

ADMINISTRATIVE RECORD DOCUMENT INDEX
HEL CONSERVATION COMPLIANCE – NOT ACTIVELY APPLYING APPEALS

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| NAME (APPELLANT) | TRACT NO: |
| COUNTY: | STATE: Nebraska |

SECTION I. Forms/Data

- Chronology of Events including Conservation Assistance Notes (NRCS-CPA-6 or CPA-28) for past 5 years
- Any prior variances or notifications of previous technically inadequate plans, including copies of plans
- Requests for reconsideration and appeals were completed within prescribed time periods? **(circle YES or NO)**
- Annual Status Review Worksheet (NE-CPA-FSA-2 – Water Erosion or NE-CPA-FSA-3 – Wind Erosion)
- AD-1026(2) and AD-1026U(s) – All years pertinent to the appeal
- NRCS-CPA-026 (with attached dated FSA photo w/HEL designations and revisions that clearly identify the site with field numbers, boundaries, tract numbers)
- NRCS-CPA-027 (if applicable for reinstatement)
- FSA-569
- FSA-578 or other appropriate cropping documentation
- 7CFR Subtitle A Part 12 HEL and WC (provided by State Office)
- NFSAM appropriate section for determinations or applying conservation system (provided by State Office)
- ACS or BCS Quality Criteria (provided by State Office)

SECTION II. Letters of Appeal from the “Appellant” followed by Letters of Determination from NRCS in Chronological order – newest on top. (Include Field notes from each level)

- Reconsideration/Field Review Request (if applicable)
- Mediation Request (If applicable)
- Waiver Request (If applicable)
- Other Appellant letters and materials presented by the person in support of the appeal (if applicable)
- NRCS letters (status review notes, reconsideration notes, final decision letters, and others)

SECTION III. Soils HEL Information (Frozen Data)

- Archived/Frozen HEL Soils map and legend with area in question clearly identified and outlined in color
- County Frozen Highly Erodible Land Soils list
- Archived/Frozen LS, R and C factor tables (provided by State Office)
- Onsite examination report of HEL criteria and soils, including documentation of PHEL (NE-CPA-FSA-Worksheet-1 HEL FIELD DETERMINATION WORKSHEET)

SECTION IV. Conservation Plan and Schedule of Application

- Conservation Plan (Toolkit Plan, NRCS-CPA-68 and appropriate Nebraska Planning Sheets, i.e., NE-PS-18, other planning sheets)
- Conservation Plan Maps with area in question clearly identified and outlined in color
- Ephemeral gully control information provided (jobsheets, drawings or other materials providing design or planning information).
- Conservation Plan Soils Map and Soils Data (current soil survey data)
- Calculation for Predominant erodible soil for planning purposes.

SECTION V. NRCS Supporting Data for Determination

- Photographs of site visits (residue levels, gully erosion, etc.)
- Soil loss calculations and factors used
- NE-CPA-30 (RUSLE2 Profile Erosion Calculation Record)
- WEQ Documentation
- Were ephemeral gullies used in making determination? **(circle YES or NO)**

SECTION VI. Other Supporting Data

- Meeting Records and Notes, summaries and hearings
- Records and notes from field and office visits and phone calls signed and dated
- Records of hearings including persons present, data prescribed, and decision reached
- Other correspondence