

Vermont Bulletin: VT-450-16-1

Date: December 18, 2015

Subject: Conservation Practice Certification Requirements

To: All Vermont NRCS Employees

Purpose: 1- To provide all employees with updated Vermont NRCS policy, to create consistency and to ensure national required documentation procedures for conservation practice certification are being met.
2- To replace and update policy provided in VT State Bulletin 180-12-1.
3- To provide additional guidance as related to VT State Bulletin 440-16-3.

Expiration Date: September 30, 2016 or until replaced

Background: 1-National policy regarding practice certification and documentation requirements were recently updated. Refer to GM450_407 - Part 407.
2-With mandated use of DMS, it is expected that audit reviews will be conducted remotely and all contract associated documents need to be accessible in DMS.
3-A 2014 National Oversight and Evaluation review of Vermont NRCS operations indicated that practice certification documentation 'did not conform to agency guidance and were not adequate to support payments'. As a result of this O&E finding, VT NRCS is required to (among other items):
- clearly define documentation required for conservation practice certification and payment.
- emphasize agency policy on certifying performance for financial assistance through a State bulletin or training.

Explanation: Beginning immediately, all conservation practices certified for any USDA Financial Assistance Program or for CTA will follow the guidance provided in the attached: 'VT Practice Documentation Process'.

This bulletin, 'VT Practice Documentation Process' and additional attachments are filed in the electronic Field Office Technical Guide, Section IV-G.

Contact: If you have any questions or need assistance, please contact John Thurgood ASTC-Operations.


VICKY M. DREW
State Conservationist

ATTACHMENT (4)

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State Bulletins\450 Technology