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December 12, 2011

## **KANSAS BULLETIN NO. KS300-12-13**

### **SUBJECT: LTP–Wildlife Habitat Incentives Program–Ranking Criteria**

**Purpose:** To distribute Fiscal Year (FY) 2012 Kansas Wildlife Habitat Incentives Program (WHIP) ranking criteria

**Expiration Date:** September 30, 2013

Attached are the WHIP application and ranking worksheets for FY 2012. The worksheets will be completed by the Kansas Department of Wildlife, Parks and Tourism (KDWPT) biologists (Attachments 2 and 3). The information contained in the worksheets will be provided to the supervisory district conservationist (SDC) or district conservationist (DC) for entry into the Program Contracts System (ProTracts) Application Evaluation Ranking Tool (AERT). Attachment 1 is an overview of the ranking criteria for field office use.

Additional guidance addressing national priorities, state, and local issues will be in a separate bulletin.

Historically Underserved (HU) groups (e.g., Beginning Farmers/Ranchers [BF/R], Limited Resource Farmers/Ranchers [LRF/R], and Socially Disadvantaged Farmer/Ranchers [SDF/R]) have a separate ranking category for each. HU applicants may submit applications in the Upland Game Birds category for their appropriate administrative area or in the applicable state HU ranking category. Each application may only be submitted in one ranking category as land and resource concerns are the same (i.e., a LRF/R may apply under Area 1 Upland Game Birds or Upland Game Birds–LRF/R, but not both).

All applications (eligible, ineligible, or cancelled) will be entered into ProTracts but only eligible applications will be ranked in the ProTracts AERT.

(more)

DIST: A, F, S, Acting Budget Officer, Burr, Franklin, Newton, Smith (KDWPT)

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The ProTracts AERT has four sections: efficiency, national priorities, state issues, and local issues. The efficiency section is scored on the Conservation Planning Physical Effects (CPPE) value, practice service life, and practice average cost. The national priorities are scored on national questions provided. The state and local issues are questions that determine the application's benefit to state and local priorities. Each section has been weighted as follows:

- Efficiency 10 percent
- National Priorities 25 percent
- State Issues 40 percent
- Local Issues 25 percent

All application types will be "Conventional." "Essential" and "Partnership" application types are NOT to be selected for this general sign-up.

Applications will be evaluated by the location county (the county where the land is physically located). If an application is submitted for land physically located in multiple counties, the county where the majority of the land resides is to be considered the location county and entered as such in ProTracts. SDCs are responsible for ensuring that the location county is entered correctly in ProTracts to prevent applications from being ranked erroneously.

**Contact.** Please forward questions through established channels to Joní Y. Franklin, Resource Conservationist, at (785) 823-4556 or [joni.franklin@ks.usda.gov](mailto:joni.franklin@ks.usda.gov).

*(Signed)*

ERIC B. BANKS  
State Conservationist

Attachments