

ANNUAL MONITORING WORKSHEET

Easement Type: RCPP _____ ACEP-WRE EWPP-FPE EWRP FRPP GRP WRP HFRP OSL

Easement Number:	State:	County/Parish:
Landowner(s):	Phone:	Monitoring Date:
	Email:	Monitoring Event ID:
Monitor(s):	Affiliation if other than NRCS:	
Date of Imagery:	Source of Imagery Examined:	

Methods of Monitoring - Questions to answer for each monitoring method

Offsite	A review of the most recent aerial photography and answer questions 1, 3, and 4 of this worksheet. Include a map marking the location of any observations.
Onsite	At a minimum; a review of available aerial photography, easement deed, management plans, landowner authorizations, as applicable, a field visit, and answer all questions on this worksheet. Include a map marking the location of any observations. Additionally, photography and GPS points should be attached to this worksheet.

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

B. Was current land ownership verified? Yes No
 Date of verification: Verifier's Name:

C. Is there a new landowner? Yes No
 New landowner(s) name (if applicable):
 New landowner(s) contact information:

D. Followup requested by landowner: Yes No
 Verification Notes:

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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 (third-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	

2) Was the landowner or decision maker present during the review? (Onsite monitoring only) Yes No

3) A. Are the terms and conditions of the easement deed being met? Yes No
 (e.g., no encroachment, dumping, unauthorized uses, etc.)

Select observed unauthorized uses (if applicable):

Mining (includes peat/gravel)	Aquaculture	Commercial seed production	Dumping
Cropping	Impervious surfaces	Hydrology alteration	Burning
Infrastructure projects (phone, gas, etc.)/energy production	Illegal activities	Haying	Grazing
Encroachment	Structures	Mowing	Trails
Installation/maintenance of acceptable structures	Timber harvest/cutting	Pest management	Food plots
Maintenance of private drainage	Carbon sequestration activities	Parked vehicles/equipment	Road(s)
Unauthorized easement subdivision	Tree/shrub planting	Livestock	Other

List the "other" unauthorized activities (if applicable):

B. Can unauthorized uses be resolved with a compatible-use authorization (CUA)? (not applicable to FRPP or GRP)
 Yes No N/A

If applicable, list which unauthorized uses may be resolved with a CUA.

If the unauthorized use(s) will not be resolved with a CUA, list the applicable action items:

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- 4) Is there evidence of a spill or release of hazardous substances, petroleum products, or other potential environmental hazards on the property that need to be addressed? 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 actions. List required action items:

Offsite Monitoring Observations:

- 5) A. Select current CUAs and enter their expiration dates (not applicable to GRP, FRPP, or OSL):

CUA Type	Expiration Date	CUA Type	Expiration Date
Maintenance of private drainage		Carbon sequestration	
Haying		Trails	
Management/maintenance activities		Food plots	
Installation/maintenance of acceptable structures		Pest management	
Developed hunting/fishing		Grazing	
Mowing		Timber Harvest	
Other			

List the "other" items (if applicable):

B. Are compatible-use authorizations being followed? Yes No N/A

- 6) A. Is the easement accessible by a legally described route? Yes No

B. If there is no recorded access or the recorded access is not being used, is the easement accessible by an alternative route?
 Yes No

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List action items and reasons why the recorded access is not being used.

7) Is the boundary clearly marked and identifiable? (not applicable to FRPP or OSL) Yes No N/A

Boundary not marked	Corner/high-risk markers missing	One to several low risk posts missing
Other		

List action items, if no, and list where boundaries are not clearly marked or identifiable:

8) Are the objectives of the management plan being met (e.g., grazing plans, WRPO, conservation plan, mitigation plan, etc.)?
 Yes No

List action items, if no:

9) Are installed practices being properly operated and maintained (e.g., in accordance with job sheets, O&M plans, etc.)?
 Yes No N/A

List action items, if no:

10) Have planned restoration or enhancement objectives been met?
 Yes No N/A

List action items, if no:

11) A. Are threatened or endangered species present on or proximal to this land?
 Yes No N/A

If yes, are identified habitat elements being provided to the extent possible? Yes No N/A

List action items, if no:

B. Have the appropriate consultations occurred or NEPA documentation completed? (e.g., FWS, State specialist, etc.)
 Yes No N/A

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List action items, if no:

12) Is acceptable hydrology present? Yes No N/A

List action items, if no:

13) Is acceptable vegetation present? Yes No N/A

List action items, if no:

14) Are there noxious plant or pest species problems that need to be addressed? (Deed, State, or local requirements)?
 Yes No N/A

List action items, if yes:

15) Are deed requirements being met for cultural resource protection?
 Yes No N/A

List action items, if no:

16) Are necessary water rights being maintained in accordance with the deed, contract or other agreement requirement?
 Yes No N/A

List action items, if no:

17) Are there enhancements necessary to improve the site or other followup action items needed? Yes No

List action items, if yes:

18) Are there areas of concern? (e.g., potential violation or encroachment, high-risk activities on or adjacent to easement area, conflicting landowner objectives, etc.) Yes No

List action items, if yes:

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19) Are there landowner, partner, or entity suggestions or comments? Yes No

If yes, list suggestions or comments:

Additional Notes or Observations: