



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

May 20, 2010

IOWA INSTRUCTION 440-384 – MEMORANDUM FOR THE RECORD – DAMAGE  
DOCUMENTATION FOR EWP PROGRAM ELIGIBILITY

IA384.0 PURPOSE

This Iowa Instruction provides the standard operations procedures (SOP) for documentation of damage for the Emergency Watershed Protection (EWP) Program eligibility.

IA384.1 SCOPE

These instructions will be followed by all NRCS employees.

IA384.2 FILING INSTRUCTIONS

This Iowa Instruction will be posted on the Iowa NRCS Employee Website, which can be accessed at <http://www.ia.nrcs.usda.gov/intranet/> under the Iowa NRCS eDirectives System section.

IA384.3 EXHIBITS

See the attachment.

/s/Richard Sims  
State Conservationist

Attachment

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(IA Instruction 440-384 First Edition – May 2010)

*Helping People Help the Land*

An Equal Opportunity Provider and Employer

IOWA INSTRUCTION 440-384 – MEMORANDUM FOR THE RECORD – DAMAGE DOCUMENTATION  
FOR EWP PROGRAM ELIGIBILITY

1. PURPOSE:

This Iowa Instruction provides the standard operations procedures (SOP) for documentation on damage for the Emergency Watershed Protection (EWP) Program eligibility.

2. BACKGROUND:

From Circular 2 (Emergency Watershed Protection Program-Flood Plain Easement Manual), as part of the eligibility requirement for enrollment in EWPP-FPE, the land must have been **damaged** by flooding at least twice within the previous 10 years or at least once in the last 12 months. On all 2008 EWP applications selected for funding, documentation of the damage which occurred by flooding. See the attached Memorandum for the Record (MFR).

3. PROCESS:

The attached Memorandum for the Record - Damage Documentation for EWP Eligibility should be filled out with the appropriate information and placed in the six-part folder where the eligibility information is kept. This will be completed on all 2008 EWP applications selected for funding under the all funding sources. A copy of the completed MFR shall be sent to the Iowa Easements Programs Team in the State Office.

Approved By:

/s/Richard Sims  
State Conservationist  
Natural Resources Conservation Service  
210 Walnut Street, Room 693  
Des Moines, IA 50309-2180

Date:

May 20, 2010

IOWA INSTRUCTION 440-384 – MEMORANDUM FOR THE RECORD – DAMAGE DOCUMENTATION  
FOR EWP ELIGIBILITY

**Memorandum for the Record – Damage Documentation for EWP Eligibility**

\_\_\_\_\_  
EWP Contract Number

\_\_\_\_\_  
EWP Application Landowner Name

From Circular 2 (Emergency Watershed Protection Program-Flood Plain Easement Manual), as part of the eligibility requirement for enrollment in EWPP-FPE, the land must have been ***damaged*** by flooding at least twice within the previous 10 years or at least once in the last 12 months. On all 2008 EWP applications selected for funding, documentation of the damage which occurred by flooding is of the following nature:

Please place an "X" in the blank next to the applicable statement(s).

Application claimed farmland/levee damage points on the EWP Ranking Worksheet.

Scour or deposition damages are 1% to <35% of the average value of medium value for the respective crop reporting region where offered acres are located.

Other: Please describe the other damage not listed above in detail.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Photos attached for further documentation of damage.

NRCS Representative certifying EWP application meets eligibility requirements

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Position Title

\_\_\_\_\_  
Signature of NRCS Certifying Representative

\_\_\_\_\_  
Date