2006-001 WHIP ARCGIS File Transfer Protocol

Florida NRCS Field Office Technical Guide

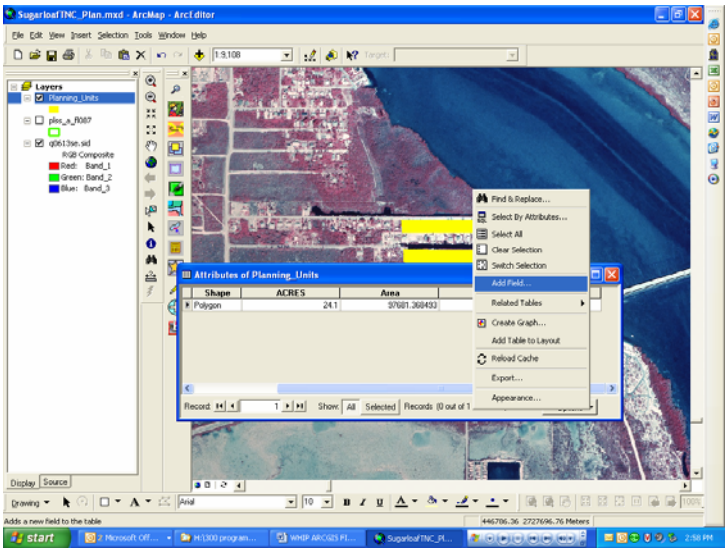
This document provides instructions for transferring planning land unit delineations and attributes from a biologist of the Fish & Wildlife Commission (FWC) to an NRCS planner. This file transfer protocol accelerates the process of developing conservation plans under the Wildlife Habitat Improvement Program (WHIP).

NRCS planners using this procedure **MUST** be aware that this protocol transfers automatically only the geometry of GIS files received from FWC biologists. Land attributes and practice information must be entered using appropriate Toolkit tools based on information depicted in related thematic maps.

This document presents specific instructions for FWC biologists in Part A and for NRCS planners in Part B. The instructions in this supplement assume 1) that the user is familiar with using MS-Windows operating system, basic file management and GIS operations; 2) a customer folder has been checked out from the National Conservation Planning Database; 3) digital maps and photos for the Service Center are available on the service center server, and 4) the planner is familiar with the Practice Schedule tool in Toolkit:

A- <u>FWC Biologist</u>

1) Use Public Land Survey System grid, quadrangle map, and orthoimagery projected to UTM NAD 83, NOT ALBERS to locate planning area
2) Create **<u>single shape file</u>** named "Planning_Units" that will include property boundary and fields. Planning units should be a solid color overlay.
3) Create new database field named "Fld_Luse", defined as a text field, size is 50 characters.



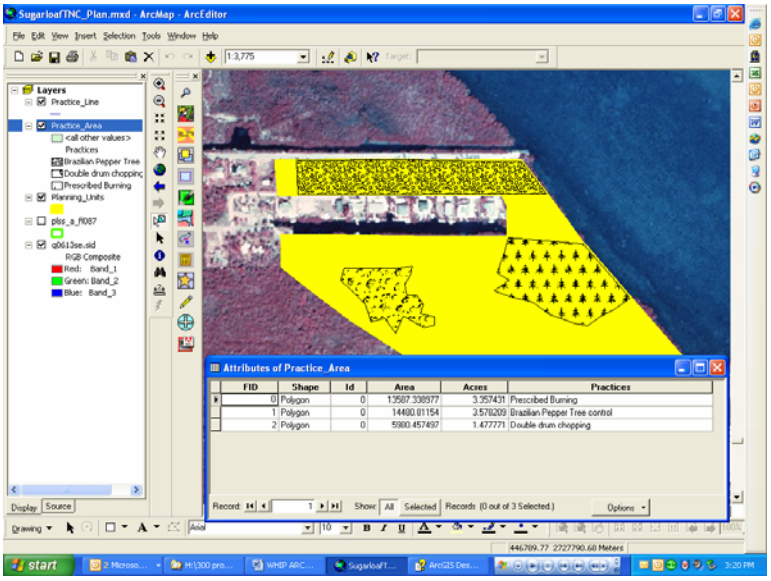
4) Outline property boundary first, then split individual fields from the outer perimeter inward. Use Cut Polygon feature.

5) Select tabular record of each delineated field, and enter field number and land use under "Fld_Luse" (e.g. 1 – Pasture; 2 – Grazed Forest etc.). Remember that a) field numbers should correspond to those denoted within the CPA 36; b) land use categories are from the official NRCS list below* (See attachment for definitions of these land uses); and c) Planning units should be a solid color overlay.

• Crop	• Native/Naturalized Pasture
• Forest	• Pasture
• Grazed Forest	• Recreation
• Grazed Range	• Urban
• Headquarters	• Water
• Hay	• Wildlife
• Mined	• Watershed Protection
• Natural Area	

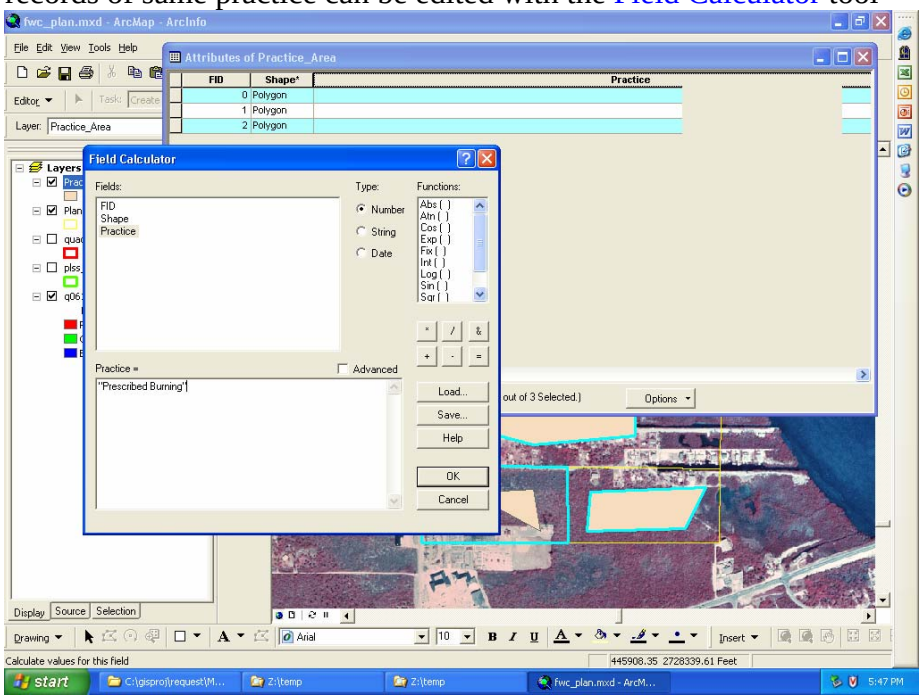
* If a planted pine stand does not have a field number designation and WILL BE managed for wildlife, use 'Wildlife' as the Land Use instead of 'Forest'

6) Create additional shapefiles as needed to represent different types of practices. Create one shapefile per type of feature. Name as: Practice_Point, Practice_Line, or Practice_Area (for polygons). Practices should be a clear "hatched" overlay of the solid planning unit.



- Create new database field named "Practice", defined as a text field, size is 100 characters.
- Draw practice features. Split line and polygon features at field boundaries. Use Snapping function as appropriate for lines. Use Split Field tool for polygons.

- Select tabular record of practices and enter practice name under “Practice”. Multiple records of same practice can be edited with the Field Calculator tool

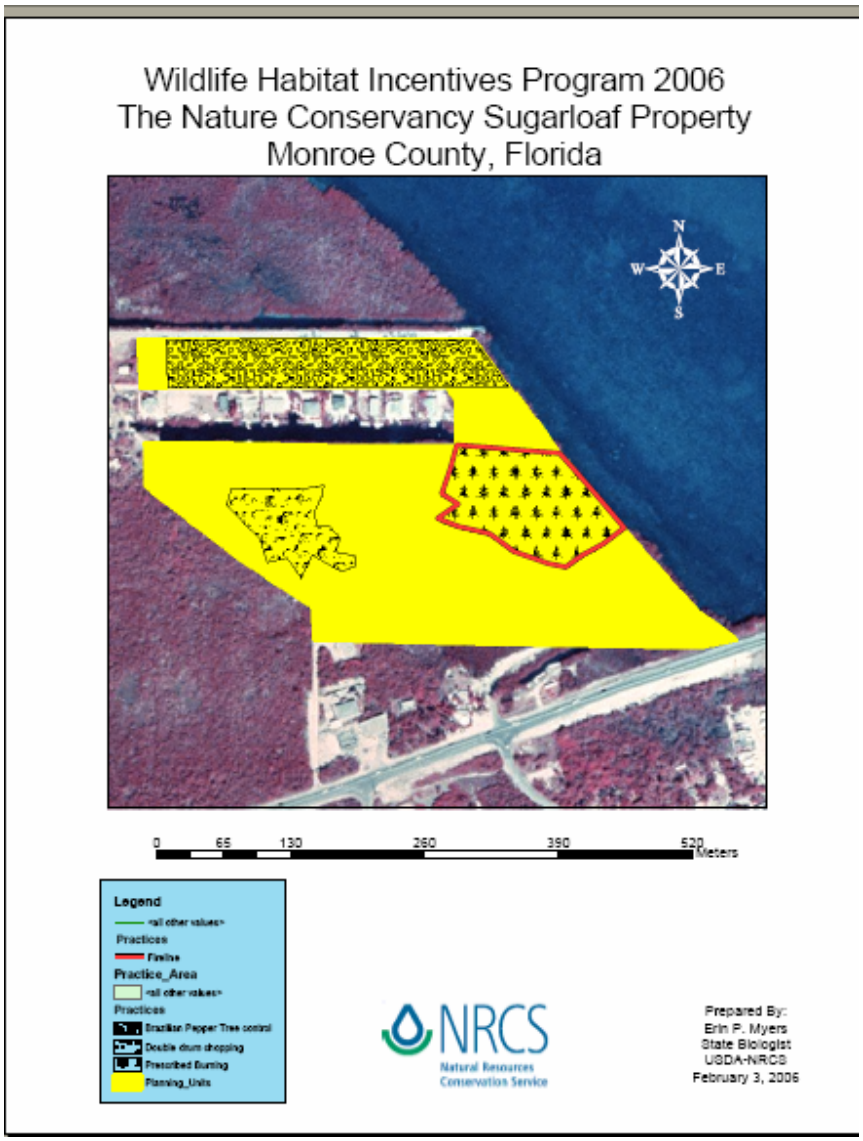


- Create legend for each layer using different symbols for selected category (e.g. “Fld_Luse”, or “Practice”. Practices should be a clear “hatched” overlay of the solid planning unit. Planning units should be a solid color overlay

- Create map layout with customized legend, and add labels for Field Number, NRCS Land Use, Contract Acres

- Export map layout to PDF formatted file

7) Compress shapefiles with Winzip (although you will need to rename as a .zit), name file: ‘last name_first name WHIP2006’ and email to DC. Compressed file should include: CPA 36.xls, Planning_Units shapefile, Practice shapefile(s), WHDP word document, map layout in .pdf format.


Wildlife Habitat Incentives Program 2006
The Nature Conservancy Sugarloaf Property
Monroe County, Florida
N
W
E
S
0
65
130
260
390
520
Meters
Legend
<all other values>
Practices
Fireline
Practice_Area
<all other values>
Practices
Brazilian Pepper Tree control
Double drum chopping
Prescribed Burning
Planning_Units
NRCS
Natural Resources
Conservation Service
Prepared By:
Erin P. Myers
State Biologist
USDA-NRCS
February 3, 2006

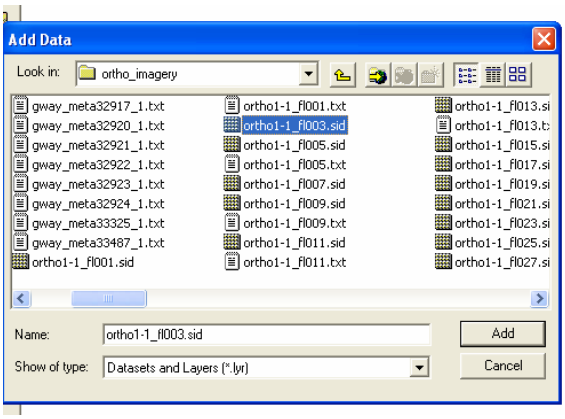
B- NRCS District Conservationist (Planner)

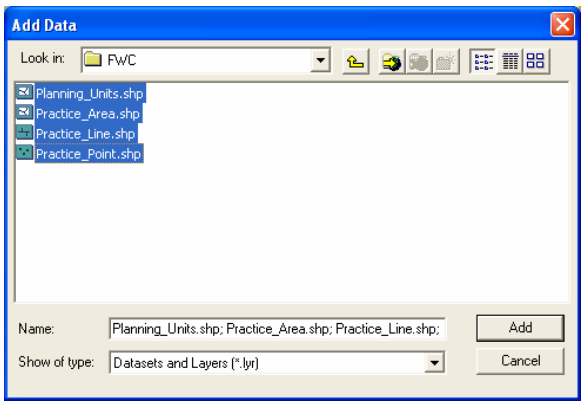
8) Check out (or create if you haven't done so) appropriate customer folder

9) Using Windows Explorer, create an "FWC" subfolder within the customer folder located under C:\Customer_Files_Toolkit

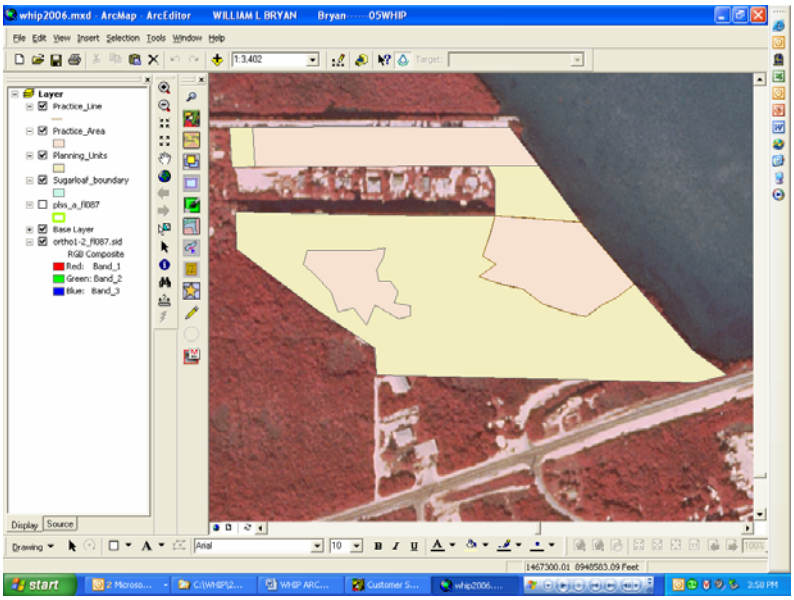
10) Uncompress Winzip file into FWC subfolder
    a. WinZip → Extract to
    b. C:\Customer_Files_Toolkit\<customer name>\FWC →Extract

11) Open customer folder in Toolkit v5. Launch ArcMap template (ToolkitGIS_Template.mxd). Load orthoimagery from F:\geodata\ortho_imagery and all FWC .shp files from C:\Customer_Files_Toolkit\<customer folder>\FWC into map document (*.mxd)

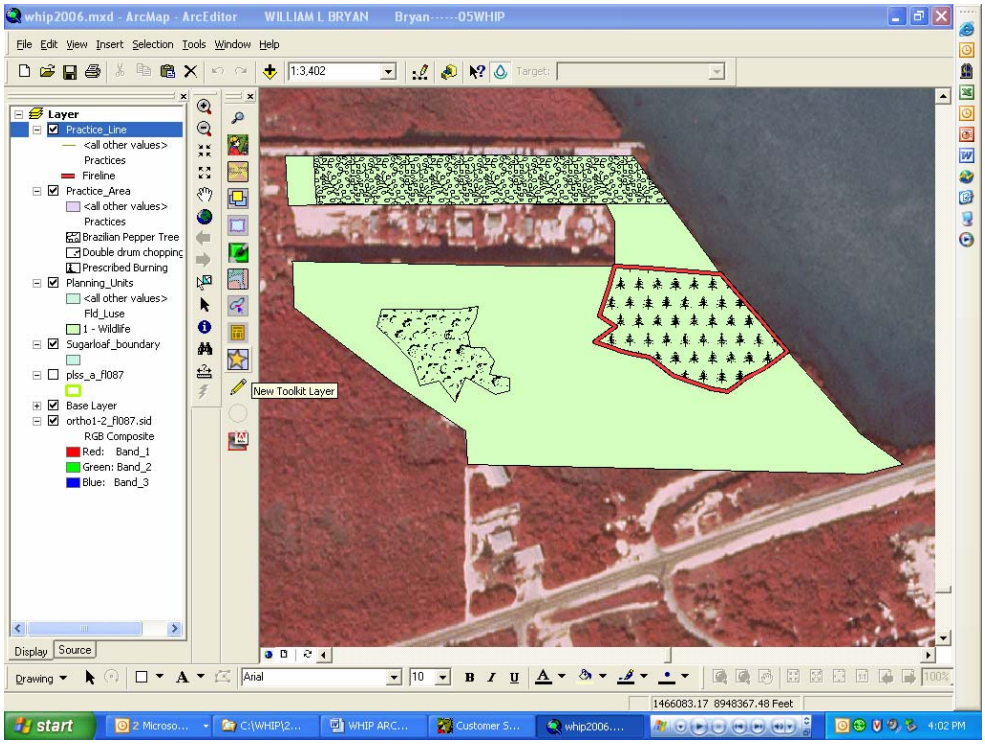




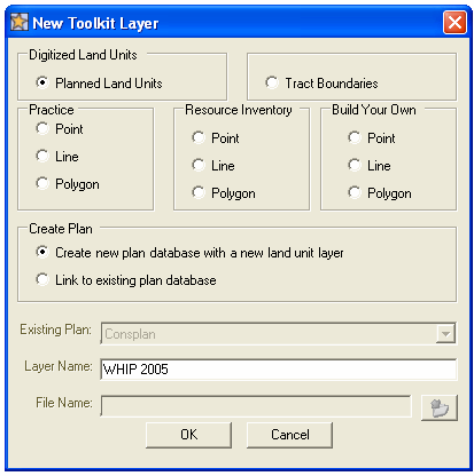
Right click over Planned_Units and "Zoom to Layer"

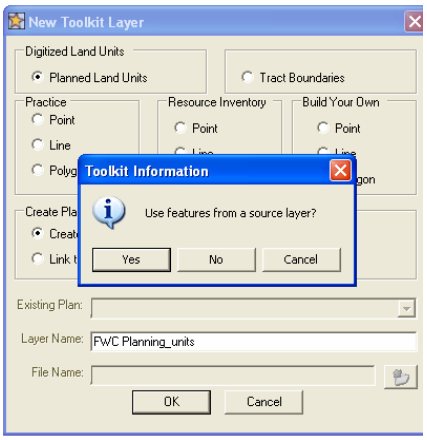


12) Create a new plan in Toolkit using the **Create New Layer** button



Select "Planned Land Units" and click OK. When prompted to "Use features from source layer" Select "NO"



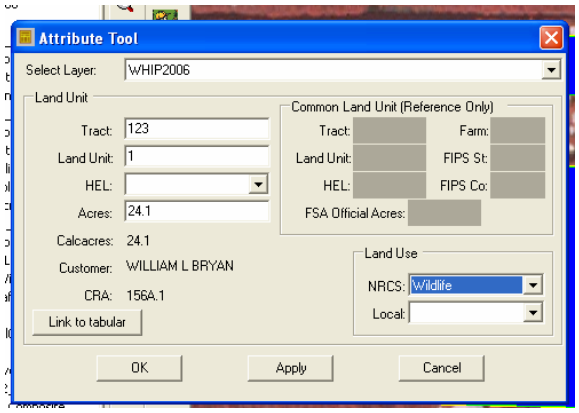


13) Set selectable layer to FWC Planning_units. This will be through the "Selectable layers" icon on the ArcGIS toolbar, or through the menu bar by clicking **Selection** followed by **Set Selectable Layers….**

14) Click the Select Features tool on the ArcGIS toolbar to select field boundaries to copy.

15) On ArcGIS button bar, click the Copy button. Click the Paste button to copy fields into Toolkit Planning Land Unit layer.Save edits and stop editing.

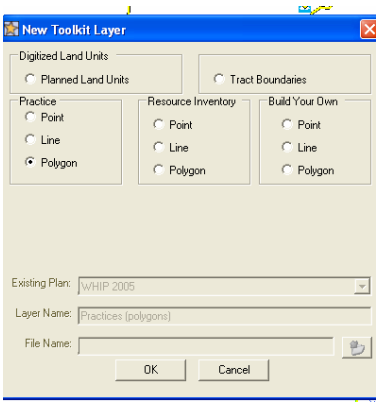
16) Attribute fields with the **Attribute Tool** and enter tract number, field number, landuse. You may use the PDF map from FWC or the Identify tool to view field attributes assigned in Planning_Units shapefile. Select a field and enter attribute in the Attribute Tool dialog box. Click **Apply**. Continue this process until all land units have been attributed. When finished attributing all land units, click **OK** to dismiss the Attribute Tool dialog window



To change acreage to reflect CPA 36, enter contract acres in the "Acres" field of above dialog box.

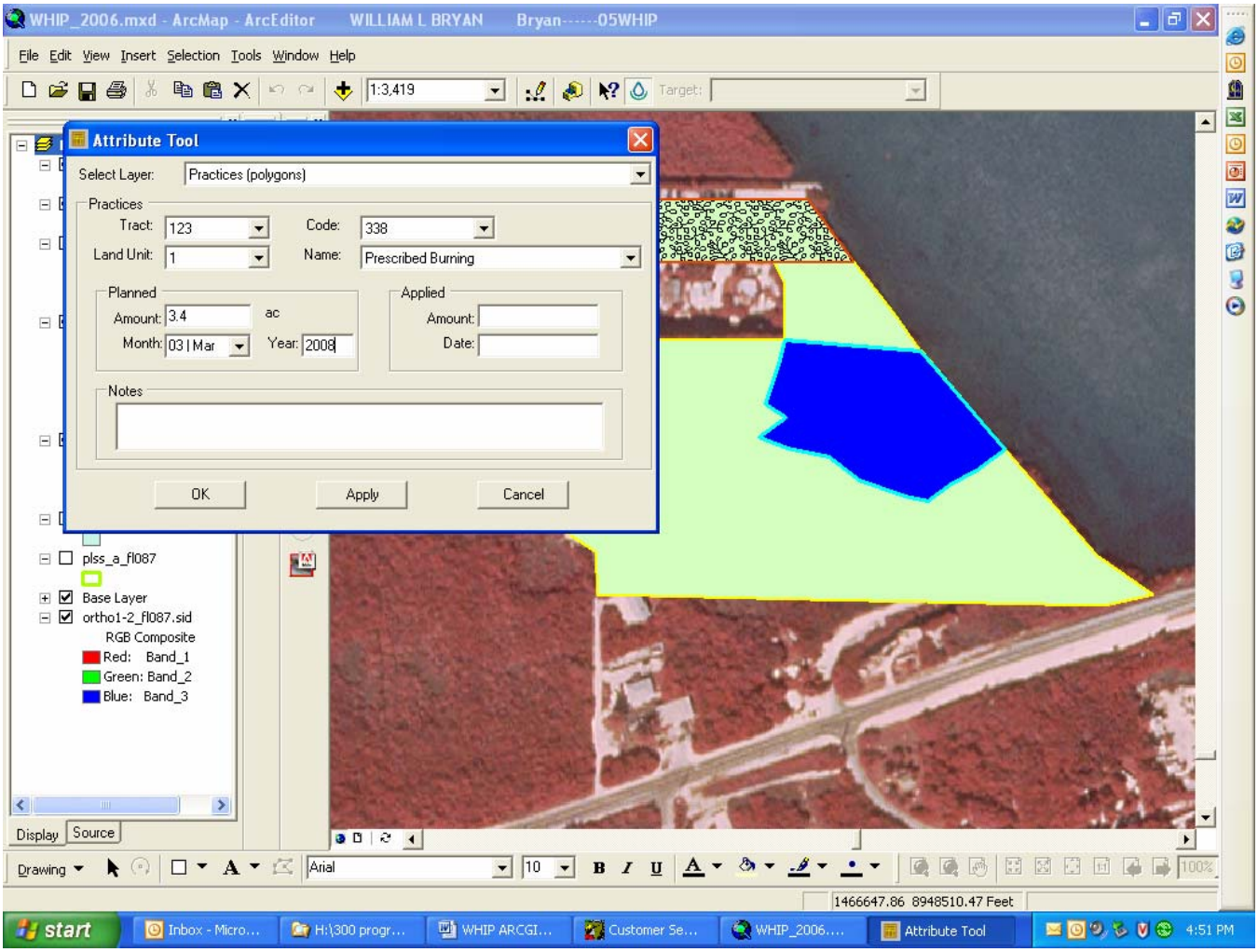
17) Create new Practice layer in Toolkit using the **Create New Layer** button**,** and in the "New Toolkit Layer" dialog box, choose feature type under Practice. Click OK.

18) Set selectable layer to FWC management layer (Practice_Point, Practice_Line, or Practice_Area)



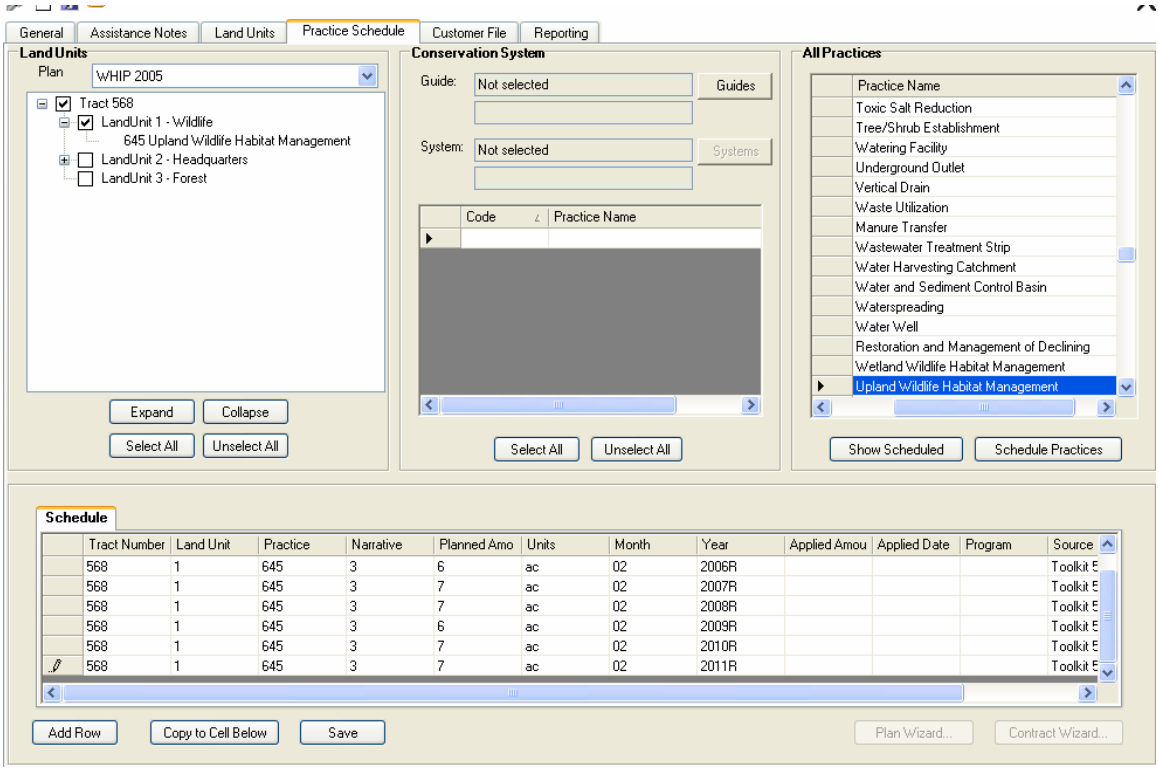
19) Click the Select Features tool on the ArcGIS toolbar to select practice features to copy. Click the Copy button. Click the Paste button to copy practice features into Toolkit Practice layer. Save Edits and Stop Editing.

20) Attribute features with the **Attribute Tool** and enter practice code, name, amount, date etc. You may use the PDF map from FWC or the Identify tool to view field attributes assigned in "Practice" shapefile. Select a practice and enter attribute in the Attribute Tool dialog box. Click **Apply**. Continue this process until all practice features have been attributed. When finished click **OK** to dismiss the Attribute Tool dialog window



21) Use CPA 36, WHDP and Implementation Schedule to develop practice schedule and contract

22) Upload contract into Protracts



For additional information or support, please contact:

Jean-Paul Calixte
GIS/GPS Coordinator
USDA-NRCS
Jean-Paul.Calixte@fl.usda.gov
Ph: 352.338.9511

Erin P. Myers
State Biologist
USDA-NRCS
Erin.P.Myers@fl.usda.gov
Ph: 352.338.9547