

**STATEMENT OF WORK**  
**Windbreak/Shelterbelt Renovation (650)**  
**Kansas**  
**February 2012**

**State contact: State Resource Conservationist**

**These deliverables apply to this individual practice. For other planned practice deliverables, refer to those specific statements of work.**

## **DESIGN**

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### **Deliverables**

1. Pre-design conference with client.
2. Contact district forester for planning assistance.
3. Planned practice as identified in the conservation plan will address the identified resource concern.
4. If enrolled in a conservation program, this practice must meet all conditions and requirements of program enrollment that may exceed the practice standard.
5. Design documentation that will demonstrate that the criteria in Natural Resources Conservation Service (NRCS) practice standard has been met and is compatible with planned and applied practices. (Form KS-ECS-5, Tree/Shrub Planting)
  - a. Practice purpose(s) as identified in the conservation plan
  - b. List of required permits to be obtained by the client
  - c. Practice standard criteria-related computations and analyses to develop plans and specifications including but not limited to the following:
    - i. Determination of needed cultural measures including addition of new rows to maintain intended density and functions
    - ii. Protective measures for plants to maintain intended functions including Conservation Practices 472, Use Exclusion, and 595, Pest Management.
6. Written plans and specifications (including sketches and drawings) shall be provided to the client that adequately describe the requirements to install the practice and obtain necessary permits.
7. Documentation of needed operation and maintenance.
8. Certification that the design meets practice standard criteria and complies with applicable laws and regulations will be documented on Form KS-ECS-5.
9. Certification that the client has reviewed the design and agrees to carry out the practice as planned will be documented on Form KS-ECS-5.
10. Compliance with all federal, state, tribal, and local laws and regulations and NRCS policies during design will be documented on Form NRCS-CPA-52, Environmental Evaluation Worksheet, for Conservation Planning.
11. Compliance with NRCS national and state utility safety requirements (National Engineering Manual [NEM] Sections 503.0 through 503.6 and NEM Part KS503).
12. Progress reporting.

## **INSTALLATION**

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### **Deliverables**

1. Pre-application conference with client.
2. Verification that client has obtained required permits.
3. Staking and layout according to plans and specifications including applicable layout notes.
4. Application guidance as needed.
5. Facilitate and implement required design modifications with client and original designer.
6. Advise client/NRCS on compliance issues with all federal, state, tribal, and local laws, regulations and NRCS policies during installation.
7. Certification that the application process and materials meet design and permit requirements (Form KS-ECS-5).

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**CHECKOUT**

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**Deliverables**

1. Records of application.
  - a. Extent of practice units applied
  - b. Actual cultural measures/plant materials used and applied
2. Certification that the application meets NRCS standards and specifications and is in compliance with permits (Form KS-ECS-5).
3. Progress reporting.

**REFERENCES**

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- NRCS electronic Field Office Technical Guide (eFOTG), Section IV, Conservation Practices 650, Windbreak/Shelterbelt Renovation; 612, Tree/Shrub Establishment; 391, Riparian Forest Buffer Plantings; 422, Hedgerow Planting; 490, Forest Site Preparation; and 660, Tree/Shrub Pruning.
- NRCS National Forestry Handbook, Part 636.4
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook
- Kansas NRCS Web site, Technical Resources/Technical Notes/Ecological Sciences/Forestry Technical Note 9
- NRCS eFOTG, Section II, Soils Information/County/County Soil Data Mart/Map Unit Name/Windbreaks and Environmental Plantings
- NEM Sections 503.0 through 503.6 and Part KS503