

610.92 TSP Statements of Work Templates

For use, in modified form, by NRCS State and Pacific Islands/Caribbean Areas offices and related guidance.

A. Background. TSPs, NRCS personnel, producers, and partners have requested clear guidance on the specific products and deliverables required for each category of technical assistance performed by TSPs. To respond to these requests, NRCS leadership assembled a team, representing each region in NRCS, to develop national Statements of Work templates for each technical service category contained in TechReg. These Statements of Work outline deliverables for all 157 conservation practice standards in the National Handbook of Conservation Practices (NHCP), as well as for comprehensive nutrient management plan development, conservation planning, and cultural resources compliance activities.

The national Statements of Work templates are intentionally broad in scope and serve as generic models that may be modified by States and the Pacific Islands and Caribbean Areas (hereinafter referred to as States) as they develop deliverables and performance requirements for actual TSP work. They are designed to be modified or tailored at the State or local level. State-tailored Statements of Work for all the categories of TSP work may be developed by modifying these national templates. Modification may simply be adoption of the national templates with the headings changed to identify the State, State contacts, and date of posting or appropriate tailoring of the national templates for the State use area(s). Additionally, States may decide to develop their own independent statements of work.

The National Technical Guide Committee endorsed the placement of these State-modified Statements of Work in Section IV of the eFOTG. Another folder titled Statements of Work will be added to Section IV. The State-modified Statements of Work should be added to that folder.

B. Explanation. NRCS State Conservationists and Directors of the Caribbean Areas:

- May elect to modify and adapt the national templates or develop their own statement documents to meet the specific needs within their intended-use area. At a minimum, State Conservationists/Directors may elect to adopt the national Statements of Work and simply change the heading to reflect the State, State contacts, and date of posting;
- Are in all cases to place their State name, State contact information, and the date of posting as the heading for each individual Statement of Work; and
- Are to post the Statements of Work documents, as modified or created, along with the guidance in the eFOTG Section IV folder titled Statements of Work.

C. Attachments. Attached are links for national Statements of Work templates, in zipped format, along with the guidance associated with the State-modified Statements of Work. For the link (depress ctrl key and click left mouse key) or go to the Web and enter the URL.

- [Attachment A – Guidance for Use of TSP Statements of Work](http://directives.sc.egov.usda.gov/scripts/lpsiis.dll/NB/NB_450_4_6_a.rtf)
http://directives.sc.egov.usda.gov/scripts/lpsiis.dll/NB/NB_450_4_6_a.rtf.
- [Attachment B – TSP Statements of Work Templates](http://directives.sc.egov.usda.gov/scripts/lpsiis.dll/NB/NB_450_4_6_b.zip)
http://directives.sc.egov.usda.gov/scripts/lpsiis.dll/NB/NB_450_4_6_b.zip.