) **
- ___ Cultural Resources (CR-1)**
- ___ Correspondence from Cultural Resources Specialist documenting completion of cultural resources review (for CR-1s that must be sent)

(180-GM, Amend ME-14, April, 2006)

Exhibit 2 (cont)

Supporting forms and worksheets for inventory and evaluation, as applicable:

- Preliminary trip reports conducted by state technical and/or engineering staff
- Structure sizing and/or cost estimate planning calculations documented for planned practices
- RUSLE2
- WIN-PST
- Pasture Condition Scoresheet

- ArcMap environmental screening completed ME-ECS-1 and applicable MNAP, IF&W and or federal consult as appropriate

- Wildlife Habitat Evaluation Procedure (WHEP) worksheet(s)
- Design Job sheets (and "As-Built" documentation as it becomes available)

- Conservation Practices Planned or reviewed by individual with "Job approval" Permits

- "Before and After" practice photography documentation as it becomes available

- Signed and dated "Rare, Declining, Imperiled and High-Value Fish and Wildlife Habitat and your "Conservation Project" information sheet.

Other Supporting Components / Documents (as applicable):

- Comprehensive Nutrient Management Plan and/or Nutrient Management Plan
- Prescribed Grazing Plan
- Pest Management Plan
- Transition to Organic Plan
- Irrigation Water Management Plan
- Forest Stewardship Plan

Notes:

Checklist completed by: _____ Date: _____

*Note: If any supporting information on this checklist is located in a separate case file or in Toolkit, indicate where it can be found.

**CR - 1 Worksheets and completion correspondence must be completed prior to CPA 52. CPA-52 must be completed prior to signing conservation plans and contracts.