



Natural Resources Conservation Service  
Vermont State Office  
356 Mountain View Drive, Suite 105  
Colchester, VT 05446

**VERMONT 2013 EQIP SCREENING CRITERIA WORKSHEET**

Applicant Name: \_\_\_\_\_

Application Number: \_\_\_\_\_

Zone and County: \_\_\_\_\_

**1. This question is to be answered by the field office:**

Is this application for a Conservation Activity Plan?

If yes, this application is high priority. Proceed directly to ranking without completing any of the screening questions below. If the application is not for a CAP, proceed to the screening questions below.

High

Proceed to questions below

**2. This question is to be answered by the state office:**

Is the applicant more than a year behind schedule on any other Financial Assistance program contract?

Refer to Attachment C. If applicant has or is a member of an entity on any other contract that is more than a year behind schedule the field office will change the priority of the application to "low" priority in ProTracts as indicated in Attachment C. The status of the application will remain eligible.

High

Low

**3. This question is to be answered by the field office**

Has the application passed technical screening if the application includes land that has a technical screening process (wildlife, forestry, grazing)? See list of technical screenings attached to this bulletin.

If yes, proceed to question 4 below. If no, mark the application low priority in ProTracts. Do not rank the application at this time. The status of the application will remain eligible.

High

Low

**4. This question is to be answered by the state office:**

Did the applicant have any other EQIP, WHIP or AMA contract that was cancelled, terminated or expired for any reason within two years prior to the date the application was received?

Refer to Attachment C. If yes, the field office will change the priority of the application to “low” priority in ProTracts as indicated in Attachment C.. The status of the application will remain eligible. If no, the application remains a high priority application. Proceed to the screening questions below if the application is in the Headquarter Pool or any of the Historically Underserved Clients pools and the application is to address waste concerns. Otherwise, proceed directly to ranking.

High

Low

**5. This question is to be answered by the field office for any application where practices are planned on the farmstead**

Does the applicant need to install at least one practice on the farmstead in order to comply with at least one of the following:

- A. Practices that have been identified as needed to solve farmstead resource concerns in a completed Comprehensive Nutrient Management Plan; or
- B. If the CNMP is just lacking the Nutrient Management Plan component, is there evidence of a signed agreement with a TSP or other nutrient management plan developer to complete the nutrient management plan within 6 months(copy of signed agreement needs to be placed in case file)?;

If NO, then do either of the following two scenarios apply:

- C. The application includes at least one practice to address significant contributions as outlined in Vermont bulletin Attachment D; or
- D. Applicant is required to address a problem to stay in compliance with Vermont state water quality regulations (documentation must be on hand from the State of Vermont to show that the applicant needs the practice to meet state regulations).

Instructions for question #5: If the applicant needs to install at least one practice to comply with one of the above four, mark the application high priority in ProTracts and proceed with ranking unless the application includes a bedded pack or methane digester (then proceed to the applicable questions below). The Zone DC must notify the State Engineer and local engineering staff immediately via email so that a Phase 1 Engineering Assessment can begin immediately in an effort to determine the extent to which the practice needs to be installed. If the applicant does not need to install at least one practice to comply with any of the four scenarios above, you must mark the application as “low” priority in ProTracts. The application will remain eligible in ProTracts.

High

Low

**6. This question is to be answered by the field office when the application includes a bedded pack:**

If the application includes a bedded pack, has the applicant taken the required Bedded Pack Management Training Course and provided NRCS with a copy of their training certificate? If yes, mark the application high priority and proceed with ranking. If no, mark the application low priority in ProTracts. The application remains eligible in ProTracts. When the applicant provides NRCS with a copy of their training certificate

change the priority of the application to high in ProTracts and consider the application for ranking in the sign up period in which their priority changed from low to high.

High

Low

**7. This question is to be answered by the field office when the application includes a methane digester:**

If the application includes an anaerobic digester all of the following are in place as described in the Anaerobic Digester Milestone Checklist in Attachment E?

High

Low

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Conservation Planner

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District Conservationist