

Project Charter

Project Name: Nutrient Management Plan

Date Chartered: April, 2012

Expected Completion Date: July, 2012

Team Leader: Mary Anne Lowndes

Team Goal/Mission:

The purpose of this team is to improve the review process for nutrient management plans for CAFOs and the implementation of the plans to meet the following goals:

1. Reduce DNR staff workload so staff has more time to visit a higher number of CAFO farms to conduct more efficient and frequent evaluations of NMP implementation.
2. Crop Consultants and Ag producers will be able to create clearer NMPs.
3. CAFO producers and crop consultants will be able to better understand and implement NMPs

Issues to be addressed:

1. Nutrient management plan development and review is not consistent statewide.
2. Nutrient management plans are not implemented consistently statewide.

How to address the issues:

1. Identify which elements of the NMP are required under Federal and State Law
2. Establish a work flow or critical path diagram which breaks down the process of NMP development and review into its critical components and timeframe.
3. Identify improvements in the system that could make NMPs easier to develop and review.
4. Identify specific information needed for CAFO NMP submittals to DNR.
5. Identify key implementation methods, procedures, or tools so NMPs are used and understood more by CAFO producers.
6. Where allowed by federal or state law, simplify NMP development and implementation by selecting or creating uniform formats or requirements.
7. Identify duplicative or confusing NMP requirements and develop more simplified and efficient alternatives that still meet legal requirements.
8. Identify NMP items that may require additional research, guidance, in-depth review or consultation with other agencies or experts.
9. Create a FAQ to help the applicable agencies and the Ag community understand the intent and purpose for NMP implementation by CAFO producers.

Measure(s) to be used to determine success:

How will we quantify our progress?

1. DNR staff time is reduced.
2. Customer receives a decision on a nutrient management plan in a more timely manner.
3. Customer satisfaction is improved.
4. The number of process steps will be reduced or the number of hand-offs between DNR staff and the consultant will be reduced.
5. Federal, State, and program safety requirements were addressed and incorporated into the new process, if applicable.

Internal Team Members:

- Mary Anne Lowndes, Runoff Section Chief
- Andrew Craig,

- Pam Biersach, Bureau Director – as needed
- Robin Nyffeler – as needed

External Team Members:

- Pat Murphy, NRCS
- Jim Vandebrook, DATCP
- Dave Buss, WAPAC Representative
- Producer – will use SurveyMonkey for VOC

Support/Resource People:

NRCS has standards for nutrient management plans that must be met for any producer receiving USDA program benefits and DATCP has cost sharing programs. DNR will need to gain feedback and support from these agencies, as well as the Crop Consultants who create the plans and the Ag Producers who pay for and are expected to effectively implement the plans.

Responsibilities and Boundaries:

What areas will the team look at and what areas will the team NOT look at?

The team will look at:

- The sideboards created by current legal requirements
- DNR's NMP submittal requirements
- DNR's review process
- DNR's compliance monitoring process
- Consultant/Others recommendations for plan development and implementation.

The team will not look at:

- Changes to current federal requirements.
- Development and implementation of a certification program
- Any changes to DNR, NRCS or DATCP standards and rules



DNR Lean Project - Final Report

Project Name: NMP Review

Project Team Leader: Mary Anne Lowndes

Project Purpose: To improve the efficiency, consistency and reliability of the nutrient management plan review process.

Project Team Members: Andrew Craig (DNR), Pat Murphy (NRCS), Jim Vandebrook (WLWCA), Dave Buss (NMP consultant rep), Sue Porter and Todd Boehne (DATCP), Kevin Beckard and Steve Hoffman (additional industry reps), Terry Kelly (NRCS)

Summary of Improvements:



Implementation
Plan.docx

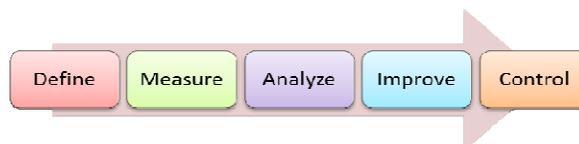
Project Results:

Goal	Baseline	Target	After Improvements	Goal Met?
Reduce DNR staff workload.	Unknown	6 hour review		
Reduce Lead (delivery time).	240 days	60 days		
Improve Customer Satisfaction.	Size and complexity too high	Provide electronic options		
Simplify the Process.	3-8 exchanges	3 exchanges		
Ensure Staff and Customer Safety.				

Project Cost:

	Hours	Dollars
Project Team Leader	177	
Project Team Members	196	
Meeting Costs		\$ 18.00
Improvement Costs		\$
Total	373	\$18.00

Recommendations for Future Code/Statute Changes: None



Lessons Learned: Selection of a project with many external partners needs to be timed with the industry workload in mind. External partners support this activity and appreciated being a part of the decision making process, as did the customers.