



Conservation Plan Reviews

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| Planner: | | Location: | | Date: | |
| Planner Affiliation: | | Planner's Current DCR certification level: | | | |
| <input type="checkbox"/> SWCD <input type="checkbox"/> RMP | | <input type="checkbox"/> Conservation Planner <input type="checkbox"/> RMP Planner <input type="checkbox"/> None | | | |
| Purpose of Review: | | <input type="checkbox"/> Certified Conservation Planner Designation <input type="checkbox"/> Recertification | | | |
| Customer Plan Id: | | District: | | Farm Name: | |
| Minimum Plan Requirements meet: | <input type="checkbox"/> Identified Soil Concern | <input type="checkbox"/> Surface Water Feature | <input type="checkbox"/> Represents Farming in the District | | |
| Review Items | | | "Y/N" or "NA" | Comments/Deficiencies (explain all "no" answers) <i>*Items needing corrections</i> | |
| 1. Problems and Opportunities | | | | | |
| Have existing, potential and perceived resource problems, concerns and opportunities been identified and documented? | | | | | |
| 2. Client Objectives | | | | | |
| Are the client objectives documented including the desired future condition as compared to the current conditions? | | | | | |
| 3. Inventory/Analyze Resource Data | | | | | |
| Are inventories appropriate to support planning decisions to treat resource concerns? Inventories should be: <ul style="list-style-type: none"> a. Appropriate for land use b. Based on site specific concerns identified c. Support planning objectives <ul style="list-style-type: none"> i. Livestock (number, type, and condition) ii. Crop (cropping history) iii. Pasture (pasture condition score) | | | | | |
| Have problems been analyzed, compared to planning criteria and documented on appropriate assessment tools and worksheets if applicable (should be included in case file)? | | | | | |
| Have appropriate environmental evaluations been completed (Resource Guide Sheet)? | | | | | |

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| 4. Recommended Actions | | |
| Have recommendations been provided that: a. Achieve objectives b. Solve identified problems c. Prevent additional problems d. Take advantage of opportunities e. Meet resource planning criteria | | |
| Are appropriate assessment tools and worksheets used in developing and evaluating recommendations and maintained in the case file? | | |
| 5. Decisions – Conservation Plan Document and Supporting Data | | |
| Does the record of planning decisions contain planned practices, approved practice narratives, extents and schedule of implementation: a. Adequate to support the treatment of identified resource concerns b. Specific enough to provide all necessary data for practice application | | |
| Are forms and other documentation referenced in the conservation plan adequate, appropriate and maintained within the case file? | | |
| Has operation and maintenance information been provided (included in plan narrative, job sheet or separate document) to the client? | | |
| Has the client been advised on all resource concerns to meet a DCR Conservation Plan on either crop or pasture land? Has the Resource Guide Sheet been documented in Conservation Planning Module? | | |
| 6. Plan (Case File) Format and Content | | |
| Are Conservation Planning Notes comprehensive, neat, legible and of professional quality? | | |
| Are plan maps present and do they include minimum items outlined in the Table of Contents List? | | |
| Are soils maps and reports adequate and appropriate for the planning area (soil maps and interpretations)? | | |
| Are Case File contents assembled and maintained according to DCR guidance? | | |
| 7. Client Communications | | |
| Has communication with the client been clear and effective? | | |
| 8. Instruction and Training | | |
| Has the planning instruction and training been followed? | | |

| 9. Proficiency Level | | |
|---|--|---|
| <p>Have essential Knowledge, Skills, and Abilities proficiency been met:</p> <ul style="list-style-type: none"> a. Knowledge of Virginia conservation programs b. Skill in assessing natural resource concerns c. Skill in applying the DCR Conservation Planning Program d. Ability to plan and implement conservation practices common to the geographic area e. Knowledge of the DCR Agricultural BMP program for applicable conservation practices in the State and locality. f. Skill in applying approved soil erosion calculations (RUSLE2) g. Skill in using applicable site vulnerability assessment tools h. Knowledge of applicable federal, state, tribal, and local laws and regulations i. Ability to accurately complete Farm Summary, Resource Guide, and other documents j. Knowledge of policy and procedures to protect cultural resources, historic properties and rare, threatened and endangered species k. Skill in communicating with landowners and operators | | |
| 10. Review of Conservation Plans | | List Plan ID & Farm Name Below |
| Have you completed at least one field reviewed DCR Conservation Plan on either crop or pastureland for certification or recertification? | | |
| <i>(For recertification only)</i> Has the planner demonstrated proficiency and practice of the conservation planning process by writing conservation plans of which one is reviewed in the field? | | |
| 11. Review of Training Requirements | | |
| <p><i>(For new certification only)</i> Has the planner completed all required training and met the minimum qualifications for the planner certification? (Supply training certificates or transcript to the reviewer during the review process)</p> <p><i>(For Recertification)</i> Has planner completed all tasks? (Completion of Contact hours and shared documentation of completion)</p> | | |

Additional Comments/Deficiencies noted during review and additional courses required related to deficiencies:

- I have reviewed the above referenced planner's conservation plan for the purpose of ensuring that conservation planning instruction and training have been followed and hereby DO NOT recommend certification or re-certification in the above mentioned category.
- I have reviewed the above referenced planner's conservation plan for the purpose of ensuring that conservation planning instruction and training have been followed and hereby recommend certification or re-certification in the above mentioned category.

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| Reviewer Name: (Print) | | Title: | | | |
| Reviewer Signature: | | | | Date: | |

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|--------------------------|--|-------|--|
| Planner Name: (Print) | | | |
| Planner Signature: | | Date: | |