

VEGETATIVE AND MANAGEMENT	Maintenance Issue	Solution	Comments:	Date Checked
	Check all seeding associated with a waterway, native planting or other vegetative practice to be sure that herbicide application in the area has not affected adequate cover.	Avoid drift when spraying near a seeded area. Turn off sprayers a sufficient distance from seeded areas if driving through them when spraying. If seeding has been killed by herbicide drift, re-seed or inter-seed the area when appropriate. Check with the local SWCD/NRCS office for seeding recommendations.		
	Check to see if seeding is established and provides adequate cover to control erosion.	Re-seeding or inter-seeding can be done in areas where seeding did not become established or where cover is not adequate to address erosion issues. The local SWCD/NRCS office can assist you with developing a seeding plan.		
	Check grassed waterways to see if they are conveying water and stopping erosion.	Avoid tilling up-and-down the edges of waterways. Tillage practices should be performed so that water flows into the waterway. Where ditches have developed within the waterway, fill them in and re-seed these areas.		
	Check fences and watering systems with prescribed grazing to insure maintenance.	Repair or replace fence as needed. Areas around watering facilities may require additional soil or rock to be added to allow livestock appropriate access. Any observed leaks should be located and repaired.		

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	Verify that invasive plant species, competition from other vegetation and/or damage from animals is not adversely affecting your native grass planting, waterway or other vegetative practice.	Invasive plants and competition from other vegetation can be controlled by mowing the area regularly or spraying with a herbicide. Domestic animals should be managed in these areas. Eliminate all burrowing animals from the area. Contact your agri supplier for herbicide recommendations on native grass plantings. If working in an area under a CRP contract, contact FSA for any maintenance restrictions or requirements.		
	Check to see if all damage to practice is repaired.	Utilize your own equipment or hire a contractor to restore damaged practices to their design specifications. Contact the local SWCD/NRCS office for technical assistance.		

FORESTRY	Maintenance Issue	Solution	Comments:	Date Checked
	Inspect windbreaks for dead trees and debris.	Use your own equipment or hire a contractor to remove any trees that have died or to remove any debris that may have collected in the windbreak. Replace the dead trees so that the windbreak continues to function as designed.		
	Verify that invasive plant species, competition from other vegetation and/or damage from animals is not adversely affecting your forestry practice.	Invasive plants and competition from other vegetation can be controlled by mowing the area regularly or spraying with a herbicide. Domestic animals should be fenced out of the area completely or you can install animal barriers around the individual trees. Eliminate all burrowing animals from the area. Contact your agri supplier or forester for recommendations on management of forestry plantings. If working in an area under a CRP contract, contact FSA for any maintenance restrictions or requirements.		
	Check to see if all damage to practice is repaired.	Utilize your own equipment or hire a contractor to restore damaged practices to their design specifications. Contact the local SWCD/NRCS office for technical assistance.		

MAINTENANCE AGREEMENT CHECK LIST

7/2/2009

STRUCTURAL	Maintenance Issue	Solution	Comments:	Date Checked
	Inspect conservation practices tile lines to determine that they are working correctly.	Obstructed tile lines will require you to run a “snake” or similar item through the line to find the blockage and possibly push through it or once you have located the blockage, you may need to dig down to the line in order to address the problem. Contact the local SWCD/NRCS office or your tile contractor for assistance with this.		
	Check intakes to see they are not plugged and are draining completely	Remove any debris that may have collected around the intake. Accumulation of sediment around an intake needs to be cleaned out and re-deposited up in the field. A good rule of thumb is that for the intake to function properly, sediment should not cover any of the holes in it.		
	Check to see if trees and/or brush are growing on your structure, terrace, or basin.	These must be removed as their root systems cause weak spots and leaks and ultimately cause the practice to fail.		
	Check all seeding associated with a structure, terrace, or basin to ensure adequate cover.	Turn off sprayers a sufficient distance from a seeded areas and avoid drift when spraying near these areas. If seeding has been killed by herbicide drift or if cover is not adequate, re-seed or inter-seed the area when appropriate. Check with the local SWCD/NRCS office for seeding recommendations.		
	Check for burrowing animals that may be digging into your structure, terrace or basin.	Steps need to be taken to remove the burrowing animal from the practice area. Once this is accomplished, soil should be used to fill in the holes and then it should be compacted to assure it remains in place.		
	Inspect the auxiliary (emergency) spillway of your structure to see if it is in good shape and clear of obstructions.	Do not put items such as creep feeders, mineral feeders, feed bunks, etc... in the emergency spillway. Re-seed or inter-seed any thin areas and fill in ditches that develop and re-seed the area. Do not continuously or over graze the auxiliary spillway.		

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	Inspect the inlet and the outlet to determine if they are working correctly. Inspect area around outlet for excessive erosion.	Pipe hoods, trash guards, and animal guards should be in place and functioning. Remove any debris that may be blocking the flow. If the cause of the debris or obstruction is an animal, remove the animal from practice area. If the pipe is blocked, run a "snake" or similar item through it to remove the obstruction or, once the obstruction is located, dig down to the area of the blockage to deal with the problem. Erosion around the outlet should be repaired by replacing the eroded soil and seeding the area or armoring it with rock.		
	Check the fencing that is required for your structure and verify that livestock access is restricted.	Repair or install fencing as needed. Be sure all gates are closed and secured.		
	Inspect the face of the dam area and shore line for erosion.	Check for erosion on the face of the dam or shoreline that may have resulted because of livestock access or wave action. If due to livestock access, restrict grazing in the area. If due to wave action, seed the area to deep rooted grasses or armor with rock or rip rap. Check with the local SWCD/NRCS office for assistance.		
	Check to see that your structures, terraces and basins are maintained as designed.	Avoid tilling close to the structure, terrace or basin to maintain their design integrity. Avoid tilling into permanent seeding on practices.		
	Check to see if all damage to practice is repaired.	Utilize your own equipment or hire a contractor to restore damaged practices to their design specifications. Contact the local SWCD/NRCS office for technical assistance.		