

# Conservation Plan Folder Requirements

**Black**– Include in NRCS Case File and Customer Folder

**Green**– Include in NRCS Case File ONLY

## Conservation Plan Document

### Business/Customer Information

- Owner/Operator Name
- Mailing Address
- Telephone Number

### Objective Statement

### Record of Customer's Decision

- Implementation Schedule
- Site Specific Narrative Statements
- Operation and Maintenance Statements

### Standard Statement

### Signature Block

- Customer
- Certified Planner
- Conservation District (If Applicable)

## Mapping Requirements

### All Maps Contain:

- Title Block Showing:
  - Map Title
  - Name of Conservation District, County, and State
  - Customer's Name
  - Date Map Prepared
  - FSA Farm and Tract number
  - Planner's Name (Optional)
- Scale Bar
- Map Legend

### Required Maps

- Location Map (If Applicable)
- Conservation Plan Map Showing:
  - Field and Tract Boundaries
  - Field Labels
    - Field Numbers
    - NRCS Land Use Designation
    - Field Acreage
    - HEL Determination
  - Road Names
  - Waters of the Commonwealth
  - Location of all Known Utilities
  - Conservation Practices (Existing and Planned)
- Detail Maps (As Needed)
- Soils Map Showing:
  - Field and Tract Boundaries
  - Soil Polygons
  - Map Unit Symbols
- Topographic Map

## Land Use Requirements

### All Land Uses

- Identify Treatment and Management of:
  - Gully Erosion
  - Near-Stream Areas
  - Areas of Animal Concentration

### Cropland/Hayland

- 328, 512, or other management practices

### RUSLE 2 Calculations (Cropland Only)

- Plan View Printout
- Management View Printout

### Pasture

- 528
- Prescribed Grazing Documentation

### Headquarters

- CNMP (if applicable)

## More Information

For questions regarding conservation planning or required documentation, please contact:

Gwendolyn Crews  
(717) 237-2218  
gwendolyn.crews@pa.usda.gov

## Supporting Documentation

### Job Sheets (As Needed)

- PA Wildlife Habitat Evaluations (By Land Use)
- Assistance Notes (NRCS-CPA-6)

### Environmental Compliance

- Environmental Evaluation (NRCS-CPA-52)
- Cultural Resources Review Worksheet with E-Mail Verification
- PNDI Project Environmental Review Receipt

### National Food Security Act Compliance (If Applicable)

(‘Highly Erodible Land Compliance’/ ‘Wetland Compliance’)

- AD-1026
- Farm Producer Data Report
- NRCS-CPA-026E
- NRCS-CPA-027