



Natural Resources Conservation Service  
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**Transmitted via Email**

May 15, 2008

MINNESOTA BULLETIN NO. 360-8-13

SUBJECT: PER – CONSERVATION PLANNING TRAINING

Purpose. To transmit the Conservation Planning Course Information, Training Roster, and Location.

Expiration Date. September 30, 2008

The 2008 Conservation Planning Course training session will be held on July 28 through August 1, 2008, at the Redwood Area Community Center in Redwood Falls, Minnesota. The Redwood Area Community Center address is 901 Cook Street, Redwood Falls, MN 56258. See the attached lists for those who are registered to participate and the course instructors. All employees on these lists who are on travel status will have eligible travel expenses reimbursed from the state training fund. If you are not able to attend, notify your Area office so that they may nominate a replacement to attend. Area Offices should send name changes to Robin Martinek at the State Office.

The session will begin at noon on Monday and conclude at noon on Friday. Completion of this course is a requirement for certification as a Resource Management System (RMS) level conservation plan preparer. This level of certification is also required for conservation planners to sign off on a CNMP. Successful completion of this course does not, by itself, result in participants achieving certification.

Attendance at this course requires participants to have previously completed the attached list of prerequisites. Contact your supervisor or your Area Resource Conservationist for assistance with completion of the course prerequisites.

Lodging will be at the Redwood Valley Lodge. Each participant and instructor will need to make his or her own lodging arrangements. The address is 1382 E. Bridge Street, Redwood Falls, MN 56283. The phone number is (507) 644-5700. There is a block of rooms being held under NRCS – Planning Course. The government rate is \$55.00 plus tax. **The rooms will be held until July 15, 2008. Please call and make your reservations before the deadline. Be sure to ask for the Planning Course group.** Arrangements are being made for box lunches on Tuesday and Wednesday as there is nowhere nearby to get lunch on those days. Staff will collect cash in the range of \$5-6 for participants having the box lunch the next day.



Plan to dress for field work and bring rain gear for outdoor activities. Insect repellent is recommended. Participants will also need to bring pencils, calculators and notebooks. Bring a clinometer or hand level for use in the field exercises.

Participants will be divided into groups with a designated leader, and will perform group planning exercises throughout the week. If you are identified as a group leader (with an asterisk on the attached list,) bring your field office copy of the National Planning Procedures Handbook and 10-15 flags to use during the field exercises. One laptop computer per group will be available with ToolKit for groups to use when preparing their conservation plan.

Please contact Robin Martinek, Agronomist at (651) 602-7866 if you have any questions concerning the accommodations. Please direct questions concerning the training, through your Area Office, to Paul Flynn, State Resource Conservationist.

/s/

WILLIAM HUNT  
State Conservationist

Attachments

DIST: ASTC (FO)  
ARCs  
Attendees and instructors  
Charles Montgomery, State Training Coordinator, NRCS, St. Paul, MN  
ECS