

**NATURAL RESOURCES CONSERVATION SERVICE  
PRACTICE DOCUMENTATION GUIDE  
COVER CROP**

**340**

**340 - STEP 1. INITIAL EVALUATIONS**

**PURPOSE**

The purpose of this step is to determine the landowner's desire to establish a cover crop for the intended purpose(s). (See NRCS Practice Standard 340). Interview the landowner to determine the purpose and need for a conservation crop rotation. Consider the landowner goals and objectives, existing conditions and the effects of this practice on soil, water, air, plant, animal and human resources. Discuss NRCS standards and specifications. Ask additional site specific questions as needed.

**340 - STEP 2. INVESTIGATIONS, SURVEYS, AND INVENTORIES**

**PURPOSE**

The purpose of this step is to complete a comprehensive resource inventory. All data needed to make informed decisions in the development of the practice including existing crop rotation, soil condition, existing nutrient and pest management practices and other pertinent information will be considered.

**340 - STEP 3. PRACTICE DESIGN**

**I. PURPOSE**

The purpose of this step is to develop alternatives for a conservation crop rotation. The practice needs to be applied in accordance with all federal, state and local laws and ordinances. Resource inventories and local conditions will need to be assessed at the crop rotation site in order to identify any possible problems that may arise. A complete crop rotation plan will be developed with the client that meets the intended goals and objectives. All appropriate job sheets, maps and reports must be developed with landowner's input, review and concurrence. (See NRCS Practice Standard 340, Practice Specification 340 and Job Sheet 340).

**II. SITING**

The purpose of this step is to insure that the client fully understands which land units are involved in the mulch till plan. Care should be given to make sure the land unit locations involved in the plan is known by all involved.

**340 - STEP 4. PLANS AND SPECIFICATIONS**

**PURPOSE**

The purpose of this step is to document all components described in Cover Crop, Job Sheet 340. Additional reference material should include as needed and appropriate. The landowner must be provided with a complete crop rotation design.

**340 - STEP 5. OPERATION AND MAINTENANCE**

**PURPOSE**

The purpose of this step is to assure the proper management and maintenance is completed at the job site. See NRCS Practice Standard 340, Practice Specification 340, and appropriate job sheets. This requires a familiarity with the design and management objectives in order to minimize erosion potential and to maintain the site in a proper and safe fashion while meeting the objectives of the project. These measures should be discussed with the landowner.

**340 - STEP 6. COMPLIANCE OR SPOT CHECKING**

**I. PURPOSE**

The purpose of this step is to determine that all work has been completed to the standards required by the Natural Resources Conservation Service. All completed NRCS forms should be collected from the landowner and submitted to the appropriate persons. (See NRCS Conservation Service Practice Standard 340,

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Practice Specification 340, Statement of Work and associated Job Sheets).

### **II. DOCUMENTS**

Copies of all completed job sheets and associated work sheets should be submitted to

the Natural Resources Conservation Service representative within 10 working days of completion of the project.