# CAP 102 Comprehensive Nutrient Management Plan Administrative Checklist

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<th>State/County:</th>
<th>Date Plan Submitted:</th>
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<td>Producer/Owner:</td>
<td>Technical Service Provider:</td>
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A Comprehensive Nutrient Management Plan (CNMP) is a component plan of a conservation plan that includes structural practices, management activities, and land management practices for an Animal Feeding Operation (AFO) and the associated farmstead land as well as cropland or other land receiving the manure that ensures that the livestock and crop production practices address soil erosion, water quality, and air quality resource concerns.


### Minimum components of a CNMP include:

1. **Cover and Signature Page:**
   - Client name, mailing address, physical location of the AFO (if different from address)
   - Planning period;
   - Dated signatures for certified CNMP Planner and Client.

2. **Record of Decisions for Farmstead (Production/Manure Handling Areas)**
   - Description of planned and existing practices and schedule of implementation
     1. General description of the existing and proposed AFO
     2. Detailed description of the existing and proposed AFO, including:
        a. type(s) of animal, numbers, average weight, and days confined;
        b. type of manure storage, volumes/sizes and maximum length of storage time;
        c. imports, exports, and on-farm transfers of manure, if applicable;
        d. Document whether existing structures are functioning satisfactorily;
     3. Plan map(s) showing existing and planned structures (See NPPH Title 180, part 600.31 subpart A for map requirements);
     4. Soils Map(s) for the headquarters with the appropriate soil interpretations (as needed);
     5. Record of Decisions of conservation practices to be applied for the AFO and associated farmstead conservation practices. Include order of implementation and planned dates;
     6. Estimated manure forms, quantities, analysis, and total nutrients to be land applied and, if applicable, exported.
     7. Guidance for implementation, operation and maintenance, and record keeping. May include sampling and inspections schedule for manure storages with record keeping forms. Provide rainfall records as necessary.

3. **Record of Decisions for Nutrient Application Areas (e.g. cropland, pasture)**
   - Description of planned and existing practices and schedule of implementation
     1. Plan map(s) showing:
        a. Aerial site photograph(s)/imagery or site map(s) with field boundaries identified;
        b. Location of designated Sensitive Areas with manure/nutrient application setback areas shown in relation to field boundaries;
        c. Total field area and manure-spreadable area for each field;
        d. Soils Map(s) for the crop or pasture with the appropriate soils interpretations (See NPPH Title 180, Part 600.31 subpart A for map requirements);
2. Include the Implementation Requirements for agronomic practices associated with the nutrient application areas (e.g., Conservation Crop Rotation, Tillage and Residue Management);

3. Identify structural practices important to nutrient application and evaluate whether they are functioning satisfactorily. Include implementation requirements for structural practices required to meet the resource concerns;

4. Results of approved risk assessment tools for phosphorus and erosion losses. These include RUSLE2, ephemeral gully inventory and estimates, and the Iowa P-Index.

### 4. Nutrient Management Plan

Meet the first three criteria of the Iowa Nutrient Management (590), i.e.

- To budget, supply, and conserve nutrients for plant production.
- To minimize agricultural nonpoint source pollution of surface and groundwater resources.
- To properly utilize manure, municipal and industrial biosolids, and other organic by-products as plant nutrient sources.

**Items critical to developing the nutrient management plan:**

1. Current and/or planned plant production sequence or crop rotation;
2. Realistic yield potential for the crops;
3. Recurring items such as soil, water, compost, manure, organic by-product, and plant tissue sample analyses applicable to the plan;
4. Quantification of nitrogen, phosphorus, and potassium supply from all applicable sources and their form;
5. Determination of crop nutrient requirements;
6. A comprehensive nutrient accounting for phosphorus, and potassium for the plant production sequence or crop rotation showing nutrients applied, utilized by the crop, and residual in soil;
7. Planned crops and fertilizer recommendations by the 4Rs of nutrient management – apply the Right nutrient source at the Right rate at the Right time in the Right place, manure application planning calendar, field nutrient balance, manure inventory and annual summary, fertilizer material annual summary, and farm nutrient balance;

**Items relating to risk assessments:**

8. Documentation establishing that the application site presents a medium to very low risk for phosphorus transport to local water if (when) phosphorus is applied in excess of crop requirement using the Iowa Phosphorus Index;
9. When soil phosphorus levels are increasing, include a discussion of the risk associated with phosphorus accumulation and a proposed phosphorus draw-down strategy;
10. In accordance with the nitrogen and phosphorus risk assessment tools, specify the recommended nutrient application source, timing, amount, and placement of plant nutrients for each field or management unit;

**Items to be addressed if the plan includes grid soil samples (variable-rate fertilizer application, site-specific management, precision fertilizer application):**

11. Geo-referenced maps showing spatially variable application areas (site-specific recommendation or as-recommended map(s)).
12. Provide description of the basis on which site-specific fertilizer recommendations are made (must follow Iowa State University guidance);
13. Geo-referenced map(s) showing the actual fertilizer applications (as-applied map(s)); document the rate, time, nutrient source, and method of site-specific fertilizer applications;

**Items related to implementation, operation and maintenance, and recordkeeping:**

14. Intervals for updates to recurring tests such as soil and manure tests;
15. Guidance for manure and fertilizer applicators;
16. Provide forms necessary to document dates and method(s) of nutrient applications, weather conditions (as applicable), and soil moisture at the time of application, and show lapsed time to manure incorporation, rainfall, or irrigation event;

17. Provide forms necessary to document crops planted, planting and harvest dates, yields, and crop residues removed.

5. TSP Deliverables

Provide the following records to the NRCS office to be retained in the Client case file (some files already be part of the case file in which case copies are not required):

1. Client Information (name, address, email, phone, or any information that would be helpful for future reference by NRCS);
2. Client objectives narrative;
3. Printed and electronic copy of the CNMP document;
4. Maps used in the CNMP process (electronic);
5. Nutrient Management planning tool plan electronic file (If using MMP, include the “.mmp” file);
6. Revised Universal Soil Loss Equation (RUSLE2) database electronic file (".gdb" extension) and, when wind erosion is a concern, the Wind Erosion Prediction System (WEPS) files if different from NRCS files completed during Phase I of the planning process;
7. If requested, the Geographic Information Systems (GIS) electronic shapefiles created for the operation;
8. Inventory and analysis information, (this would include all resource concern assessments e.g., erosion, Leaching Index, Phosphorus Index, water quality assessments, air quality site assessment, livestock inventory, manure/waste estimated production, manure imports/exports, and manure storage);
9. If applicable, photographs, audio and video files, or digital files of these type of documents;
10. Other appropriate supporting documents and local or state required documentation;
11. Record keeping forms as appropriate;
12. All electronic files or hard copy printouts (if electronic files are not available) used for design and nutrient management planning.

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<td>Checklist Approval</td>
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I have administratively reviewed this Comprehensive Nutrient Management Plan (CNMP) and it includes the components above and therefore meets the CNMP Criteria and the TSP Deliverables as stated in the Comprehensive Nutrient Management Plan Criteria Practice Activity Code (102) (No) statement of work document.

NRCS Representative Name and Title (print or type):

NRCS Representative Signature

Date:
Notes (If “No” is checked, include reasons for denial, comments, missing items that need to be added, etc.):