



Agricultural Water Resources Assistance Program

AgWRAP Regional Application Process Detailed Workflow

Water Supply/Reuse Ponds & Pond Repairs/Retrofits

A Cooperator has contacted the local Soil and Water Conservation District. Through initial conversations it was determined that agricultural water resources are their primary concern. The following is the suggested workflow for preparing and submitting AgWRAP Regional Applications for Agricultural Water Supply/Reuse Ponds and Agricultural Pond Repairs/Retrofits. It is assumed that some basic information regarding the resource concern has already been collected through meetings and site visits with the producer.

- 1) Create Site Maps
 - a) Soil Survey map
 - b) Site location map with aerials and contour lines showing practice location
- 2) Discuss and document resource concerns with cooperator
- 3) Complete AgWRAP Inventory and Evaluation Form to:
 - a) Document cooperator's objectives
 - b) Inventory resources and management
 - c) Document site characteristics
 - d) Inventory soils
- 4) Run the AgWRAP Water Balance Tool to:
 - a) Document the demand that will be met from the practice
- 5) Evaluate documentation to determine if AgWRAP is the appropriate program
 - a) Eligible practice
 - b) Cooperator is eligible and interested
 - c) Operation is eligible
- 6) Complete the Cooperator Acknowledgment Form with the cooperator
 - a) Provide cooperator with details regarding AgWRAP contract policy
 - b) Review AgWRAP Operations & Maintenance Plan for Agricultural Ponds
- 7) Evaluate the conservation planning documentation to determine the viability of the project
 - a) Rank the project at the District level
 - b) Provide the cooperator with realistic expectations based on District ranking score
- 8) Discuss and document alternative and additional practices that could be implemented to address concerns.



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- 9) Submit a Regional Application on Formsite
 - a) REQUIRED Documents include:
 - i) Site Map with practice location
 - ii) AgWRAP Water Balance Tool Results
 - iii) AgWRAP Cooperator Acknowledgment Form
 - iv) District Ranking
 - v) District letter of Support
- 10) The Division will preliminarily rank the application and forward the top ranking projects to Technical Services staff.
- 11) A Soil Scientist will complete a soils investigation and evaluation to determine if the soils are suitable for the installation of the planned practice.
- 12) An engineer will complete a Site Assessment to determine the suitability of the site for the installation of the planned practice.
- 13) The project will be ranked a final time based on the site assessment.
- 14) District staff and tech services staff will review findings of the Site Assessment with the cooperator
 - a) Provide technical recommendations
 - b) Review special design and construction considerations that may significantly increase project costs and potentially impact project implementation
 - c) Provide cost estimate
- 15) The highest ranking projects with cooperator verification will be presented to the AgWRAP Review Committee and Soil and Water Conservation Commission for funding approval.