



Natural Resources Conservation Service
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July 30, 2012

KANSAS BULLETIN NO. KS300-12-56

SUBJECT: LTP–Local Work Group Process

Action required by: August 31, 2012 (Field Offices [FOs])
September 5, 2012 (Area Offices [AOs])

Purpose. To provide guidance and materials on the local work group process for preparing for fiscal year (FY) 2013 program input

Expiration Date. September 30, 2013

Local work groups (LWGs) are subcommittees of the Kansas Technical Committee (KTC) and provide recommendations to the Natural Resources Conservation Service (NRCS) on local and state natural resource priorities and criteria for conservation activities and programs. Per Title 440, Conservation Programs Manual (CPM), Part 501, Subpart B, Section 501.11, it is the responsibility of the LWGs to:

- Ensure that a conservation needs assessment is developed using community stakeholder input.
- Utilize the conservation needs assessment to help identify program funding needs and conservation practices.
- Identify priority resource concerns and identify, as appropriate, high-priority areas needing assistance.
- Recommend the NRCS conservation program application and funding criteria, eligible practices (including limits on practice payments or units), and payment rates.
 - The state conservationist (STC) and the KTC are looking for:
 - Recommendations on payment percentages.
 - Whether ranking criteria used is acceptable and the quality applications are getting funded.
 - Whether the eligible practice lists are meeting the needs of the resource concerns of the state, and is there a need to eliminate or add resource concerns and/or eligible practices?

(more)

DIST: A, F, S, Franklin, C. Nelson

- Participate in multicounty coordination where program funding and priority area proposals cross county boundaries.
- Assist the NRCS and the conservation district with public outreach and information efforts and identify educational and producers' training needs.
- Recommend state and national program policy to the KTC based on resource data.
- Utilize the conservation needs assessment to identify priority resource concerns that can be addressed by the NRCS programs.
- Forward recommendations to the NRCS designated conservationist.
- Adhere to standard operation procedures identified in Title 440, CPM, Part 501, Subpart B, Section 501.14.

Minutes of LWG meetings shall be sent to the respective assistant state conservationist for field operations (ASTC-FO) by **August 31, 2012**. The ASTC-FO shall review the minutes and compile all pertinent recommendations and forward to the STC and Joni` Y. Franklin, Resource Conservationist, NRCS, Salina, Kansas, for review with the KTC by **September 5, 2012**.

Attached for your use are examples of a sample notice for LWG meeting (Attachment 1), a sample meeting letter to send to LWG members (Attachment 2), and a sample PowerPoint presentation to use at the LWG (Attachment 3).

Contact: Forward questions and concerns to Gaye L. Benfer, Assistant State Conservationist for Programs, at (785) 823-4569 or gaye.benfer@ks.usda.gov.

(Signed)

ERIC B. BANKS
State Conservationist

Attachments