

STATEMENT OF WORK Nutrient Management (590) Minnesota

These deliverables apply to nutrient management. The Statement of Work for Comprehensive Nutrient Management Plans (CNMP) must also be consulted when developing a CNMP. Minn. NRCS Conservation Practice Standard Nutrient Management (*Code 590*) and Minn. NRCS Amendment 19 (Nutrient Management Planning Policies) to the National Planning Procedures Handbook should also be consulted for additional detail.

DESIGN (Plan)

Minnesota NRCS uses three nutrient management plan types: a 1st year EQIP Nutrient Management Activities Schedule; an initial baseline (also referred to as strategic or long range) plan completed by the end of 1st year EQIP nutrient management; and subsequent annual plans.

Deliverables:

- 1) **Design documents** demonstrating that planned nutrient management is compatible with criteria in NRCS practice standard 590 including information, evaluations and computations used to develop plans and specifications. Most design documentation is appended to Baseline Plans. Design documents include:
 - **Information:**
 - a) List of required permits, if any, to be obtained by the client
 - b) Crops, rotations, yields and soil test information (*Minn. NRCS form MN-CPA-41 or equivalent*)
 - c) Livestock operation and manure storage and handling system including animal type, animal count; average weight and length of confinement for each production phase. (*Minn. NRCS form MN-CPA-42 or equivalent*)
 - d) Existing nutrient management practices (*Minn. NRCS form MN-CPA-43 or equivalent*)
 - e) Soil and manure test reports from Minnesota Department of Agriculture certified labs.
 - f) Soil Survey maps and legends
 - **Computations, calculations and evaluations:**
 - a) Realistic yield goals
 - b) Annual manure and wastewater production (volumes); amount of manure nutrients available to crops for spreading; and acres needed to apply this manure at Total N and P₂O₅ based rates
 - c) Manure spreader calibration worksheets
 - d) Field specific soil loss estimates
 - e) Nitrogen and Phosphorus transport risk assessments when appropriate
 - f) Nutrient budgets for nitrogen, phosphorus, and potassium that compare University of Minnesota recommendations to planned nutrient application rates.
- 2) **Written plans and specifications** provided to the client adequately describing NRCS nutrient management and permit requirements. Plan formats should be consistent with or equivalent to the following NRCS-Minnesota plan formats:
 - *Job sheet 590b (1st Year EQIP Nutrient Management Activities Schedule)*
 - *Applicable NRCS Baseline Plan (Comprehensive Nutrient Management Plan; Baseline Nutrient Management Plan for Livestock Operations; or Strategic Nutrient Management Plan for Non-Livestock Operations.*
 - *Annual Plans (NRCS-Mn.Forms MN-CPA-023 and/or MN-CPA-38)*

Plans & specifications include:

- **Brief description of the operation that recommendations were developed for**
 - a) Name, phone number, and address of the individual the plan was prepared for (*all plans*)
 - b) Client objectives; plan purpose and plan preparation date (*all plans*)
 - c) Maps or photos of the operation identifying individual fields and marked setbacks and environmentally sensitive areas on or near the fields. The maps should identify fields receiving nutrients sometime during the rotation for baseline plans and fields to receive nutrients in a specific year for annual plans. Fields should have unique names or identification codes and also be identified by land use (e.g. cropland, pastureland) (*baseline and annual plans*)
 - d) Existing and planned livestock; manure and organic by-product storage and handling facilities and procedures; crops, rotations, and realistic yield goals; annual nutrients generated by livestock; and acres needed to apply manure and N and P based rates (*baseline plans*)
- **Planned Practices (*baseline plans*)**
 - a) Recommended sensitive area practices including soil and water conservation practices

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- b) Operation, maintenance and safety procedures specific to the production site and practices
- c) Recordkeeping guidance and templates (implementation records maintained by the producer or agent)
- **Planned Nutrient and soil amendment application rates, methods, and timing of application in balance with the nutrient budget** (*baseline and annual plans*)
- 3) **Certification** that the design (plan) meets practice standard criteria and complies with applicable laws and regulations
- 4) **Deliver plans to client in a timely manner**
 - Job sheet 590b(1st Year EQIP nutrient mgmt. Activities Schedule) prior to scheduled activities (o/a Oct. 1 or Mar. 1)
 - Baseline Plan (o/a by the following Sept. 15)
 - Subsequent annual nutrient management plans prior to nutrient applications (o/a Oct.1 or April 1).

INSTALLATION (Plan Implementation)

Deliverables

- 1) **Pre-implementation conference** with client to discuss the respective plan including reviewing:
 - Soil and manure sampling and analyses; equipment calibration and recordkeeping
 - Installation guidance as needed particularly related to uniformity of manure applications
 - Location of and management practices for sensitive areas
 - Verification that client has obtained permits, if required for installation
 - Compliance issues with all federal, state, tribal, and local laws, regulations and NRCS policies during installation.
- 2) **Design modifications** during installation (as required).
- 3) **Assist client in developing Records of Implementation**
 - Location of fields and extent of practice applied (acres).
 - Crops produced, planting and harvest dates, and yields; Nutrient applications including nutrient sources, rates, application dates, application methods and analysis of nutrients applied.
 - Recurring soil tests and other tests (e.g. manure, plant tissue, and water) used to implement the plan.
 - Records of recurring review of the plan including the dates of review, individual performing the review, and recommendations that resulted from the review.

CHECKOUT

Deliverables

- Assist client in certifying to NRCS o/a August 31** that nutrient management activities meet NRCS standards, specifications and program requirements and are in compliance with regulations and permits.
- *Carefully review program requirements specific to the year of contract approval and check to see if the client is submitting all information requested by NRCS as part of the payment process.*
 - TSP signature on 590b for 1st year EQIP nutrient management
 - TSP signature on MN-CPA-046 or equivalent for remaining years of EQIP funded nutrient management

REFERENCES

- NRCS Field Office Technical Guide (eFOTG), Section IV, Minnesota Conservation Practice Standards – Nutrient Management, (Code 590) and Waste Utilization (Code 633)
- NRCS National Planning Procedures Handbook (NPPH), CNMP Technical Guidance Document
- NRCS Minnesota Amendment MN19 to NPPH, Nutrient Management Planning Policies
- NRCS Minnesota Form MN-ECS-15, Nutrient Management Plan Quick Checklist and Required NRCS Nutrient Management Plan Documentation
- NRCS General Manual Title 450, Part 401.03 (Technical Guides, Policy and Responsibilities) and Title 190, Part 402 (Ecological Sciences, Nutrient Management, Policy)

The above references plus forms and templates are available on the NRCS-Minnesota home page at:

<http://www.mn.nrcs.usda.gov/technical/ecs/nutrient/nutrient.html>

- NRCS Agricultural Waste Management Field Handbook, Chapter 4 – Agricultural Waste Characteristics
- NRCS National Agronomy Manual (NAM) Section 503