

Date Received:

Control No:

**Field Office and TSP Certification Plan Review Checklist**

**Conservation Activity Plan –  
Grazing Management Plan Practice Activity Code (110)**  
(Refer to National Bulletin 450-13-3 for a complete listing of CAP Criteria)

**Purpose:** The purpose of the checklist is to provide guidance for elements that need to be addressed or included in the Conservation Activity Plan (CAP). The checklists are recommended for use by NRCS staff and Technical Service Providers, but are not required. NRCS staff can use the checklist for administrative review of the sample plans submitted as part of the certification process as well as all other plans submitted after a TSP is certified. TSPs can use the checklist for a general guidance of elements to include in the plan, but it is still the TSP's responsibility to follow the CAP Plan Development Criteria for specific elements and the detail of each element to be included.

**Instructions:** The checklist should be completed and submitted with the sample plan or the hardcopy of the client's plan as described below:

- **Prospective TSP's** should submit the completed checklist and sample plan by mail or email (complete plans should be sent as a single electronic file for example pdf, word or scanned file) to the appropriate State TSP Coordinator for technical review to become a certified TSP. A list of State TSP Coordinators can be found at: <https://techreg.sc.egov.usda.gov/RptStateContact4Admin.aspx>.
- **Certified TSP's** should submit the completed checklist, hardcopy and electronic copy of the client's plan to the local NRCS Field Office or appropriate State TSP Coordinator for administrative review.
- **NRCS Staff** should complete the checklist for administrative review and place the completed checklist in the client's file. Administrative review involves a review of the content of the plan to ensure all required elements are present, but does not involve technical review for correctness. (Please Note: If technical review is needed, the completed checklist and client plan should be forwarded to the appropriate State Office staff or NHQ for technical review.)

Please Note: Should a State not have the technical specialist to conduct the technical review, requests can be submitted (by the State Office) to NHQ for review. For NHQ review please submit the complete plan and checklist by mail or email to the TSP Team. See below for address information.

## Grazing Management Plan

<b>State/County:</b>	<b>Date Plan Submitted:</b>
<b>Producer/Owner:</b>	<b>Technical Service Provider:</b>
<p><b>A Grazing Management Plan</b> is a site specific conservation plan developed for a client which addresses one or more resource concerns on land where grazing related activities or practices will be planned and applied.</p> <p>Technical Guidance, Criteria, and Content for the Grazing Management Plan is found at the URL: eDirectives <a href="http://directives.sc.egov.usda.gov/">http://directives.sc.egov.usda.gov/</a> . Navigate to: Handbooks Title 190 Ecological Sciences, Part 610 – National Range and Pasture Handbook.</p> <p><b>Minimum components of a Grazing Management Plan shall include:</b></p>	

<b>1.</b>	<b>Cover Page</b>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>a. Name, address, phone of client and TSP;</li> <li>b. Total acres of the plan;</li> <li>c. Signature blocks for TSP, producer and NRCS acceptance.</li> </ul>
<b>2.</b>	<b>Background and Site Information:</b>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>a. Landowner information – name, address, operation, size;</li> <li>b. Location and plan map of parcel;</li> <li>c. Soils map and appropriate soil descriptions;</li> <li>d. Resource assessment results.</li> </ul>
<b>3.</b>	<b>Identify client objectives such as:</b>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>a. Forage yield, quality, diversity, and persistence;</li> <li>b. Meet livestock nutritional needs;</li> <li>c. Maximize browse, forage and roughage pasture yields;</li> <li>d. Improve production cost efficiency;</li> <li>e. Maintain or improve wildlife habitat;</li> <li>f. Maintain or improve water quality;</li> <li>g. Prevent or reduce erosion;</li> <li>h. Others as appropriate.</li> </ul>
<b>4.</b>	<b>Existing conditions:</b>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>a. Consult Ecological Site Description as reference condition;</li> <li>b. Vegetative species, diversity, and condition by land use, ecological site and forage suitability group;</li> <li>c. Animal types, (breed and species including wildlife) and number;</li> <li>d. Acres available;</li> <li>e. Waste handling and storage;</li> <li>f. Watering system;</li> <li>g. Fencing;</li> <li>h. Documentation of existing practices/history/grazing records;</li> <li>i. Current forage and roughage conditions;</li> <li>j. Current animal demand/forage balance (livestock and wildlife);</li> <li>k. All resource concerns (not meeting Quality Criteria).</li> </ul>

<b>5.</b>	<b>Desired Future Conditions:</b>																																										
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>a. Recordkeeping;</li> <li>b. Monitoring plan;</li> <li>c. O&amp;M for practices;</li> <li>d. Nutrient Management as applicable;</li> <li>e. Fencing;</li> <li>f. Animal demand/forage/roughage balance;</li> <li>g. Adequate water source(s);</li> <li>h. Plant species composition.</li> </ul>																																										
<b>6.</b>	<b>Grazing Land Planning Documentation:</b>																																										
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>a. Conservation plan map-scale, north arrow, planned and existing boundaries, fields, paddocks, watering systems, fence, land use, appropriate map symbols, identification of forage suitability groups and/or ecological sites by field;</li> <li>b. Grazing distribution and key grazing sites and species;</li> <li>c. Soils map-legend, interpretations, forage suitability index for grazing activities, ecological site descriptions;</li> <li>d. Resource concerns addressed by the conservation plan;</li> <li>e. Contingency plans for winter, drought, fire, flood mud, mortality, bio-security, etc;</li> <li>f. Planned animal demand/forage balance (livestock and wildlife);</li> <li>g. Conservation plan: The record of decisions shall included planned practice(s), schedule for implementation, site-specific specifications to apply the conservation practice. The site-specific specifications can be on a NRCS Jobsheet or narrative form for non-engineering type practices. Planned engineering type practices shall include the conservation practice, schedule of implementation and identified on the plan map.</li> </ul> <p>Practices requiring site-specific specifications:</p> <table border="1" style="margin-left: 40px;"> <thead> <tr> <th style="background-color: #d3d3d3;">Code</th> <th style="background-color: #d3d3d3;">Practice Name</th> </tr> </thead> <tbody> <tr><td>314</td><td>Brush Management</td></tr> <tr><td>315</td><td>Herbaceous Weed Control</td></tr> <tr><td>382</td><td>Fence</td></tr> <tr><td>511</td><td>Forage Harvest Management</td></tr> <tr><td>512</td><td>Forage and Biomass Planting</td></tr> <tr><td>528</td><td>Prescribed Grazing</td></tr> <tr><td>548</td><td>Grazing Land Mechanical Treatment</td></tr> <tr><td>550</td><td>Range Planting</td></tr> </tbody> </table> <p>Additional practices for planning consideration, but not requiring site-specific specifications:</p> <table border="1" style="margin-left: 40px;"> <thead> <tr> <th style="background-color: #d3d3d3;">Code</th> <th style="background-color: #d3d3d3;">Practice name</th> </tr> </thead> <tbody> <tr><td>322</td><td>Channel Bank Vegetation</td></tr> <tr><td>338</td><td>Prescribed Burning</td></tr> <tr><td>342</td><td>Critical Area Planting</td></tr> <tr><td>378</td><td>Pond</td></tr> <tr><td>380</td><td>Windbreak/Shelterbelt Establishment</td></tr> <tr><td>381</td><td>Silvopasture Establishment</td></tr> <tr><td>382</td><td>Fence</td></tr> <tr><td>390</td><td>Riparian Herbaceous Cover</td></tr> <tr><td>394</td><td>Firebreak</td></tr> <tr><td>395</td><td>Stream Habitat Improvement and Management</td></tr> <tr><td>472</td><td>Access Control</td></tr> </tbody> </table>	Code	Practice Name	314	Brush Management	315	Herbaceous Weed Control	382	Fence	511	Forage Harvest Management	512	Forage and Biomass Planting	528	Prescribed Grazing	548	Grazing Land Mechanical Treatment	550	Range Planting	Code	Practice name	322	Channel Bank Vegetation	338	Prescribed Burning	342	Critical Area Planting	378	Pond	380	Windbreak/Shelterbelt Establishment	381	Silvopasture Establishment	382	Fence	390	Riparian Herbaceous Cover	394	Firebreak	395	Stream Habitat Improvement and Management	472	Access Control
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		516	Pipeline	
		561	Heavy Use Area Protection	
		574	Spring Development	
		575	Animal Trails and Walkways	
		580	Streambank and Shoreline Protection	
		590	Nutrient Management	
		595	Integrated Pest Management	
		614	Watering Facility	
		642	Water Well	
		644	Wetland Wildlife Habitat Management	
		645	Upland Wildlife Habitat Management	
		657	Wetland Restoration	
		658	Wetland Creation	
		659	Wetland Enhancement	
<b>7.</b>	<b>Deliverables:</b>			
<input type="checkbox"/>	a. Complete hardcopy for the client; b. Complete hardcopy and electronic copy of the client's plan for NRCS: <ol style="list-style-type: none"> <li>1. Digital Conservation Plan Map with fields, features and structural practices located;</li> <li>2. Digital Soils Map.</li> </ol>			

Yes	No	Checklist Approval	
		I have administratively reviewed this Grazing Management Plan and it meets all the FY13 Plan Development Criteria for Conservation Activity Plan 110.	
NRCS Representative Name and Title (print or type):			
NRCS Representative Signature			Date:
Notes (If "No" is checked, include reasons for denial, comments, missing items that need to be added, etc.):			

**Email:** [tsp@wdc.usda.gov](mailto:tsp@wdc.usda.gov).

**Mailing Address:** **Technical Service Provider Team**  
USDA - Natural Resources Conservation Service  
1400 Independence Ave SW, Room 6016  
Washington, DC 20250