

**Date Received:**

**Control No:**

## **Field Office and TSP Certification Plan Review Checklist**

### **Agriculture Energy Management Plan, Landscape Practice Activity Code (124)**

**(Refer to National Bulletin 450-13-3 for a complete listing of CAP Criteria)**

**Purpose:** The purpose of the checklist is to provide guidance for elements that need to be addressed or included in the Conservation Activity Plan (CAP). The checklists are recommended for use by NRCS staff and Technical Service Providers, but are not required. NRCS staff can use the checklist for administrative review of the sample plans submitted as part of the certification process as well as all other plans submitted after a TSP is certified. TSPs can use the checklist for a general guidance of elements to include in the plan, but it is still the TSP's responsibility to follow the CAP Plan Development Criteria for specific elements and the detail of each element to be included.

**Instructions:** The checklist should be completed and submitted with the sample plan or the hardcopy of the client's plan as described below:

- **Prospective TSP's** should submit the completed checklist and sample plan by mail or email (complete plans should be sent as a single electronic file for example pdf, word or scanned file) to the appropriate State TSP Coordinator for technical review to become a certified TSP. A list of State TSP Coordinators can be found at: <https://techreg.sc.egov.usda.gov/RptStateContact4Admin.aspx>.
- **Certified TSP's** should submit the completed checklist, hardcopy and electronic copy of the client's plan to the local NRCS Field Office or appropriate State TSP Coordinator for administrative review. A list of State TSP Coordinators is located at: <https://techreg.sc.egov.usda.gov/RptStateContact4Admin.aspx>.
- **NRCS Staff** should complete the checklist for administrative review and place the completed checklist in the client's file. Administrative review involves a review of the content of the plan to ensure all required elements are present, but does not involve technical review for correctness. (Please Note: If technical review is needed, the completed checklist and client plan should be forwarded to the appropriate State Office staff or NHQ for technical review.)

Please Note: Should a State not have the technical specialist to conduct the technical review, requests can be submitted (by the State Office) to NHQ for review. For NHQ review please submit the complete plan and checklist by mail or email to the TSP Team. See below for address information.

## Agriculture Energy Management Plan, Landscape

<b>State/County:</b>	<b>Date Plan Submitted:</b>
<b>Producer/Owner:</b>	<b>Technical Service Provider:</b>

**A Landscape Agriculture Energy Management Plan (Landscape AgEMP)** contains the strategy by which the producer will explore and address his/her on-farm energy problems and opportunities on the working land.

Technical Guidance, Criteria and Content for the Landscape Agricultural Energy Management Plan is found at the URL: eDirectives <http://directives.sc.egov.usda.gov/> Navigate to: Manuals, Title 190 Ecological Sciences, National Agronomy Manual. Additional information can be found in NRCS State Field Office Technical Guide (FOTG) [http://efotg.sc.egov.usda.gov//efotg\\_locator.aspx](http://efotg.sc.egov.usda.gov//efotg_locator.aspx). Select a state/county, go to Section IV.

**Minimum components of a Landscape AgEMP (124) shall include:**

<b>1.</b>	<b>Background and Site Information</b>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>a. Name of owner/operator;</li> <li>b. Facility location(s) and mailing address;</li> <li>c. Type, size of operation and total acres of the plan;</li> <li>d. Soils Map and soil map unit descriptions using the Web Soil Survey as a minimum printout;</li> <li>e. Digital Conservation Plan Map with stream, surface waters/drainage wetlands on/adjacent to site, property lines, field boundaries/name/number/acres/landuse, map scale, legend, structural practices located, grower name/county/state and location of structural practices;</li> <li>f. Resource evaluation for soil erosion, water quantity and other local concerns identified.</li> </ul>
<b>2.</b>	<b>Digital Conservation Plan Map with:</b>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>a. Stream, surface waters/drainage wetlands on/adjacent to site;</li> <li>b. Property lines, field boundaries, name/number, acres and land use;</li> <li>c. Map scale and legend;</li> <li>d. Structural practices located;</li> <li>e. Grower name/county/state.</li> </ul>
<b>3.</b>	<b>Landscape Agricultural Energy Resource Assessment: This element determines and documents current energy usage over the past annual cycle. The evaluation of energy conservation activities shall include energy used in the cultivation, irrigation, production, protection and harvesting of agricultural/forest crops. The Landscape AgEMP shall address energy use for the following elements (as applicable):</b>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>a. Cropland field equipment operations – estimate energy use associated with the current field equipment operations under current management and with the planned treatment applied (Compare in common units):               <ul style="list-style-type: none"> <li>1. Field equipment operations that involve equipment passing over the field(s) (cultivation, planting, harvest, manure application, etc. (use RUSLE2 or WEPS to estimate energy use);</li> <li>2. Embedded energy in synthetic nitrogen used (20,000 BTU's per pound of synthetic nitrogen);</li> <li>3. Growing/producing legume nitrogen for crops-energy saved by using less synthetically produced nitrogen;</li> <li>4. Irrigation energy required (system type, pressures, management techniques, pumping</li> </ul> </li> </ul>

- plant management, system maintenance).
- b. Pasture field equipment operations and potential use of legumes:
  1. Pasture management (feed and water hauling, management to reduce irrigation, fertilization or mowing);
  2. Field operations (mowing, spreading manure or fertilizer, etc);
  3. Changes in species composition (growing/producing legume nitrogen for crops energy saved by using less synthetically produced nitrogen or conserving irrigation water);
  4. Irrigation energy required (system type, pressures, management techniques, pumping plant management, system maintenance);
  5. Pumping livestock water.
- c. Forest field/harvest operations:
  1. Forest operations and management (forest trails and landings, identified potential energy savings in other land uses associated with windbreaks/shelterbelts).
- d. Range field equipment and management:
  1. Forage operation and management;
  2. Pumping livestock water.

**4. Planned conservation practices to address soil erosion, water quantity, energy and other local resource or human concerns:**

- a. Document the planned conservation practices showing the planned amount, the field where the practice is to be applied and the planned year of application.
- b. When the following practices are planned include the appropriate Jobsheet or Implementation Requirements (founding in Section IV of the Sate eFOTG):

Code	Practice Name
328	Conservation Crop Rotation
330	Contour Farming
340	Cover Crop
345	Residue and Tillage Management, Mulch Till
329	Residue and Tillage Management, No Till/Strip Till/Direct Seed
346	Residue and Tillage Management, Ridge Till
380	Windbreak/Shelterbelt Establishment
528	Prescribed Grazing

**5. References**

- References included in the document

**6. Deliverables**

- a. Complete hardcopy of the plan for the client;
- b. Complete hardcopy and electronic copy of the client's plan for NRCS:
  1. Completed template for Landscape Agricultural Energy Management Plan (124);
  2. Soils Map and soil map unit descriptions using the Web Soil Survey as a minimum printout;
  3. Resource Assessment results complete in the template or add printouts from assessment tool (RUSLE2 or WEPS);
  4. Landscape Agricultural Energy Resource Assessment (Where RUSLE2 and WEPS was used to estimate energy, the RUSLE2 and WEPS printouts for erosion can also be used to document energy before/after planned treatment.) For irrigation add the printout for the Energy Estimator, Irrigation or other data showing before/after energy

	<p>savings, if a different irrigation energy estimator was used;</p> <p>5. Planned conservation practices and all supporting documentation;</p> <p>6. Digital Conservation Plan Map.</p> <p><b>Optional</b>-Use of the Plan Template developed for this CAP is optional, but recommended. The CAP 124 Template AgEnergy_Mgt_Plan_landscape Aug 2012.docx is available on the TSP website  <a href="http://www.nrcs.usda.gov/wps/portal/nrcs/detailfull/national/programs/technical/tsp/?&amp;cid=stelprdb1046968">http://www.nrcs.usda.gov/wps/portal/nrcs/detailfull/national/programs/technical/tsp/?&amp;cid=stelprdb1046968</a>.</p>
--	--

Yes	No	Checklist Approval
		I have administratively reviewed this Agricultural Energy Management Plan, Landscape and it meets all the FY13 Plan Development Criteria for Conservation Activity Plan 124.
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.):		

**Email:** [tsp@wdc.usda.gov](mailto:tsp@wdc.usda.gov).

**Mailing Address:** **Technical Service Provider Team**  
 USDA - Natural Resources Conservation Service  
 1400 Independence Ave SW, Room 6016  
 Washington, DC 20250