Attachment A - **Task 1: Conservation Planning Technical Assistance Locations and Staffing Requirements**

Geographic Area	Designated Colocation	Staffing Requirement 1 FTE = 2,080 hrs	Tasks
Western Shasta & Trinity Counties	Redding Field Office	0.4 FTE	**Task 1: Working Lands Programs Technical Assistance** 1. Coordinate assistance with NRCS personnel to fill staffing gaps where there are biologist vacancies. 2. Develop biological assessments and exercise environmental due-diligence on landowner applications. 3. Conduct outreach, planning, contracting, and certification for water bird, riparian, sage grouse, pollinator, monarch projects and other terrestrial and aquatic species projects addressing site-specific resource concerns. 4. Conduct biological inventory and monitoring activities related to National Environmental Protection Act (NEPA) compliance for federally funded activities. 5. Monitor NRCS contracted practices. (A partial list of practices is enclosed as Attachment D). 6. Attain certified conservation planner credentials, and appropriate job-approval-authorities (JAA). 7. Attend and participate in NRCS training as requested. 8. Provide suggestions to NRCS Area Biologist on improving practice standards, implementation methods and program opportunities. 9. Coordinate daily work tasks with NRCS Field Office District Conservationist. 10. Establish a work schedule with NRCS Field Office District Conservationist. 11. Provide guidance for potential impacts of planned conservation practices on Threatened and Endangered (T&E) species and assist with appending projects to Biological Opinion (BO). 12. Identify and develop wildlife habitat enhancement projects and plans. 13. With concurrence from District Conservationist, collaborate with conservation partners and producer groups on outreach and projects. 14. Conduct conservation planning and inventory for wildlife factors using science-based tools; such as, but not limited to, Wildlife Habitat Evaluation Guides (WHEGS), Stream Visual Assessment Protocol (SVAP), Pollinator Habitat Assessment (PHA), Environmental Evaluation (EE or CPA-52 form). 15. Review and certify biological conservation practices with appropriate Job Approval Authority (JAA), including the development of implementation requirements. 16. Inspect, measure, and certify completed project work in accordance with NRCS Practice Standards, Specifications and Implementation Requirements. Review documentation for accuracy, compliance with regulations, and justification of requests for payment to clients for goods and services.
Nevada, El Dorado & Placer Counties	Grass Valley Field Office	1 FTE	
Yolo, Yuba and Sutter Counties	**Woodland Field Office**	**1 FTE**	
Bay-Delta Area	Vacaville Field Office	1 FTE	
Bay-Delta Area	Petaluma Field Office	1 FTE	
Central & Southern Sierra Ecoregion	Mariposa Field Office	1 FTE	
High Desert Ecoregion (Southern California)	Victorville Field Office	1 FTE	

Attachment B – Task 1 and 2 - Locations and Staffing Requirements

Geographic Area	Ideal Office	Percent Needed	Tasks
Del Norte, Humboldt & Mendocino counties	Eureka Field Office	Task 1: 0.25 FTE Task 2: 0.75 FTE	**Task 1: Working Lands Programs Technical Assistance** 1. Coordinate assistance with NRCS personnel to fill staffing gaps where there are biologist vacancies. 2. Develop biological assessments and exercise environmental due-diligence on landowner applications. 3. Conduct outreach, planning, contracting, and certification for water bird, riparian, sage grouse, pollinator, monarch projects and other terrestrial and aquatic species projects addressing site-specific resource concerns. 4. Conduct biological inventory and monitoring activities related to National Environmental Protection Act (NEPA) compliance for federally funded activities. 5. Monitor NRCS contracted practices. (A partial list of practices is enclosed as Attachment D). 6. Attain certified conservation planner credentials, and appropriate job-approval-authorities (JAA). 7. Attend and participate in NRCS training as requested. 8. Provide suggestions to NRCS Area Biologist on improving practice standards, implementation methods and program opportunities. 9. Coordinate daily work tasks with NRCS Field Office District Conservationist. 10. Establish a work schedule with NRCS Field Office District Conservationist. 11. Provide guidance for potential impacts of planned conservation practices on Threatened and Endangered (T&E) species and assist with appending projects to Biological Opinion (BO). 12. Identify and develop wildlife habitat enhancement projects and plans. 13. With concurrence from District Conservationist, collaborate with conservation partners and producer groups on outreach and projects. 14. Conduct conservation planning and inventory for wildlife factors using science-based tools; such as, but not limited to, Wildlife Habitat Evaluation Guides (WHEGS), Stream Visual Assessment Protocol (SVAP), Pollinator Habitat Assessment (PHA), Environmental Evaluation (EE or CPA-52 form). 15. Review and certify biological conservation practices with appropriate Job Approval Authority (JAA), including the development of implementation requirements. 16. Inspect, measure, and certify completed project work in accordance with NRCS Practice Standards, Specifications and Implementation Requirements. Review documentation for accuracy, compliance with regulations, and justification of requests for payment to clients for goods and services. **Task 2: Provide Easement Program Technical Assistance** 1. Conduct easement compliance and habitat monitoring. 2. Develop Wetland Reserve Plans of Operations (WRPO) and Grazing Management Plans (GMP) for easements. 3. Develop Compatible Use Authorizations and biological recommendations for easements. 4. Develop wetland enhancement and restoration designs for easements. 5. Conduct biological assessments and environmental due-diligence on new landowner easement applications 6. Complete the Environmental Evaluation (NRCS-CPA-52) for easement applications, management actions, and WRPOs/GMPs. 7. Monitor NRCS contracted practice installation and performance. 8. Attend and participate in NRCS training as requested. **9.** Collaborate with conservation partners and producer groups on outreach and projects.
Modoc, Eastern Siskiyou Counties	Alturas Field Office	Task 1:0.75 FTE Task 2:0.25 FTE	
Lassen & Plumas counties	Susanville Field Office	Task 1: 0.50 FTE Task 2: 0.50 FTE	
Tehama, Butte counties	Oroville Field Office	Task 1: 0.75 FTE Task 2: 0.25 FTE	
Southern San Joaquin Ecoregion (Covering Fresno, Kings, Tulare, Kern & Madera counties)	Madera Field Office	Task 1: 0.50 FTE Task 2: 0.50 FTE	

TOTAL = 11.4 FTE