

# ANNUAL MONITORING WORKSHEET

County/Parish

Select the Appropriate Program:

EWPP-FPE

EWRP

FRPP

GRP

HFRP

WRP

Landowner(s)

Phone

Monitoring Date

NEST Agreement & Parcel Number

Other identifying name or number

Monitor(s)

Affiliation if other than NRCS

The purpose of monitoring is to ensure compliance with program policy, the terms of easement deeds, evaluate restoration progress, determine restoration repairs or enhancements needed to ensure maximum environmental benefits, and to maintain contact with landowners or partners. Staff with applicable expertise should collect the monitoring information. Partners with the appropriate technical expertise may be authorized to conduct monitoring reviews. The landowner or decision maker should be offered the opportunity to participate in monitoring reviews.

Photographs from designated points are recommended when conducting onsite monitoring.

## Methods of Monitoring

<b>Ownership Review</b>	Landowner contact and answer question 1 of this worksheet. <i>Only applicable in the year immediately following onsite monitoring that did not require corrective actions or had no violations.</i>
<b>Offsite</b>	A review of the most recent aerial photography and answer questions 1, 3 and 4 of this worksheet.
<b>Summary Review</b>	At a minimum; a cursory onsite visit, a landowner contact and answer questions 1, 2, 3 and 4 of this worksheet. <i>Only applicable during the pre-restoration phase.</i>
<b>Onsite</b>	At a minimum; landowner contact, a review of available aerial photography and answer all questions on this worksheet.

## Landowner Information

1) A. Landowner Contact (attempted) Date Contact Method

B. Was current land ownership verified? ☐ YES ☐ NO

Date of verification

Verified by

C. If there is a new landowner, were they notified of the easement and have records been updated? (If yes, Onsite Monitoring is required for the next 2 years) ☐ YES ☐ NO

New landowner name(s) (if applicable)

D. Follow up requested by landowner

2) Was the landowner or decision maker present during the review? ☐ YES ☐ NO

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This table is a list of possible action items that can be taken to address concerns or violations discovered during the monitoring event. Use this list as a reference when answering the monitoring questions that ask for action items to be listed. Some of the action items listed in this table are not applicable to all programs or all questions.

## Action Items

(1) NRCS action needed (FA contract)	(2) NRCS Action needed (3rd party contract)	(3) Entity action needed	(4) Landowner action needed	(5) CUA needed
(6) Plan needs to be developed/updated	(7) O&M plan needs to be developed/updated	(8) NRCS Enforcement action needed	(9) Other	

## Monitoring Questions

- 3) A. Are the terms and conditions of the easement deed being met?

(e.g. no encroachment, dumping, unauthorized uses, etc.) ☐ YES ☐ NO

Select observed unauthorized uses (if applicable)

<input type="checkbox"/> Mining (includes peat/gravel)	<input type="checkbox"/> Aquaculture	<input type="checkbox"/> Commercial Seed Production	<input type="checkbox"/> Dumping
<input type="checkbox"/> Cropping	<input type="checkbox"/> Impervious Surfaces	<input type="checkbox"/> Hydrology alteration	<input type="checkbox"/> Burning
<input type="checkbox"/> Infrastructure Projects (phone gas etc.)	<input type="checkbox"/> Illegal Activities	<input type="checkbox"/> Energy Production	<input type="checkbox"/> Grazing
<input type="checkbox"/> Encroachment	<input type="checkbox"/> Structures	<input type="checkbox"/> Haying/Mowing	<input type="checkbox"/> Trails
<input type="checkbox"/> Installation/Maintenance of Acceptable Structures	<input type="checkbox"/> Timber Harvest/Cutting	<input type="checkbox"/> Pest Management	<input type="checkbox"/> Food Plots
<input type="checkbox"/> Maintenance of Private Drainage	<input type="checkbox"/> Carbon Sequestration Activities	<input type="checkbox"/> Parked Equipment	<input type="checkbox"/> Road
<input type="checkbox"/> Unauthorized Easement Subdivision	<input type="checkbox"/> Tree/Shrub	<input type="checkbox"/> Livestock	<input type="checkbox"/> Other

List the "other" items (if applicable)

- B. Can unauthorized uses be resolved with a Compatible Use Authorization?  
(Not applicable to GRP and FRPP) ☐ YES ☐ NO

If applicable, indicate which unauthorized uses can be resolved with a CUA

If the unauthorized use will not be resolved with a CUA list the applicable action items

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- 4) Is there evidence or knowledge of a spill or release of hazardous substances, petroleum products, or other potential environmental hazards on the property that need to be addressed? (Excluding the year an Ownership Review was performed)

☐ YES ☐ NO

If yes, describe and indicate the location(s) on a property/site map. Consult with all appropriate administrative, technical and legal staff to take required action(s).

List required action items (if applicable)

- 5) A. Select current Compatible Use Authorizations (Not applicable to GRP and FRPP)

<input type="checkbox"/> Maintenance of Private Drainage	<input type="checkbox"/> Carbon Sequestration Activities	<input type="checkbox"/> Haying/Mowing	<input type="checkbox"/> Trails
<input type="checkbox"/> Management/Maintenance Activities	<input type="checkbox"/> Food Plots	<input type="checkbox"/> Timber Harvest	<input type="checkbox"/> Grazing
<input type="checkbox"/> Installation/Maintenance of Acceptable Structures	<input type="checkbox"/> Pest Management	<input type="checkbox"/> Developed Hunting/Fishing	<input type="checkbox"/> Other

List the "other" items (if applicable)

B. Are Compatible Use Authorizations being followed?

☐ YES ☐ NO ☐ N/A

List action items

- 6) A. Is the easement accessible by the legally described route? ☐ YES ☐ NO

List action items

B. Is the easement accessible by an alternative route? ☐ YES ☐ NO

List action items

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- 7) A. Is the boundary clearly marked and identifiable? ☐ YES ☐ NO

If no, choose at least one item below

<input type="checkbox"/> Boundary not marked	<input type="checkbox"/> Corner/ high risk posts missing	<input type="checkbox"/> One to several low risk posts missing
<input type="checkbox"/> Other		

list the "other" condition (if applicable)

Are actions needed? ☐ YES ☐ NO

List action items

- 8) Are the objectives of the management plan being met (e.g. grazing plans, WRPO, conservation plan etc.)? (Not applicable to FRPP) ☐ YES ☐ NO

List action items

- 9) Are installed practices being properly operated and maintained (e.g. in accordance with job sheets, O&M plans, etc.)? (Not applicable to FRPP) ☐ YES ☐ NO ☐ N/A

List action items

- 10) Have planned restoration or enhancement objectives been met? (Not applicable to FRPP)

☐ YES ☐ NO ☐ N/A

List action items

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- 11) A. Are threatened or endangered species present on or proximal to this land?

(Not applicable to FRPP) ☐ YES ☐ NO

If yes, are identified habitat elements being provided to the extent possible?

☐ YES ☐ NO

List action items

- B. Have the appropriate consultations occurred or NEPA documentation completed?

(e.g. FWS, State Specialist, etc)

☐ YES ☐ NO list action items

- 12) Is acceptable hydrology present? (Not applicable to HFRP, GRP and FRPP)

☐ YES ☐ NO ☐ N/A

List action items

- 13) Is acceptable vegetation present? ☐ YES ☐ NO (Not applicable to FRPP)

List action items

- 14) Are there noxious plant or pest species problems that need to be addressed?

(deed, State or local requirements)

☐ YES ☐ NO

List action items

- 15) Are deed requirements being met for cultural resource protection? ☐ YES ☐ NO ☐ N/A

(Only answer for FRPP if cultural resources were the purpose of the enrollment)

List action items

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- 16) Are necessary water rights being maintained in accordance with the deed contract or other agreement requirement? ☐ YES ☐ NO ☐ N/A

List action items

- 17) Are there areas of concern?

(e.g. potential violation or encroachment, high risk activities on or adjacent to the easement area, conflicting landowner objectives, etc.) ☐ YES ☐ NO

List action items

- 18) Are there enhancements necessary to improve the site or other follow-up action items needed?

☐ YES ☐ NO

List action items

- 19) Are there landowner, partner or entity suggestions or comments? ☐ YES ☐ NO

If the answer is yes, list suggestions or comments

**Additional Notes and Observations**