

U.S. DEPARTMENT OF AGRICULTURE NATURAL RESOURCES CONSERVATION SERVICE NE-CPA-FSA-23 (8-07)	Name (Appellant):	
	County:	
	State: Nebraska	Tract No:

**HEL/CRP APPEALS
ADMINISTRATIVE RECORD
CHECKLIST**

FO 1 /	DC 1 /	SO 1 /	Are the following items included or documented in the administrative record?
			1. Requests for reconsideration and appeals were completed within prescribed time periods.
			2. Letters of request for reconsideration and appeals.
			3. Letters documenting all decisions made on reconsideration and appeals.
			4. Information and materials presented by the person in support of the appeal (if applicable).
			5. Form AD-1026.
			6. Form NRCS-CPA-026.
			7. Form NRCS-CPA-027 (if applicable for reinstatements only).
			8. ASCS 578 or other appropriate documentation.
			9. CRP 1 (for CRP only).
			10. Conservation assistance notes. (i.e. NRCS-CPA-6).
			11. FSA aerial photocopies clearly identify the site with field numbers, boundaries, tract numbers, and symbols showing the determination made.
			12. Soil map with the site in question clearly identified.
			13. List of HEL soil map units.
			14. Wind/Water erosion worksheet or other appropriate documentation data.
			a. Name and acres of each HEL and NHEL soil map unit by field.
			b. Soil loss tolerance factor (T) of each soil map unit.
			c. USLE factor values used in making determinations. Include actual slope length and percent of all potentially HEL soil map units and the appropriate (LS) factor.
			d. Minimum (LS) required for HEL.
			e. Were ephemeral gullies used in making determination?
			f. WEQ factor values used in making determinations.
			g. Calculations for Predominance determinations.
			15. Administrative record clearly identifies person(s) who made determinations/reviews at various levels of appeal.
			16. Conservation plan (if applicable).
			17. Any other material that may have a bearing on the appeal (if applicable).

1/ Check (✓) if information is included in the administrative record, enter NA if not appropriate, or answer yes or no.