



Natural Resources Conservation Service
210 Walnut Street, Room 693
Des Moines, IA 50309-2180

October 4, 2011

IOWA BULLETIN NO. IA180-12-1

SUBJECT: CPA – CONSERVATION PLANNING FOR NEW EMPLOYEES

ACTION DUE BY: OCTOBER 14, 2011

PURPOSE: To provide information on Conservation Planning for Part II training.

EXPIRATION DATE: September 30, 2013

Conservation Planning for New Employees training will be held at the Marshall County Conservation Board Nature Center at the Grimes Farm, Marshalltown, Iowa, November 14 – 18, 2011. The emphasis of this training will be on the Natural Resources Conservation Service (NRCS) Planning Process, Steps 1 – 9 and development of a Resource Management System Plan. The class involves significant field time. Participants are to come prepared for all weather conditions. We will be outside rain or shine.

Employees whose official duty station is greater than 35 miles from the training site will be authorized for overnight travel. Each employee is responsible for seeing that their travel authorization is completed in GovTrip. Participants on per diem are encouraged to stay at the AmericInn, 115 Iowa Avenue West, in Marshalltown. Participants need to call to guarantee their room reservation before October 14, 2011. Please call 800/634-3444 to reserve within the group block name: USDA NRCS.

Following is the list of participants:

Name	Title	Area Office
Asche, Adam	SC	A3
Baxter, Nichole	SC	A4
Boersma, Justin	SC	A3
Delperdang, Mark	SC	A5
Dobrovlny, Cynthia	SCT	A4
Forney, Lucas	SCT	A4
Giombi, Holly	SC	A4
Grimm, Hanah	SC	A3
Herbert, Spencer	SC	A1
Lohafer, Andrea	SC	A1
Mack, David	SC	A3

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Name	Title	Area Office
Milliren, Julia	SCT	A3
Mohn, Daniel	SCT	A3
Phillips, Sandra	SCT	A4
Sandeen, Rhonda	SCT	A5
Schmeiser, Dale	SCT	A5
Seago, Jeff	SC	A4
Shea, John	SCT	A1
Spire, Seth	SC	A5
Tackett, David	SCT	A4
Tappan, James	SC	A3
Thole, Michelle	SC	A5
Wilk, Jesse	SCT	A5
Wordlaw, Randall	SC	A4

The course is full and no more students will be accepted to attend.

Prerequisites:

Each participant listed to attend shall complete Modules 1-5 of the NRCS Conservation Planning Course prior to their arrival on November 14, 2011. Modules 1-5 are accessible at <http://www.nedc.nrcs.usda.gov/catalog/consplan.html>. Once at the site, follow the procedures for Enrollment for Conservation Planning Part 1. Complete the test at the end of the modules. **All participants must bring their certificate of completion to turn in on the first day of training, Monday, November 14, 2011.**

Discuss the course objectives with your supervisor. You will benefit in direct proportion to what you put into the training session. A certificate will be presented to each participant upon completion of the course and any required follow-up activities.

Each participant should bring the following:

- Clothing suitable for inclement weather field work, including rainwear, boots, hats, etc.
- Calculator.
- Survey flags.
- Hand level or clinometers.
- Pens and pencils.
- Survey rod.
- Camline (or other 50' to 100' measuring tape).

If you have an emergency and cannot attend, please notify Tara Kinyon-Anderson at 515/323-2231, or tara.kinyon-anderson@ia.usda.gov.

People requiring accommodations, including sign language interpreters, should contact Chris Knudsen at 515/323-4587, or christopher.knudson@ia.usda.gov by November 11, 2011.

/s/Richard Sims
State Conservationist

Attachments