

**Nebraska NRCS - Agricultural Conservation Easement Program - Wetland Reserve Easements
Checklist of Application Package Materials Submitted to the State Office**

LANDOWNER(S): _____

Date: _____

MAILING ADDRESS: _____

County: _____

APPLICATION TYPE: Circle one: Permanent / 30yr / 30yr Tribal Contract / with Grazing Rights?

NEST Application Number: _____

Associated with WREP _____ or RCPP _____

***ITEMS 1-8 TO BE COMPLETED AND PROVIDED TO WRE TEAM LEADER PRIOR TO SITE VISIT.**

____ *1. Current application form (NRCS-CPA-1200) completed and signed by current landowner(s).

____ *2. Copy of current recorded property deed showing ownership. If entity ownership, include: power of attorney, signature authority documents, trust docs, CCC901/902, and Nebraska certificate of good standing.

____ *3. For ALL landowners on deed, FSA subsidiary print showing that all landowners listed on the deed have certified 1026 and are compliant with AGI/HEL/WC for application FY (at website: <https://intranet-apps.fsa.usda.gov/Subsidiary/Subsidiary.do>).

____ *4. 24-month ownership waiver request letter from landowner(s), if applicable (528.103B).

____ *5. Completed Form SF-1199A (Direct Deposit Sign-Up Form & voided check) for all landowners.

____ *6. Aerial photograph clearly identifying entire owned property and WRE easement area. Label access route from public road to all individual parcels, **include the location and name of public road**. Include written permission if access crosses land of different ownership.

____ *7. Legal description of WRE easement area, confirming the area is covered within property deed.

____ *8. Submit all completed items 1-7 to ACEP-WRE Team Leader for further processing.

ITEMS 9-11 -- ITEMS COMPLETED BY WRE TEAM LEADER PRIOR TO SITE VISIT

____ 9. Enter application into NEST.

____ 9a. Enter appropriate Initiative or WREP or RCPP, if applicable.

____ 9b. Complete NEST screens moving application to "eligible" status, unless a waiver is required.

____ 9c. Confirm applicant contact information, including physical address.

____ 10. Create Toolkit Folder.

____ 11. Documentation of contribution from landowners and/or partners.

ITEMS 12-21 -- ITEMS COMPLETED BASED ON WRE TEAM SITE VISIT

____ 12. Delineate land eligibility types (528.105C-H), Adjacent Lands (528.105I), and land use on aerial photo, citing determination of eligible land types from ACEP Manual (528.105A1).

____ 12a. Include adjacent land eligibility waiver request, if applicable (528.105I2).

____ 13. Preliminary Restoration Plan (528.105Biii) including:

____ 13a. Easement area with access highlighted on plan map.

____ 13b. Soils map of the easement area, with hydric soils identified and soil descriptions.

____ 13c. Listing of practices, quantities, and estimated costs.

____ 13d. Restoration practices and locations labeled on plan map.

____ 14. Completed Current Ranking Worksheet (528.105Bii).

____ 15. Completed NE-CPA-52 for NEPA Requirements & all applicable sheets; including CPA-55 or CPA-56 (528.105Bvi).

____ 16. Completed Landowner Disclosure Worksheet (528.105Bvii).

____ 17. Completed HazMat Field Inspection Worksheet (528.105Biv).

____ 18. Completed HazMat Landowner Interview (528.105Biv).

____ 19. Copies of any written leases or other agreements the landowner identifies during the landowner interview (528.124B6).

____ 20. GARC map delineating land use categories within the proposed easement area (528.122F2).

____ 21. Completed and signed Easement Compensation Spreadsheet for current FY (528.122F2).

PROPOSED EASEMENT/AGREEMENT COST BREAKDOWN

Total Easement Cost: _____, (based on GARC's)

Partners Contrib. Of Easement Cost: _____.

Total Restoration Cost: _____.

NRCS Restoration Cost: _____.

Partners Contrib. of Restoration Cost: _____.

PROPOSED EASEMENT/AGREEMENT LAND ELIGIBILITY BREAKDOWN

Eligible Land Types	Acres
Farmed or Converted Wetlands (528.105C2i)	
Former or Degraded Wetlands (528.105C2ii)	
Land Substantially Altered by Flooding (528.105C2iii)	
Riparian Areas (528.105E)	
CRP Lands (528.105F)	
Previously Restored Wetlands Under another Program (528.105G)	
Adjacent Lands (528.105I1) Must be < 50% of Offer Acres	
Total Offer Acres: _____	

PROPOSED EASEMENT/AGREEMENT HABITAT BREAKDOWN

*Total Easement Acres: _____ Total Cropland Acres: _____

Habitat to be Restored or Enhanced:

Habitat Type	Acres
OTHER - Riparian	
PALUSTRINE - Emergent	
PALUSTRINE - Forested	
PALUSTRINE - Open Water	
UPLAND	
Total Acres: _____	

Habitat Existing:

Habitat Type	Acres
OTHER - Riparian	
PALUSTRINE - Emergent	
PALUSTRINE - Forested	
PALUSTRINE - Open Water	
UPLAND	
Total Acres: _____	

*Note: Total acres of "Restored/Enhanced" AND "Existing" must equal Total Easement Acres.

WRE Team Leader Signature _____

Date _____