

Alaska NRCS 2021 EQIP Workload Prioritization Worksheet

Applicant Name:

Application Number:

Evaluator Name:

Evaluation Date:

Instructions:

The goal of this screening tool is to prioritize the EQIP workload. Completion of this worksheet, and documentation thereof, does not constitute agreement to provide NRCS financial assistance program benefits, nor approval of a financial assistance program contract. This screening worksheet will be filed in the applicant's case file (DMS + paper folder), and the screening priority (High or Low) will be recorded in ProTracts.

Sufficient documentation must be included in the case file to support all answers. This worksheet will be reviewed and updated for each unfunded contract, upon change in ranking period. Upon request, a copy of the screening worksheet will be provided to the applicant.

Step 1 - Evaluation of all complete applications received by the batching date deadline

	Yes?	No?	Comments	Action
Has the applicant failed to properly operate and maintain conservation practices or activities still within their lifespan and installed with program financial assistance?				No: keep going Yes: STOP - the application is Low Priority - proceed to Step 2 - do not answer any additional screening questions - do not rank
Does the applicant have an active program contract which is currently in non-compliance due to reasons within their control ¹ ? <i>NRCS cannot screen a producer as lower priority for a contract violation if NRCS has not taken appropriate contract administration action to enforce the contract.</i>				No: keep going Yes: STOP - the application is Low Priority - proceed to Step 2 - do not rank.
Has the applicant had a previous contract terminated for reasons within their control ¹ ?				No: the application is High Priority. Proceed to step 2. Yes: the application is Low Priority - proceed to Step 2 - do not rank.

The priority of this application is:

Step 2 - Priority determination in ProTracts

Select High or Low for the Priority in ProTracts .

> High Priority: Proceed with program eligibility determination.

> Low Priority: Low priority applications will not be ranked.

¹Examples of reasons outside the applicants control include: acts of God, natural diasters, sudden tragic circumstances, and other conditions that were not present at time of obligation

Soil Conservationist Signature and Date: