Instructions to use the WRE Ranking Workbook

Begin on the Inventory worksheet.

Enter the pertinent information (Items in blue transfer to the WRE Ranking Worksheet)

County
Administering County
Application Type
Applicant(s)
Date
Assisted by
NEST# (if applicable)
Flooded Land - Acres *

* Flooded Land must meet the following criteria:

- Located in the Prairie Pothole Region (All of North Dakota north and east of Lake Sakakawea)
- Offered area is a minimum of 20 contiguous acres
- Soils are hydric - Areas that meet the ponding criteria (soils that pond for longer than 7 consecutive days during the growing season) will be labeled hydric, regardless of soil type.
- Depth of water is 6.5 feet or less at time of enrollment
- Saturated or inundated area on aerial photography exceeds the boundaries of NWI identified wetlands

Landuse Acreages

This section is automatically calculated with no entry by the user **unless** the offered area covers more than one county. If a second county is included in the offer, select the 2nd county with the dropdown that is labeled "2nd County (if applicable)", then complete the 2nd_County tab **after** completeing both the Wetland Inventory and Landuse Inventory Tabs.

2nd_County tab

Complete the table for the 2nd County. Only the cells that are highlighted in light blue are to be entered. Both the offered acres and 1st county acres tables are there for reference. As you enter the 2nd county acres the 1st county acres will adjust by subtracting those acres entered for the 2nd county from the total acres.

Estimated Restoration Cost Section

Complete this portion of the sheet after completing the "Wetland Inventory" and "Landuse Inventory". Some of the data from the "Wetland Inventory" and "Landuse Inventory" will populate portions of this section.

The worksheet provides the producer with an estimate of their share of restoration costs.

NRCS will pay 75% of three weed control operations for establishment. Year 1 (year seeded) the weed control is a component of 327 Conservation Cover. Years 2 and 3 will be 595 Pest Management. No partners pay for weed control.

Wetland Inventory Instructions

Wetland Inventory - (must be completed for all offers)

The yellow shaded top portion of the Wetland_Inventory sheet is a summary of the wetland basins and acres entered on this sheet. The summary information is automatically transferred to the Inventory sheet.

The columns of the wetland inventory sheet are described below:

Wetland Info - Basin #

Number each basin.

Wetland Info - Acres

Enter the acres of each wetland basin. This is the total acres of the wetland basin in the offered area, no matter if split by a field boundary or if NWI has identified multiple labels for the wetland. Note: The location (landuse) of the wetland will be handled on the worksheet titled Landuse_Inventory where all or parts of the wetland can be attributed to one or more landuses.

Wetland Info - Type

Taken from the NWI Map. Wetlands with multiple NWI labels will be assigned the wettest label. If the wetland has not been identified on the NWI, the District Conservationist will make the determination as to the correct label for this wetland. (Consult Area Biologist if necessary). One wetland = one label.

Select from the following:

pema	
pemc	
pemf	includes pem/abf
other	

Acres Planted - to Upland Species

Wetland acres the landowner(s) agrees to seed to the same native upland grass mix as the remainder of the offer.

Acres Planted - to Hydrophytic Species

Wetland acres the landowner(s) agrees to seed to a mix of native hydrophytic vegetation.

Wetland Degraded but NO Restoration

This column only needs to be completed if there is no restoration identified for the basin. See the possible responses and their description below.

Yes - The wetland is degraded but no hydrological manipulation has occurred. Degradation may be by poor grazing management, cattail or reed canary monoculture or formerly cropped now in perennial cover including Pastureland and CRP. Proper 644 Wetland Habitat Management or an approved 528 Prescribed Grazing plan will restore these wetlands.

No - The wetland is not degraded. The wetland has no hydrologic manipulation, identifiable sediment accumulation and a diverse native plant community. (Only degraded wetlands are used to determine eligibity of an offer based on total acres). The non-degraded wetland may be included in the WRE offer as other adjacent lands, but not as wetland making other uplands eligible.

Left Blank - This field should be left blank if any of the other restoration options have information entered in them.

Number of Ditch Plugs Needed:

Number of ditch plugs needed as components of the 657 wetland restoration for that wetland. Occasionally, a wetlands may require more than one ditch plug for restoration.

Water Retention:

Number of water control structures installed, such as weirs, dikes or screw gates as 657 wetland restoration components. Recommend getting an Engineer's Estimate for cost estimate.

Dugouts to be Filled:

Number of dugouts which will be filled in. Each dugout is credited with 1.5 acres of restoration.

Sediment Removal (acres and cuyds):

Acres and cubic yards of sediment removal needed as components of 657 wetland restoration. Enter the number of acres needing sediment removal and the estimated cubic yards will calculated. The worksheet uses 6" of sediment as an estimate for the auto calculation. Utilize the override by typing in the actual cubic yards if the depth of sediment and area are both known.

Obstruction Removal - Rock Piles:

Number of rock piles to be removed. One acre of restoration is used per rock pile to estimate restoration cost.

Obstruction Removal - Trees:

Number of trees to be removed. One tenth (0.1) acre of restoration is used per tree. If large numbers of trees are to be removed for restoration consult Area Office or State Office. Use the column 'Tree Rows' for field and farmstead windbreaks.

Obstruction Removal - Trees Rows:

Enter a 'Yes', if the basin has tree rows to be removed. Leave blank if there are no tree rows to be removed. Acres of tree rows to be removed must be entered on the Inventory tab. Use the column 'Trees' for individual trees.

Obstruction Removal - Fence

Enter a 'Yes', if the basin has a fence to be removed. Leave blank if no fence to be removed. Total feet of fence to be removed must be entered on the Inventory tab.

Obstruction Removal - Other:

The number of other obstructions needing to be removed. Consult Area Office or State Office for cost estimates if necessary.

Comments/Needs

This column does not require any input, but will provide information reminders for the data entry person. These reminders coincide with the type of restoration and will be one of the following: (When all data appears complete "OK" or "OK - Wetland Degraded - No Restoration Needed" will appear.)

Enter Wetland Acres
Enter Wetland Type
Non-degraded or Restoration Needed
Planted acres > wetland acres
Can NOT have Restor. & No Restor. Needed
OK - Wetland Degraded - No Restoration Needed
OK

To Print the Wetland Inventory Only:

Click on the Print Wetlands Inventory to print the inventory. (By using the command button only those lines with entries will print.) All ranking sheets will print by clicking print on ranking sheet.

Landuse Inventory Instructions

Landuse Inventory - (must be completed for all offers)

Landuse Inventory is used to determine ratios of uplands/adjacent lands to degraded wetlands and also assist in developing restoration cost estimates and practices. This sheet is also used to determine the landuse of a wetland. A wetland may be considered to be included/partially surrounded by up to three different landuse fields.

On the top portion make the appropriate entries for:

Field #

Correlate with landuse map.

Land Use

Cropland, CRP Active, Rangeland, Pastureland, Hayland, Wildlife Land, or Forest Land

Acres

Enter the total acres of each field.

Upland Acres Planted

Enter the upland acres to be seeded to native grasses and forbs Do not include wetland acres planted to upland seed mixes.

The following are shaded in yellow and are either calculated entries or populated from the table below.

Existing Upland Cover

This is a calculated cell that subtracts 'Upland Acres Planted' and 'Wetland Acres' from 'Acres'. These acres are entered in the Restoration Section of the 'Inventory' sheet as Conservation Cover (327) - Upland Existing Cover (NOT cost shared).

Wetland Acres (from below)

Summarizes wetland acres from table below into the proper landuse field.

Upland Acres

Calculates upland acres in field by subtracting wetland acres from field acres.

The next column includes comments to assist in completing the worksheet.

Comments/Needs

This column does not require any input, but will provide information reminders for the data entry person. These reminders include references to acres, cropland acres needing to be seeded, etc and will be one of the following: (When all data appears complete "OK" or "No wetlands located in this field - OK?" will appear.)

Top (field listing) portion of page:
- Enter Land Use
- Enter Land Use Acres
- Enter Acres to be Planted
- Acres Planted (Upland) > Field Acres
- Wetland Acres > Field Acres
- Acres Planted (wet.+up.) > Field Acres
- No wetlands located in this field - OK?
- OK

The bottom portion of the Landuse_Inventory sheet is necessary to identify multiple landuses without double or triple counting wetlands. For each landuse that a wetland is located in a portion of those wetland acres must be attributed to that land use. If the wetland is within one landuse/field enter all acres for that landuse, but if the wetland is located in more than one landuse field prorate the wetland acres between the fields. ***Prorate the wetland acres with your best estimate***. Following are a few examples on prorating.

Wetland basins divided into 2 or 3 landuses will be split here.

Example 1: Wetland Basin 4 - 4.0 acres located in one field
Example 2: Wetland Basin 3 - 3.0 acres located between two different landuses
Example 3: Wetland Basin 3 - 5 acres located between three different landuses

Example 1 identifies wetland basin #4 as being entirely within the cropland landuse. Therefore, all of the acres in wetland basin #4 are identified in the Primary Field and Primary Field Wetland Acres column.

Example 2 identifies wetland basin #3 as being split between field 1 cropland and field 4 wildlife/idle land. Since 2.2 of the 3.0 acres are estimated cropland, 2.2 will be entered in the Primary Field column and 0.8 acres will be entered the Secondary Field column.

Example 3 identifies wetland basin #1 as being split between three different landuses, field 1 cropland, field 2 rangeland, and field 3 cropland. Since 5.0 are estimated in field 3 cropland. 3.0 acres will be entered in the Primary Field. 1.0 will be entered in the Secondary Field and 1.0 will be entered in Tertiary Field.

	Basin #	Acres	Wetland Acres in Primary Field	Wetland Acres in Secondary Field	Wetland Acres in Tertiary Field
Example 1:	4	4	4.0		
Example 2:	3	3	2.2	0.8	
Example 3:	1	5	3.0	1.0	1.0

The columns for this section are defined below. Those items shaded in yellow on the Landuse_Inventory sheet are either imported from the Wetland_Inventory sheet or calculated. Those columns which are not shaded yellow require an entry.

Wetland Info - Basin #

Number each basin. (from Wetland_Inventory sheet)

Wetland Info - Acres

Enter the acres of each wetland basin. (from Wetland_Inventory sheet)

Wetland Info - Type
Wetland type (from Wetland_Inventory sheet)

To Upland Acres Planted - Species
Acres of wetlands planted to NON-hydrophytic species. (from Wetland_Inventory sheet)

Acres Planted - To Hydrophytic Species
Acres of wetlands planted to hydrophytic species. (from Wetland_Inventory sheet)

Primary Field
Chose the field where the majority of the wetland acres lie.

Wetland Acres in First Field
Estimate wetland acres in Primary Field. If the landuse is entirely in one landuse, all the acres go in this column.

Secondary Field
If the wetland basin is split by 2 or more landuses, enter the secondary field associated with this wetland.

Wetland Acres in Secondary Field
Estimate wetland acres in Secondary Field.

Tertiary Field
If more than two fields are associated with the wetland basin chose from the list of fields/landuses the third field associated with this wetland basin.

Wetland Acres in Tertiary Field
Estimate the wetland basin acres to the third field.

Wetland Acres Check
This is a calculated entry that adds the acres in each of the landuses for the basin. This column will equal acres in that basin when done.

Wetland Acres remaining
This is a calculated entry that shows the remaining basin acres that need to be prorated to the different fields/landuses. Each row will equal 0 when done and correct.

To Print the Landuse Inventory Only:

Click on the Print Landuse Inventory to print the inventory. (By using the command button only those lines with entries will print.) All ranking sheets will print by clicking print on ranking sheet.

Complete the remaining factors on the Ranking Sheet.

Points are calculated as the ranking factor information is entered. If a factor is an eligibility criteria and the data entered does not meet eligibility requirements, the word "INELIGIBLE" will appear in the total points awarded box as well as in the indicated WRE ranking factor.

Many of the ranking factors have a choice list to select from.

To Print the Ranking Workbook

Click on 'Print Ranking Workbook' to print the entire ranking workbook. The items printed will be Wetland Inventory, Landuse Inventory, Inventory, Ranking, and SO_Summary. Please submit all these sheets.

To Reset Ranking Worksheet

Click on 'Reset Worksheet' to reset the ranking worksheet only.

To Reset the ENTIRE Ranking Workbook

Click on 'Reset Workbook' to reset the ranking workbook. All the data entered on each of the worksheets (Wetland Inventory, Landuse Inventory, Inventory, Ranking) will be cleared.

Description of Ranking Factors and Points

The following factors are separated into three sections:

Wetland Factors

Floodplain Specific Factors

Wetland and Floodplain Factors

Comments

There is a comment section at the bottom of the ranking sheet for all comments pertaining to the offer. If a comment is in reference to a particular factor, state the factor number in the comment.

Prairie Pothole Specific Factors

FACTOR 1 Estimate Surface Acres of Basins to be Restored (657) vegetatively

This is the measured or estimated acres of wetland or former wetland acres which will be restored vegetatively. To be considered restored the acres MUST be seeded to wetland species. Tree removal from the wetland also qualifies for this factor. Reference the e-FOTG for 657 standard.

A point is awarded for each acre to a maximum of 30 points.

FACTOR 2 Wetland Basins to be Hydrologically Restored

This factor considers both the number of basins and acres restored to be hydrologically restored (e.g. ditch plug, broken tile, dike, diversion, sediment removal, etc.). Factor 2A is the number of wetland basins. Factor 2B is the wetland acres restored.

Factor 2A Number of Basins

	Points per Basin
Ditch Plug / Water Retention AND Sed.Rem./Dugouts	15
Ditch Plug / Water Retention ONLY	13
Sediment Removal and/or Dugouts ONLY	3

Factor 2B Acres of Restoration

	Points per Acre
Ditch Plug / Water Retention AND Sed.Rem./Dugouts	5
Ditch Plug / Water Retention ONLY	4
Sediment Removal and/or Dugouts ONLY	1

FACTOR 3 Upland to Wetland Ratio

For pothole wetland type areas, this score is the result of a ratio between upland (includes non-degraded wetlands) and wetland acres. A ratio greater than 6:1 scores makes the application ineligible.

Upland to Wetland Ratio	Points
>6	Ineligible
4 to <=6	15
2 to <4	10
1 to <2	5
0 to <1	0

FACTOR 4 Wetland Types

This score is the combination of the wetland type, variability of wetland types within the offer, and the ratio of upland acres to existing pemf acres NOT being hydrologically restored.

Maximum points for this factor is 75.

Wetland Type	Points per basin
pema	2.5
pemc	2
pem/abf or pemf	1
other	0.5

The above points are adjusted by a factor for the variability of the different wetland types in the offer.

Number of Different Wetland Types	Factor
1	0.2
2	0.4
3	0.9
>= 4	1.2

The above points are further adjusted (reduced) by a factor for the ratio of uplands acres to pem/abf or pemf acres which are not restored. (The larger the pemf acres not restored result in more points being subtracted).

Criteria	points
>=10	0
>=7 and <10	-10
>=4 and <7	-20
>0 and <4	-30
0	0

FACTOR 5 State Geographic Area From USFWS Water Breeding Pairs Map

Locate the offer on the statewide 2012 Waterfowl Breeding Pairs per square mile thunderstorm maps and choose the majority color for the WRE offer. See "Breeding_Pairs_Map" worksheet tab.

Thunderstorm Map Color	Points
Red	25
Yellow	25
Dark Green	20
Light Green	15
Beige	10
Dark Blue	5
Light Blue	5
South & West of Missouri River	10

FACTOR 6 Proximity to Other Protected Wetlands

Protected wetlands are wetlands in public ownership or protected by public easement. Examples of such programs are Waterfowl Production Areas, State Game Management Areas, Emergency Watershed Protection Easement areas, or lands with USFWS permanent wetland easements. Other WRE Easements do NOT qualify since they are not permanent.

Offer Proximity to Protected Wetlands	Points
Immediately adjacent to protected wetland easement	20
Not adjacent	0

FACTOR 7 Threatened and Endangered Species Occur in County

See the "County Occurrence of Endangered, Threatened and Candidate Species and Designated Critical Habitat in North Dakota" in Section I of the FOTG (is be updated for FY16). When the WRE offer is in a County recognized as having T & E species, the points are awarded. Points awarded based status of selected species. The two following tables identify the points assigned to the selected species and then the number of points for each county due to the presence of those selected species.

Status	Species	Points per Species
Endangered	Poweshiek Skipperling & Whooping Crane	4
Threatened	Dakota Skipper, Northern Long-Eared Bat,	3
Candidate	Sprague's Pipit	1
Designated Critical Habitat	Dakota Skipper, Piping Plover, & Poweshiek	3

County	FIPS	Points	County	FIPS	Points	County	FIPS	Points
Adams	001	7	Grant	037	7	Ransom	073	16
Barnes	003	7	Griggs	039	7	Renville	075	16
Benson	005	16	Hettinger	041	7	Richland	077	23
Billings	007	7	Kidder	043	16	Rolette	079	13
Bottineau	009	10	LaMoure	045	7	Sargent	081	14
Bowman	011	7	Logan	047	13	Sheridan	083	16
Burke	013	19	McHenry	049	22	Sioux	085	16
Burleigh	015	16	McIntosh	051	16	Slope	087	7
Cass	017	7	McKenzie	053	22	Stark	089	7
Cavalier	019	7	McLean	055	19	Steele	091	7
Dickey	021	7	Mercer	057	16	Stutsman	093	19
Divide	023	16	Morton	059	16	Towner	095	7
Dunn	025	19	Mountrail	061	19	Traill	097	7
Eddy	027	19	Nelson	063	7	Walsh	099	7
Emmons	029	16	Oliver	065	19	Ward	101	19
Foster	031	13	Pembina	067	7	Wells	103	16
Golden Valley	033	7	Pierce	069	16	Williams	105	16
Grand Forks	035	7	Ramsey	071	7			

FACTOR 8 Operation and Maintenance

How much maintenance will be needed after restoration?

Note: Ditch plugs and filling dugouts are not considered structural for this factor

Estimated Level of Maintenance Required	Points
Vegetative O&M only	10
Structural and vegetative O&M	0

FACTOR 9 Partners Release Form

Partners include SCDs, Ducks Unlimited, FWS, local Water boards, Pheasants Forever, etc. The document allows NRCD to release client information to Conservation Partners, but does not constitute a financial commitment. The release form must be signed and attached to award points. This document is attached to the bulletin.

Choice	Points
Yes	5
No	0

FACTOR 10 Water Quality Improvement

The ND Health Dept. has identified priority watersheds by 8 digit HUCs. Those watersheds with impaired waters are granted 5 points. See "HUC_map" worksheet tab for watershed HUC.

Impaired Watershed	Points
Yes	5
No	0

Watershed HUC	Priority	Points	Watershed HUC	Priority	Points	Watershed HUC	Priority	Points
09010001	No	0	09020308	Yes	5	10130101	Yes	5
09010002	Yes	5	09020310	Yes	5	10130102	No	0
09010003	Yes	5	09020311	Yes	5	10130103	Yes	5
09010004	Yes	5	09020313	Yes	5	10130104	Yes	5
09010005	No	0	09020315	Yes	5	10130106	Yes	5
09020101	Yes	5	09020316	Yes	5	10130201	Yes	5
09020104	Yes	5	10060005	No	0	10130202	Yes	5
09020105	Yes	5	10060006	No	0	10130203	Yes	5
09020107	Yes	5	10060007	No	0	10130204	Yes	5
09020109	Yes	5	10100004	No	0	10130205	Yes	5
09020201	Yes	5	10110101	Yes	5	10130206	Yes	5
09020202	Yes	5	10110102	Yes	5	10130301	No	0
09020203	Yes	5	10110201	No	0	10130303	Yes	5
09020204	Yes	5	10110202	No	0	10160001	Yes	5
09020205	Yes	5	10110203	Yes	5	10160002	Yes	5
09020301	Yes	5	10110204	No	0	10160003	Yes	5
09020306	Yes	5	10110205	Yes	5	10160004	Yes	5
09020307	Yes	5						

FACTOR 11 Retention

Will the easement's vegetative and hydrologically restored areas remain protected after the WRE easement has expired or will it return to cropland? If a public entity i.e. Natural Resources Trust, NDGF, USFWS (purchase agreement or easement) has formally agreed to extend the life of the restoration, then answer yes.

Choice	Points
Yes	20
No	0

FACTOR 12 Producer will accept less than 75% of NRCS GARC for 30-Year Easement

Will landowner (in writing) accept less than 75% of NRCS established value? If YES, enter the percent of appraised value chosen by the applicant.

Percent of Established Value	Points
50%	25
55%	20
60%	15
65%	10
70%	5

FACTOR 13 USDA Restoration Costs

The intent of this factor is to rank the cost efficiency of restoration activities. Consideration should be given if a conservation partner will decrease USDA restoration cost by paying for part of the restoration. (If COST REDUCED, enter the NRCS percent in column E).

Restoration Cost	Points
Less than the per-unit cost on the WRE cost list	5
Equal to the per-unit cost on the WRE cost list	0
Greater than the per-unit cost on the WRE cost list	-5

FACTOR 14 Percentage of upland area planted to annual crops

Note: Existing hay land fields in rotation for more than 4 years are not considered as an annually planted cropland.

Percent of Offer	Points
75 or >	10
50 to 74	7
25 to 49	2
< 25	0

FACTOR 15 Survey Extent

This factor considers how many turns will be needed to conduct the survey.

Depending on the complexity of the survey, the following table shows the additional points to added to the ranking score.

Number of Corners (Survey Turns)	Additional Points
<=4	10
5	7
6	5
7	3
8	2
>=9	0

FACTOR 16 CRP set to expire within one year.

Is the offered land currently in a CRP contract set to expire within one year.

Choice	Points
Yes	5
No	0

FACTOR 17 Cost Effectiveness

This factor evaluates the cost of the easement against all other factors in order to try to maximize the environmental benefit per dollar expended.

To calculate the additional points the offer will receive for cost effectiveness, the estimated costs for purchasing the easement and restoration were divided by the offered acres and then the total points for factors 1 - 15.

Cost/Acre/Points	Additional Points
<= 4.00	20
4.01 - 8.00	15
8.01 - 12.00	10
> 12.00	0

30 Year Grazing Land Pilot Intstructions

There is the option in the following counties to take an easement which allows the landowner to continue grazing if they have an approved grazing plan. See the worksheet labeled 'GrazingPilotMap' for the map showing the area include. Only the land located within the red boundary is eligible for this pilot. If more than 50 percent of the land offered falls inside the boundary the entire property may be enrolled as long as it is contiguous.

Burke	McIntosh
Burleigh	McLean
Dickey	Mountrail
Divide	Sheridan
Emmons	Stutsman
Kidder	Ward
LaMoure	Wells
Logan	Williams

The worksheet, 'Graze', includes those practices that may be installed to make the offer eligible for an approved grazing system. Use this worksheet to develop the conservation practice costs. This work sheet is only needed for the pilot offers. This worksheet is not printed with the rest of the workbook so will need to be printed separately.

For each of the following practices enter the number of units of the practice along with the number of each component to be installed. The number of units for each practice and the total costs will be transferred to the 'Inventory' tab and included in the restoration costs.

Fence (382)
Watering Facility (614)
Pipeline (516)
Water Well (642)