

# Comprehensive Data Collection List

The first step in nutrient management plan development is the gathering of all the pieces of information that need to be included in the plan or are used in the process of developing a complete plan. Following is a “comprehensive” list of the information that needs to be collected before beginning to write an Act 38 nutrient management plan.

## Farm Identification and Description

1. Operator Information - name(s), address, phone number(s)
2. Operation Location – all counties (in-state and out-of-state), and watershed(s) (watershed name, blue line stream, and/or 8-digit watershed code)
3. DEP special protection watershed(s) on the operation
4. Operation Acreage – all lands, owned and rented, that are an integral part of the operation
  - Identification of each property (farm)
  - Owned or rented designation
  - Total farm acreage
  - Total acreage on each farm that will receive nutrients
5. Site-specific Emergency Response Plan (Manure Storages & Application)
6. Conservation or Ag E&S Plan (existing)
7. Farm Description Information – animal types and numbers (description of housing, management, manure handling and storage), crop rotation and acreage, manure storage information (type, capacity), animal concentration areas, currently implemented BMPs

## Farm Maps

1. Topographic map to scale
2. Operation Location & Boundaries – street map detail, each farm owned and rented
3. Field Information – boundaries, identification number, acreage
4. Soils Identification – soil types, slopes, soil identification legend
5. Manure Application Setbacks & Restriction Areas
6. Manure Application Restriction Area Situations – perennial streams, intermittent streams, lakes, ponds, open sinkholes, active private drinking water sources, public drinking water sources, above-ground intakes to agricultural drainage systems, NVI wetlands
7. Location of existing or proposed structural BMPs
8. Location of existing or proposed emergency stacking areas
9. Location of in-field stacking areas
10. Other Critical Information – buildings, manure storages, animal concentration areas, livestock watering and feeding sites

## Animal Information

1. Animal Groups - each group (types and ages) of animals on the operation during the year
2. Animal Numbers - for each animal group on a typical production day
3. Animal Weights - for each animal group
4. Animal Production Days - for each animal group the total number of days present on the operation during the year

### Manure Management Information

1. Actual manure production records if available – loads hauled, storage levels
2. Manure Storage Information – location of each facility and area, dimensions, capacity, manure type, animal group(s), additions to manure (bedding, washwater, rain water), manure application time frame(s), application collection period
3. Uncollected Manure Information – pastures and animal concentration areas, animal groups on each area, number of days and hours per day on area
4. Bedding Information – type and amount per manure group
5. Washwater Information – type and amount per manure group
6. Runoff Water Information – for all areas where rainfall runoff is directed to manure storages (roofs, animal concentration areas), surface area, surface type (paved or unpaved)
7. Manure Groups Identification – designation of unique collections of manure based on storage location, manure types (consistency, nutrient analysis), animal groups, collection periods, and application seasons to allow for management decisions in the plan
8. Manure Analysis Reports – for each manure group
9. Manure Application Equipment – identification, type, capacity, actual calibration records, practical application rates, capabilities (incorporation, injection), manure applicators
10. Other Nutrient Sources – type (biosolids, compost, imported manure, fertilizer) and amount, application season, application method

### Crop Management Information

1. Crop Rotation
2. Soil Test Reports – current (fertility levels, recommendations), for each crop management unit/field
3. CMU Information – identification number, acreage, cropping history (previous and planned crop), expected yield, manure application history (type, typical rate, analysis, frequency), legume crop history (yield, quality), planned fertilizer management regardless of manure application (rate and analysis), and other planned organic nutrients (rate and analysis)

### Manure Export Information

1. Exported Manure Information – type, amount, manure analysis report, season of export
2. Importing Operation Information – name, location, estimated number of acres available, amount of manure to imported
3. Signed agreements

### Site Evaluation

1. Phosphorus Index Information – erosion soil loss, runoff potential subsurface drainage, contributing distances, modified connectivity
2. Manure Application Setbacks & Restriction Areas – identification and location
3. Critical Runoff Problem Areas – identification, location, recommended BMPs
4. Manure Storage and Handling Systems – identification, location, inadequate conditions and/or practices, recommended BMPs
5. Animal Concentration Areas – identification, location, inadequate conditions and/or practices, recommended BMPs