



# Agricultural Water Resources Assistance Program

## AgWRAP Regional Application Process Detailed Workflow

### Conservation Irrigation Conversion

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 Conservation Irrigation Conversion. 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) Site location map with aerials and contour lines showing practice location
- 2) Discuss and document resource concerns with cooperator
- 3) Evaluate documentation to determine if AgWRAP is the appropriate program
  - a) Eligible practice
  - b) Cooperator is eligible and interested
  - c) Operation is eligible
- 4) Complete the Cooperator Acknowledgment Form with the cooperator
  - a) Provide cooperator with details regarding AgWRAP contract policy
  - b) Create an irrigation water management plan, if not in existence
  - c) Review irrigation water management plan with cooperator
- 5) 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
- 6) Discuss and document alternative and additional practices that could be implemented to address concerns.
- 7) Submit a Regional Application on Formsite
  - a) REQUIRED Documents include:
    - i) Site Map with practice location
    - ii) AgWRAP Cooperator Acknowledgment Form
    - iii) Irrigation Management Plan
    - iv) District Ranking
    - v) District letter of Support
    - vi) Operations & Maintenance Plan (Micro-irrigation only)



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After the application is submitted:

- The Division will preliminary rank the application and forward the top ranking project to Technical Services staff.
- The project will be ranked a final time based on the Technical Services staff evaluation.
- District staff and tech services staff will review findings with the cooperator, if applicable.
  - 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
- The highest ranking projects with cooperator verification will be presented to the AgWRAP Review Committee and Soil and Water Conservation Commission for funding approval.