

<b>Items to be uploaded in OCS-IBeam</b>	<b>Items to be mailed to the Division</b>	<b>Items to be kept in district file</b>
11A signature page	Request for Payments	All self certification forms
Operation and Maintenance Statements- (e.g.) -Waste management plan form -Waste storage structure form -Water control structure form -Nutrient management plan form -Pet waste receptacle form -Cistern form -Rain garden form	Direct deposit forms & voided checks	Program eligibility verification for ACSP & AgWRAP: <a href="http://www.ncleg.net/Sessions/2011/Bills/House/PDF/H950v7.pdf">http://www.ncleg.net/Sessions/2011/Bills/House/PDF/H950v7.pdf</a> (page 94)
Receipts-All actual cost BMPs	NC-1A commission member contract form	Additional documentation
Lagoon closure questions & ACSP-1C form	NC-1B supervisor contract form	Designs
Bids	NC-18 contract expiration form	NC-1P form
Photos		CCAP BMP worksheets
Maps that include BMP location & road names		Pond sediment removal worksheets
Additional answers to contract questions when limited by space in IBEAM		Conservation plan
Job approval authority letters		Field notes