

Attachment B to NB 180-18-1 CPA

Conservation Planner Designation Curricula

AGLEARN ITEM LEGEND:
BLACK = AgLearn Item, managed by NEDC
GOLD = Coded as OJT Item in AgLearn, but training requirements can be met several ways
BLUE = S&T Web-based Item
GREEN = Scheduled Only Item/Instructor led

Current as of: 12 June 2017

Curriculum Title: Apprentice Conservation Planner Role Curriculum ID: NRCS-CP-Apprentice	
Item Association	Item ID/Comments
1. Conservation Planning, Part 1 (AgLearn/Web-based) (Contact Hours: 1.00)	NRCS-NEDC-000019
2. Introduction to Field Office Technical Guide (AgLearn/Web-based) (Contact Hours: 4.00)	NRCS-NEDC-000149
3. Cultural Resource Training Series, Part 1 (AgLearn/Web-based) (Contact Hours: 4.00)	NRCS-NEDC-000141
4. Environmental Evaluation Webinar Series No. 1: Primer on NRCS Environmental compliance (S&T Training Library for content; completion marked/self-certified in AgLearn)	NRCS-NHQ-000011 * Self-certification
5. Environmental Evaluation Webinar Series No. 2: Documenting the Environmental Evaluation In reference to the NRCS-CPA-52 Environmental Evaluation Worksheet (S&T Training Library for content; completion marked/self-certified in AgLearn)	NRCS-NHQ-000012 * Self-certification
6. Overview of Water Quality Resource Assessment (AgLearn/Web-based) (Contact Hours: 1.00)	NRCS-NHQ-000038
7. Nitrogen Management and Concerns (AgLearn/Web-based) (Contact Hours: 1.00)	NRCS-NHQ-000039
8. Phosphorous Management and Concerns (AgLearn/Web-based) (Contact Hours: 1.00)	NRCS-NHQ-000040
9. Conservation Planning Business Tool Training (State or National-NEDC/Instructor led) e.g., Toolkit or Conservation Desktop State-specific Customer Service Toolkit (CST) 9.0 Training NRCS-NEDC-LOCAL-000001 (Contact Hours: 8.00) Customer Service Toolkit (Toolkit) 9.0 Hands-On National Training NRCS-NEDC-000360 (Contact Hours: 24.00) Customer Service Toolkit (Toolkit) 9.0 Train the National Trainer NRCS-NEDC-000359 (Contact Hours: 24.00) * Credit is granted for each of these items. This is the only exception to training officers marking completions for the NEDC item IDs (NRCS-NEDC-LOCAL IDs). Please only mark these items complete when instructed to do so by national bulletin or direct NEDC communication.	NRCS-NHQ-LOCAL-000002 NRCS-NEDC-LOCAL-000001 NRCS-NEDC-000360 NRCS-NEDC-000359 * Credit is granted for each of these Toolkit items. Once Conservation Desktop is added, credit will be granted for that as well.
10. Assessment Tools Training Specific to the Employee's Location (OJT/State/National)	NRCS-NHQ-000007 * Self-certification
11. Planning Criteria Training (OJT/State/National)	NRCS-NHQ-000008 * Self-certification
12. Soil Health and Sustainability Training (State or National-NEDC/Instructor led) Training officers can schedule and mark completions for the green item ID. NEDC will manage completions for the NEDC ID. Soil Health and Sustainability for Field Staff Course (NRCS-NEDC-000050) (AgLearn/Instructor led) (Contact Hours: 24.00) States will have the option for their Soil Health requirement to do either the NEDC Soil Health or Sustainability for Field Staff course or to do a completely separate State-led course with assistance from the Soil Health Division. * This course counts as a substitute for the above item. Credit is granted upon completion of the NEDC course.	NRCS-NHQ-LOCAL-000004 NRCS-NEDC-000050 * This course counts as a substitute for the above item. Credit is granted upon completion of the NEDC course. NEDC will mark these completions.
13. Basic Soils & Web Soil Survey to Interpret Land Capabilities & Limitations (OJT/State/National)	NRCS-NHQ-000009 * Self-certification
14. State Specific Training & Required Deliverables - Apprentice Planner This training is determined by the State Conservationist and concurred by CPTAD.	NRCS-NHQ-000024 * Apprentice Planner level of training required * Self-certification
15. Appropriate Job Approval Authority for Engineering & Ecological Conservation – Apprentice Planner Practices common to the work area and the position	NRCS-NHQ-000014 * Apprentice Planner level of job approval authority required * Self-certification
16. Supervisor Certification for Apprentice Conservation Planner Role	NRCS-NHQ-000025 * Completions can be marked by only supervisors and training officers.

Curriculum Title: Certified Conservation Planner Role Curriculum ID: NRCS-CP-Certified	
Item Association	Item ID/Comments
1 Required training for an Apprentice Conservation Planner	NRCS-CP-Apprentice * Sub-curriculum
2 Conservation Planning Course: Part 2 – Modules 6-8 (Instructor-led offered by State or National-NEDC) Attending <i>Conservation Planning Boot Camp</i> can be substituted for the instructor led Conservation Planning Course, Modules 6-8. Training Officers can mark completions for the green (NRCS-NHQ-LOCAL) item ID. NEDC will manage completions for the NEDC Conservation Planning Boot Camp ID.	NRCS-NHQ-LOCAL-000003 * Item is categorized as Scheduled Only, Course or NRCS-NEDC-000164 * Credit is given for Boot Camp completion
3 Conservation planning Course: Part 3 – Module 9 (OJT/State/National) (develop RMS plan including the NRCS-CPA-52) a. The candidate will be accompanied to the field by the State Conservationist designee to meet with the decisionmaker. b. The candidate will be expected to demonstrate competency in the planning process and plan development; as well as interpersonal skills representing excellent customer service. c. At a minimum, the conservation plan components listed in section 409.13 should be documented in the plan or associated material. d. The observer will evaluate the candidate's involvement with the decisionmaker (landowner or land operator) in the planning process to determine whether all client objectives and resource concerns associated with the planning area are adequately addressed; and whether the client understands the alternatives presented and feels satisfied in the planning assistance provided. e. Field-reviewed plans must be approved by the State Conservationist or designee prior to final delivery to the decisionmaker.	NRCS-NHQ-000015 * Self-certification
4 Sediment Management (AgLearn/Web-based) (Contact Hours: 1.00)	NRCS-NHQ-000041
5 Water Bodies (AgLearn/Web-based) (Contact Hours: 1.00)	NRCS-NHQ-000042
6 Pest Management and Water Quality Implications (AgLearn/Web-based) (Contact Hours: 1.00)	NRCS-NHQ-000043
7 Water Management (AgLearn/Web-based) (Contact Hours: 1.00)	NRCS-NHQ-000044
8 Cultural Resources Training Series Part 2 (State/Instructor led)	NRCS-NHQ-LOCAL-000001 * Item is categorized as Scheduled Only, Course
9 Environmental Evaluation Webinar Series No. 3-11 (S&T Training Library for content; completion marked/self-certified in AgLearn)	NRCS-NHQ-000013 * Self-certification
10 Nutrient Management Track 1, Part 1 (AgLearn/Web-based) (Contact Hours: 8.00)	NRCS-NEDC-000083
11 Pest Management, Track 2, Part 1 (AgLearn/Web-based) (Contact Hours: 8.00)	NRCS-NEDC-000085
12 Economics of Conservation Planning Course (AgLearn/Instructor-led) (Contact Hours: 24.00)	NRCS-NEDC-000017
13 Air Quality, Climate Change, and Energy Course (AgLearn/Web-based) (Contact Hours: 1.50)	NRCS-NEDC-000253
14 Fundamentals of Highly Erodible Land (HEL) and Wetland Conservation (WC) provisions training (State or on-the-job-training)	NRCS-NHQ-000010 * Self-certification
15 Working Effectively with... Courses A minimum of one "Working Effectively with" training course from the list below is required. (AgLearn/Instructor-led) Working Effectively with Livestock Producers NRCS-NEDC-000045 (Contact Hours: 34.00) Working Effectively With American Indians NRCS-NEDC-000090 (Contact Hours: 32.00) Working Effectively With Alaskan Natives NRCS-NEDC-000147 (Contact Hours: 24.00) Working Effectively with Hispanic Producers NRCS-NEDC-000262 (Contact Hours: 20.00) Working Effectively with Asian-American Pacific Islander Producers NRCS-NEDC-000334 (Contact Hours: 20.00) Improving Conservation Delivery to Women Landowners and Producers (Contact Hours: 20.00) Extending Outreach to All Customers (Contact Hours: 28.00)	NRCS-NEDC-000045 NRCS-NEDC-000090 NRCS-NEDC-000147 NRCS-NEDC-000262 NRCS-NEDC-000334 NRCS-NEDC-000378 NRCS-NEDC-000247 * Pool of 1 item required built into curriculum. NEDC will mark completions.
16 State Specific Training & Required Deliverables – Certified Planner Determined by the State Conservationist and concurred by CPTAD.	NRCS-NHQ-000027 * Certified Planner level of training required * Self-certification
17 Appropriate Job Approval Authority for Engineering & Ecological Conservation – Certified Planner Practices common to the work area and position.	NRCS-NHQ-000028 * Certified Planner level of job approval authority required * Self-certification
18 Supervisor Certification for Certified Conservation Planner Role	NRCS-NHQ-000023 * Completions can be marked by only supervisors and training officers.

Curriculum Title: Master Certified Conservation Planner Role Curriculum ID: NRCS-CP-MasterCertified	
Item Association	Item ID/Comments
1 Apprentice Conservation Planner Role Curriculum Required training for the apprentice and certified conservation planner roles.	NRCS-CP-Apprentice * Sub-curriculum
2 Certified Conservation Planner Role Curriculum Required training for the apprentice and certified conservation planner roles.	NRCS-CP-Certified * Sub-curriculum
3 Area Wide Conservation Planning (AgLearn/Instructor-led) (Contact Hours: 24.00)	NRCS-NEDC-000092
4 One area wide conservation plan submitted for review and approval by State Conservationist designee. Provide significant contribution in the first seven steps of the conservation planning process for one areawide conservation plan submitted for review and approval by State Conservationist's designee. This requirement may be fulfilled as an individual or as a member of a team. The State Conservationist may utilize the technology specialist at the regional national technical center for plan reviews if expertise is not available in State.	NRCS-NHQ-000016 * Self-certification
5 Assist master certified conservation planners or designee with two State quality reviews One may be outside of the employee's home State.	NRCS-NHQ-000017 * Self-certification
6 Serve as an instructor along with one or more master conservation planners or designee (State or National). One may be outside of the employee's home State.	NRCS-NHQ-000018 * Self-certification
7 State Specific Training & Required Deliverables – Master Certified Planner Determined by the State Conservationist and concurred by CPTAD.	NRCS-NHQ-000029 * Master Certified Planner level of training required * Self-certification
8 Appropriate Job Approval Authority for Engineering & Ecological Practices – Master Certified Planner Common to the work area and position.	NRCS-NHQ-000030 * Master Certified Planner level of job approval authority required * Self-certification
9 Supervisor Certification for Master Certified Conservation Planner Role	NRCS-NHQ-000026 * Completions can be marked by only supervisors and training officers.

Curriculum Title: Technical Specialist Planner Designation Curriculum ID: NRCS-CP-TechnicalSpecialist	
Item Association	Item ID/Comments
1 Complete two quality assurance activities that evaluate conservation plans and practice implementation related to their area(s) of expertise to the satisfaction of the technical supervisor	NRCS-NHQ-000020 * Self-certification
2 Deliver two state or national technical training programs that instruct other conservation planners in using NRCS planning procedures relative their position's area of specialization	NRCS-NHQ-000021 * Self-certification
3 Complete state identified training and required deliverables which are applicable to the specialist's discipline area	NRCS-NHQ-000022 * Self-certification
4 For those <u>not</u> already Certified Conservation Planners or Master Certified Conservation Planners, the following additional requirements must be met: a. Required national and state training for the Apprentice planner role designation b. Conservation Planning Course Modules 6 – 8. (Instructor-led) Attending Conservation Boot Camp may be substituted for this. c. Cultural Resources Training Series Part 2 (State) d. Environmental Evaluation Webinar Series No. 3 – 11 (S&T Library for content; completion marked in AgLearn) e. Conservation Planning Course Module 9 (complete a conservation plan related to their area(s) of expertise for in-field review by the State Conservationist or designee).	"a" = NRCS-CP-Apprentice is a sub-curriculum "b" = NRCS-NHQ-LOCAL-000003 <u>or</u> NRCS-NEDC-000164 * Credit is given for Boot Camp completion "c" = NRCS-NHQ-LOCAL-000001 "d" = NRCS-NHQ-000013 * Self-certification "e" = NRCS-NHQ-000015 * Self-certification
5 Supervisor Certification for Technical Specialist Planner Designation	NRCS-NHQ-000032 * Completions can be marked by only supervisors and training officers.