



Natural Resources Conservation Service
 6013 Lakeside Blvd.
 Indianapolis, IN 46278

March 31, 2008

SUBJECT: PGM - Wetland Evaluation Teams Implementation

TO: All NRCS Indiana Employees

File Code: 440-0

In order to ensure consistency with the Wetlands Reserve Program (WRP) Ranking/Site Evaluations and Planning and to provide an adequate technical assistance delivery system to field staff dealing with wetland restorations, Wetland Evaluation Teams were established in 2006. These teams consist of individuals proficient in wetland restoration, site assessments, planning and WRP policy. Team Leaders will be the first line of contact for new information from the state office as it becomes available and will ensure the Wetland Evaluation Team members and field offices in the NRCS Area receive the information.

The designated members of each Wetland Evaluation Teams by Area are as follows:

NORTHEAST AREA	SOUTHEAST AREA
Dan Rosswurm – Team Leader	Karen Hauer – Team Leader
Scot Haley	Bryon Nagel
Area Engineer	Tyler Martindale
NORTHWEST AREA	SOUTHWEST AREA
Brianne Lowe – Leader	Jeff Coats-Leader
Jim Schwanke	Area Engineer
Steve Sprecher	Steve Wade
Allison Keaton	

The identified individuals on the Wetland Evaluation Teams will be involved in the ranking and application process for **all** WRP applications received. In addition, **all** WRP sites will be evaluated/ranked on-site with the District Conservationist and a US Fish & Wildlife Service (US FWS) Biologist.

Team Leaders are responsible for ensuring that each Wetland Evaluation Team completes the following WRP tasks:

- Provide consistency and guidance in the WRP ranking process by ensuring all Wetland Evaluation Team members are present on-site with the DC and US FWS Biologist.
 - Sign the WRP Ranking sheet as appropriate.

Other individuals with technical expertise (IDNR district foresters, soil scientists, engineers, etc.) will be provided if needed.

District Conservationists will be responsible for the following WRP tasks:

- Receive WRP requests.
- Determine initial WRP eligibility.
- Serve as the primary contact for WRP assistance with the applicant.
 - Document important features using GPS during the site visits.
- Process all WRP paperwork.
 - Obtain all necessary signatures.
 - Submit WRP Applications.
- Develop Restoration Plans in Customer Service Toolkit.
 - Assistance from Wetland Evaluation Team member(s), Area Office Specialists, and Tech Team Specialists is available when needed.
- Schedule Tech Team Assistance for survey and design.
 - Work closely with Tech Teams and Wetland Evaluation Team members when designing/installing engineering practices.
- Assist the WRP participant implement the Restoration Plan.

Please direct all questions related to this memorandum to your Area Conservationist or Harold Thompson, ASTC-Programs, (317) 290-3200, ext 320.

/s/

JANE E. HARDISTY
State Conservationist

cc: Jeff Kiefer, Indiana Private Lands Coordinator, US FWS, Bloomington, IN
Gary Langell, Private Lands Management Coordinator, IDNR-FW, Bloomington, IN
Jerry Roach, WRP Coordinator, NRCS, Scottsburg, IN
Shannon Zezula, State Resource Conservationist, NRCS, Indianapolis, IN