



# Frequently Asked Questions

## NRC D Annual Plan of Work

### 1. Do I need to submit the Annual Plan of Work online?

Yes. We will not accept paper copies of the Annual Plan of Work, nor will we accept emailed copies

### 2. How do I select multiple Conservation Districts?

Select the first conservation District and hold down the 'Ctrl' key and then click on the next District to be added. All added Districts will now be in grey

Select your Conservation District \*

### 3. What is a District Mission Statement?

A District Mission statement is a statement that was developed and is used by your specific District. Please do not reference the statutes that enacted the NRC Ds

District Mission Statement (This is your specific districts mission statement) \*

### 4. What is the Local Work Group meeting?

The Local Work Group meeting is the annual cooperative planning meeting that is requested by the Natural Resource Conservation Service (NRCS)

### 5. Do I need to list all of the supervisors?

Yes, both elected and appointed supervisors need to be listed. To add a new supervisor, select the 'Add Additional Supervisor' button

#### Supervisors

Please list all elected and appointed Supervisors (Click *Add additional Supervisor* to add more)

Name \*  Title \*

Is this Supervisor planning on attending any external meetings as a representative of the Conservation District or Education Center? \*

Yes  No

[Add additional Supervisor](#)



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### 6. What is a natural resources priority?

A natural resource priority is something your District or Education Center has identified as being an important subject you wish to tackle next year. If you have more than one priority, select all that apply.

#### Natural Resource Priorities

Identify the District or Education Center's resource priorities for the upcoming fiscal year 2020.

Resource Priorities (select all that apply): \*

- |  |   |
|--|---|
| <input type="checkbox"/> Air Quality         | <input type="checkbox"/> Range Management                                     |
| <input type="checkbox"/> Energy Use          | <input type="checkbox"/> Hazardous Fuels Mitigation                           |
| <input type="checkbox"/> Fish and Wildlife   | <input type="checkbox"/> Inadequate livestock and wildlife water availability |
| <input type="checkbox"/> Resource Assessment | <input type="checkbox"/> Soil Erosion   |
| <input type="checkbox"/> Water Conservation  | <input type="checkbox"/> Watershed  |
| <input type="checkbox"/> Other               |   |

### 7. What should I pick for the natural priorities?

Look at the list below for included practices for a priority.

**A. Air Quality:** Dust control & prescribed grazing

**B. Energy Use:** Wind, solar, or other on-site renewable energy sources

**C. Fish and Wildlife:** Pipeline and water tanks, prescribed grazing, brush management, riparian buffer or improvements, & access control

**D. Resource Assessment:** Survey or other data collection

**E. Water Conservation:** Brush management, water spreading, spring development, lining ditches, irrigation pipes, wells, sprinklers, & critical area planting, conservation, management

**F. Range Management:** Weed management, prescribed grazing, brush removal, & seeding

**G. Hazardous Fuels Mitigation:** Prescribed burning & firebreaks

**H. Inadequate livestock and wildlife water availability:** Pipeline, pumping plant, water harvesting catchment, pond construction, storage and drinkers, & fencing

**I. Soil Erosion:** Critical planting areas, prescribed grazing and burning, seeding, brush management, fences & pipeline



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### 8. Do I have to reference data or studies that drive our natural resource priorities?

Yes, please. If possible, please cite the specific study conducted or utilized and scientific data

Please cite data or scientific studies that you used to develop your priorities: \*

*i.e. NOAA rainfall data, local examples of rock dam effectiveness, personal observations, professional research.*

### 9. What if the District or Education Center has more than one program/project?

Click on the 'Add additional project/program' button after filling out the information for the first program/project

Funding Source(s) (check all that apply): \*

- |  |                                     |
|--|-------------------------------------|
| <input type="checkbox"/> Federal           | <input type="checkbox"/> In kind    |
| <input type="checkbox"/> Local Government  | <input type="checkbox"/> Non-Profit |
| <input type="checkbox"/> Private Donations | <input type="checkbox"/> State      |
| <input type="checkbox"/> Volunteer         | <input type="checkbox"/> Other      |

Total \$ 0

[Add additional project/program](#)

### 10. The District or Education Center expected to have more than one program/project?

No, there is no expectation of the number of programs/projects

### 11. What if I want to describe more about my project/program?

Please be brief in reporting your project/program. If the Arizona State Land Department needs more information on your project/program, we will reach out to your District/Education Center

Describe in two sentences or less, the goals for this project/program area: \*

*i.e. Project: Reduce soil loss and improve water quality in the Little Colorado River watershed by November 2020*

*i.e. Program: Facilitate a workshop on range land improvements.*



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### 12. What if I don't have a plan to upload?

That's fine, please just select 'No'

### 13. Is photograph/info graph upload required?

No, the upload is not required, but highly recommended! A picture tells a thousand words.

Does the district have a plan for the implementation of the project/program? \*

Yes  No

### 14. Can I save my work and return to it later?

Yes. You can select the 'Save my progress and resume later' button (at the top of the page) . A dropdown will appear:

## NRC D ANNUAL PLAN OF WORK

Save my progress and resume later | [Resume a previously saved form](#)

### RESUME LATER

In order to be able to resume this form later, please enter your email and choose a password.

Your Email:

A Password:

Confirm Password:

SAVE

This will send you an email to the saved Plan of Work. Enter the password and the form will reappear with the saved progress. You can share the email and the password with other contributors to the document so that they can make additions or changes to the report



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### 15. How do I have the Supervisors sign the report?

Please print the signature document attached. Have the Supervisors read the report before submission, then ask them to sign the document. The document should then be scanned and uploaded before the report is submitted

#### Signature

Please have your district Supervisors or Education Center directors sign [this document](#).

Upload a completed and signed signature page \*

No file chosen

### 16. Help! I saved my form and all of the fields are blank!

Don't worry, email the NRC D Manager ([nrcd@azland.gov](mailto:nrcd@azland.gov)) and we will make sure you have the correct form and password