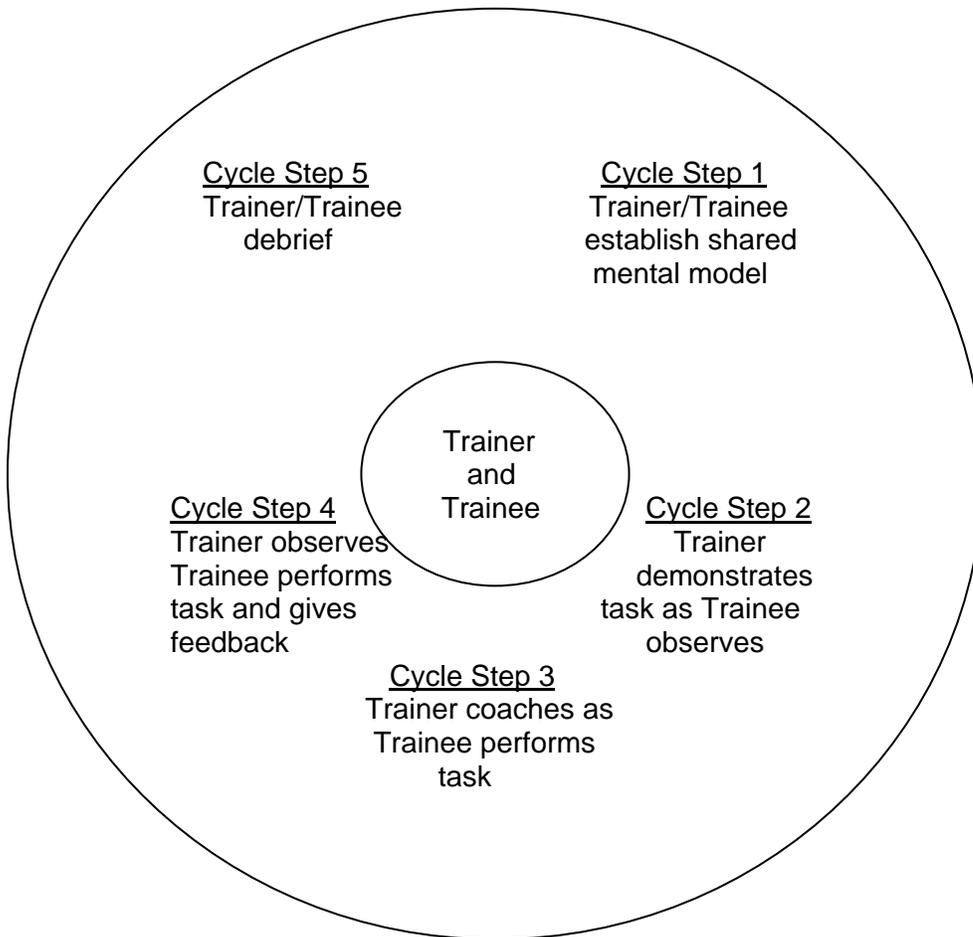


OJT Training Module Cover Sheet

Title: 1025 How to complete the FPPA forms.
Type: <input checked="" type="checkbox"/> Skill <input type="checkbox"/> Knowledge
Performance Objective: Trainee will be able to ... <ul style="list-style-type: none">• Understand the time sensitive nature of FPPA requests.• Identify lands subject to FPPA requirements.• Complete the AD1006 and CPA106 forms according to Agency guidelines.
Target Proficiency: <input type="checkbox"/> Awareness <input type="checkbox"/> Understanding <input checked="" type="checkbox"/> Perform w/ Supervision <input type="checkbox"/> Apply Independently <input type="checkbox"/> Proficiency, can teach others
Trainer Preparation: <ul style="list-style-type: none">• Be familiar with the assigned reading/review material in the lesson plan that follows.• Have 2 or more completed determinations available for use in training (remove names and other info to keep private as needed).• If possible, have as examples one or more LESA systems developed for communities in the work area.• If possible, time training so that it coincides with the need to respond to a current request for FPPA determination.
Special Requirements: Initiate an external learning request with a SF-182 in Aglearn for this activity. Instructions and a template are located on the training webpages for OJT modules.
Prerequisite Modules: <ul style="list-style-type: none">• 1002 Understand the various interpretive groups in use in your area.• 1013 Understand the information found within the FOTG and FOTG sections I and II.
Notes: None
Authors: H. Raymond Sinclair, Jr. Shawn McVey
Approved by: Marc Crouch

The Five-Step OJT Cycle for Procedural Training (Skill)



OJT Module Lesson

Title: **1025 How to complete the FPPA forms.**

WHAT	WHY, WHEN, WHERE, HOW, SAFETY, QUALITY
<p>Cycle step 1</p>	<p>Trainer and trainee review objectives of module. Understand that training will involve the AD-1006 form only. Trainer should clearly explain which situations require which form (AD-1006 versus CPA-106) and the required completion timeframes.</p> <p>Trainer and trainee access via the internet and read/review:</p> <ul style="list-style-type: none"> • Farmland Protection Policy Act: <ul style="list-style-type: none"> ○ General ○ Roles and Responsibilities ○ Lands Covered by the Act ○ Activities Covered by the Act ○ Designating Important Farmland Soils <p>Trainer and trainee access the attached:</p> <ul style="list-style-type: none"> • AD1006 • CPA106 • AD1006 site assessment scoring.pdf • Guide to completing FPPA forms.pdf <p>Optional-Review the regulations via links within the FPPA document linked above.</p> <ul style="list-style-type: none"> • Farmland Protection Policy Act, Public Law 97-98 • Farmland Protection policy Act. U.S. Code – Title 7 – Part 658 • Prime and Unique Farmlands, U.S. Code – Title 7 – Part 657 • Department Regulations 9500-3 • National Land Evaluation and site Assessment (LESA) Handbook <p>Trainer should highlight any existing LESA systems available for communities in the work area, where this information is kept, and any special instructions needed to use the LESA system.</p> <p>Trainer should review sources of information for completion of the form, including the FOTG and any other sources used locally.</p>
<p>Cycle step 2</p>	<p>Trainer uses a completed form as a demo for completion, explaining the following:</p> <ul style="list-style-type: none"> • Completion of sections I through V,

	<p>accessing local sources of information used (FOTG, Web Soil Survey, LESA, etc.)</p> <ul style="list-style-type: none"> • Completion of section VI following the guidelines provided for the 12 point site assessment criteria • Complete remainder of the form
Cycle step 3	<p>Using a prior request for a FPPA determination, provide a blank AD-1006 and have trainee complete the form with trainer guidance as needed. Compare results with the prior request. Review any differences in results and explain why the differences occurred.</p>
Cycle step 4	<p>Using a prior request for a FPPA determination, provide a blank AD-1006 and have trainee complete the form without trainer guidance. Compare results with the prior request. Review any differences in results and explain why the differences occurred.</p> <p>Optional: If possible, have the trainee complete a form AD1006 or CPA106 as needed for a current request for FPPA determination.</p>
Cycle step 5	<p>Trainer and trainee can debrief the exercise and answer any questions.</p>

OJT Module Lesson Measurement of Learning

Title: 1025 How to complete the FPPA forms.

WHAT	WHY, WHEN, WHERE, HOW, SAFETY, QUALITY
Trainee's learning is measured.	Have the trainee complete the attached quiz below to reinforce the concepts in this module. Have the trainee complete the FPPA forms when a request for FPPA determination is received. Sign off on performance when target proficiency is achieved.

SF-182

Trainee and/or supervisor access Aglearn to verify completion of the module via its SF-182.

Quiz

1. True or False? One goal of the Farmland Protection Policy Act (FPPA) is to maximize the extent to which Federal programs contribute to the unnecessary and irreversible conversion of important farmland to nonagricultural uses.
2. True or False? Lands not covered by the FPPA include private land where no Federal funds or technical assistance is utilized.
3. True or False? NRCS has 10 working days to respond to an FPPA determination request unless a site visit or land evaluation system design is needed.
4. True or False? For the purpose of FPPA, farmland includes prime farmland, unique farmland, and farmland of statewide or local importance.
5. True or False? Land subject to FPPA requirements must be currently used for cropland.
6. True or False? The governor of an affected state, where a state policy or program exists to protect farmland, may bring an action in the Federal district court of the district where a Federal program is proposed to enforce the requirements of section 1541 of the Act, 7 U.S.C. 4202, and regulations issued pursuant to that section.
7. True or False? The conversion of farmland to nonagricultural uses includes the construction of on-farm structures necessary for farm operations.
8. True or False? The Act and these regulations do not authorize the Federal Government in any way to regulate the use of private or non-Federal land or in any way affect the property rights of owners of such land.
9. True or False? Unit of local government means the government of a county, municipality, town, township, village, or other unit of general government below the State level or a combination of units of local government acting through an area wide agency under a State law or an agreement for the formulation of regional development policies and plans.

10. True or False? Federal agency means a department, agency, independent commission, or other unit of the Federal Government.
11. True and False? NRCS will respond within 30 days to AD-1006 and NRCS CPA-106 requests in cases where a site visit or land evaluation system design is needed.
12. True or False? In the event that NRCS fails to complete its response to AD-1006 and NRCS CPA-106 within the required period, if further delay would interfere with construction activities, the agency should proceed as though the site were not farmland.