



Natural Resources Conservation Service
101 South Main Street
Temple, Texas 76501-7602

October 2, 2006

TEXAS BULLETIN NO. TX140 -07-02

SUBJECT: SPA - Cultural Resources Reporting

Purpose: To provide guidance relative to cultural resources data entry in the Performance Results System (PRS).

Expiration Date: September 30, 2007

File Code: 140-11

Natural Resources Conservation Service (NRCS) employees are to ensure that the installation of conservation practices does not have a negative impact on any cultural resources that may be present in the area.

Progress data relative to cultural resources will be captured in the Performance Results System (PRS) by entering data for the following categories, as applicable, at the field level throughout the fiscal year (FY) for **all** applied conservation practices including management practices and those that involve ground disturbance. An explanation of each category is included to ensure that all applicable data is entered.

Category 1 - Undertakings Reviewed (number and acres) – report for all practices applied in FY2007.

Explanation - As currently defined, an “undertaking” is any federally-assisted action. This review involves a decision as to whether the practice may have the potential to affect cultural resources and if further consideration of cultural resources is necessary. For example, a management type practice such as Prescribed Grazing on pastureland or rangeland would not have potential to affect cultural resources and that no further consideration is necessary, but a construction type practice, such as a pond, has potential to affect cultural resources and will require further consideration of cultural resources. Report for all practices applied in FY2007 regardless of whether or not they have potential to impact cultural resources. Since reporting is required for all applied practices, the acreage where multiple practices are applied will be reported more than once.

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Category 2 - Undertakings Reviewed that have the Potential to Effect Cultural Resources (number and acres) – report for those practices applied in FY2007 that have potential to affect cultural resources (i.e. ground disturbing practices that require a cultural resources field inspection). Note: the data entered (number and acres) should be the same as that entered for Field Investigations (Category 3).

Explanation - The initial review process from Category 1 identifies practices that have potential to affect cultural resources. The review conducted for Category 2 is in preparation for the on-the-ground cultural resources field inspection of the area of potential effect (APE) for the ground disturbing practice that is to be applied. This includes a review of the field office cultural resources files and any other resources in preparation for conducting the cultural resources field inspection.

Category 3 - Field Investigations Conducted (number and acres) – report for those practices applied in FY2007 for which a cultural resources field inspection was conducted. A cultural resources field inspection is required for areas impacted by disturbance type practices in accordance with NRCS policy and our agreement with the State Historical Preservation Officer (SHPO).

Explanation - This is the on-the-ground check of the area potentially affected by the installation of a ground disturbing conservation practice in order to identify any cultural resources that may be present. Note: the data entered (number and acres) should be the same as that entered for Undertakings Reviewed that have the potential to Effect Cultural Resources (Category 2).

Limit the field inspection to only the area that will be impacted by the installation of the conservation practice. For example, a farm pond will be installed in a 100-acre pasture. The pond impacts 2 acres including the dam, spillway, and reservoir area. The field inspection will cover only the 2 acres that will be impacted and not the entire 100 acres.

If no other conservation practices that involve ground disturbance will be installed on the 100 acres, NRCS has no authority or responsibility to conduct cultural resources field inspection on the other 98 acres. Only the 2 acres impacted by the pond will be reported in this category.

Category 4 - Sites Identified (number and acres) **and Category 5 - Sites Treated** (number and acres) – Do not enter data for these categories at the field office level. Contact the State Cultural Resources Specialist (SCRS) for assistance. Current policy requires coordination with the cultural resources specialist when a site is identified during the completion of a field investigation. The SCRS will enter data as applicable.

Calvin Sanders, SCRS, will also enter data for all categories, as applicable, for all statewide activities with which he is involved including Emergency Watershed Protection (EWP) Program; WF-03 and WF-08 Watershed construction projects; and Watershed Rehabilitation projects.

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Detailed instructions relative to data entry for cultural resources can be obtained by:

1. Accessing the PRS homepage and then selecting “PRS Online Help” (updated 4/7/06)”
2. Selecting “Entering Field Level Measures” on the left menu
3. Selecting “Cultural Resources”

Cultural Resources data is entered in PRS as follows:

1. Login into PRS
2. Select “Data Entry” on the top menu bar
3. Select “Cultural Resources” on the left menu under “Field Level Measures”
4. Enter the “Date” using the calendar
5. Select “No Tribe” or the appropriate Tribe by clicking the appropriate Tribe or “No Tribe” into the right hand box
6. Select the appropriate “Program” from the drop down menu
7. Select the appropriate “Agency.” (NRCS is the default.)
8. Select the “County” from the drop down menu
9. Enter data for the appropriate categories as described above by number and acres. Note: Data for “Sites Identified,” “Sites Treated,” and “Cultural Resource Treatment Type” will only be entered by the SCRS if cultural resources are found on the site. **“No Treatment Type” will be entered for the “Cultural Resources Type” by field office staffs for all sites where cultural resources have not been identified.**
10. Click the “Submit” button.

Remember only the area where a conservation practice is applied is included in the acreage figure for the cultural resources progress item categories. Ground disturbing type practices include those that result in soil disturbance beyond the normal plow layer on cropland and any soil disturbance on all other land uses. Guidance on how to estimate the acreage for some “ground disturbing” type practices is provided below:

- Pond – include the acreage occupied by the impoundment area, dam/spoil, and spillway.
- Pipeline/Irrigation Water Conveyance – include the acreage resulting from multiplying the length of the pipeline times the width of the disturbed area (e.g. 15-20 feet).
- Fence – include the acreage resulting from multiplying the length of the fence times the width of the area disturbed (e.g., 20-30 feet).
- Waterway – include the acreage (length times width) occupied by the waterway and spoil areas.
- Terrace- include the acreage occupied by the terrace channel and ridge (length times width).
- Brush Management – include the actual acreage disturbed by mechanical brush management. Do not include the acreage treated by chemical bush management.
- Precision Land Leveling/Land Forming-- include the actual acreage leveled (cut and filled).

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- Pasture Planting/Range Planting –include the acreage where the seedbed was prepared if it exceeds the depth of previous disturbance on former cropland and on land where mechanical brush control has been applied. Include the acreage where seedbed preparation occurred on all other land uses other than cropland where mechanical brush control has not been applied.

Note this list of practices is not all inclusive but demonstrates the principals to use in determining the acreage disturbed during the application of conservation practices that result in soil disturbance.

If you have any questions relative to progress reporting for cultural resources, contact Dexter J. Svetlik, ASTC (O), at 254-742-9808. Questions related to the implementation of the NRCS cultural resources policy should be directed to Calvin Sanders, SCRS, at 254-742-9876.

The attached “Cultural Resources Compliance Process – NRCS Texas” flowchart provides guidance relative to the process to follow in regard to protecting cultural resources, including when to enter progress data in PRS.



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State Conservationist

Attachment