

Comparison of GeoTracker Web Form TNA Report to Preservation, Inc. “Template” (i.e. spreadsheet-based report)

Section I: General Ranch Information = *ReportInfo* tab

1. Reporting date (year)
2. Operation name and AW number
3. Ranch name and AGL number (Global ID)
4. APN(s) that correspond to acreage reported in this form **
5. Number of ranch acres and number of any fallow acres
6. ONLY IF ranch is a greenhouse/nursery/hydroponic – select a menu option to indicate what happens to excess water

In the Preservation, Inc. Excel “Template,” enter the above items in columns C through J of the ReportInfo tab (columns A and B are for ID numbers)

***Because GeoTracker does not always capture APNs correctly, the Preservation, Inc. “Template” asks you to enter the APN in a separate tab. A Look-Up List in the “Template” will show you how GeoTracker has stored all of the APNs you’ve previously entered for your ranches.*

Section II: Nitrogen Applied with Irrigation Water = *ReportInfo* tab

7. Select the water source (example: “Well / City Water”) from a drop-down menu
8. Average nitrate concentration in that water, and whether it is “as NO₃” or “as N”
9. Estimated total volume of water applied to all report acres
10. Select from a different menu if irrigation water is from a recycled source
11. Total Nitrogen concentration (similar to Nitrate) in recycled water (if applicable)
12. Estimate total volume of recycled water applied (if applicable)

In the Preservation, Inc. Excel “Template,” enter the above items in columns K through Q of the ReportInfo tab

Section III: Nitrogen Applied with Compost and Other Materials = *ReportCompost* tab

13. Select the name of each “Material applied” from a drop-down menu
14. Enter the total pounds of Nitrogen applied in compost and other materials
15. Enter the physical ranch acres over which the compost/materials were applied
16. Enter the C:N ratio of compost and other materials

In the Preservation, Inc. Excel “Template,” enter the above items in columns A through F of the ReportCompost tab. Enter any comments in column G.

In both GeoTracker and the Preservation, Inc. “Template”, this section is optional. However, in future years, to receive a credit/discount for the fact that these materials release N more slowly than fertilizers, you MUST complete this section to receive credit.

Section IV: Nitrogen Applied with Conventional &/or Organic Fertilizers = ReportCrop tab

17. Select the name of the first crop to be reported upon from a drop-down menu
18. Enter the total "crop acres" for that crop
19. Enter the Nitrogen present in soil
20. Enter the Nitrogen applied in Conventional Fertilizers
21. Enter the Nitrogen applied in Organic Fertilizers
22. Enter the C:N ratio of any Organic Fertilizers
23. Select from menu whether crop was conventionally grown or certified organic
24. Select from a drop-down menu if any "additional info" applies, or select "none"

In the Preservation, Inc. Excel "Template," enter the above items in columns B through J of the ReportCrop tab. Enter any comments in column K.

Section V: Basis for Amount of Total Nitrogen That was Applied = ReportInfo tab

25. Select one or more of 15 options for where you got the information to inform your decision as to how much Nitrogen to apply to this ranch during the reporting period (must select at least one)

In the Preservation, Inc. Excel "Template," select "Yes" in columns R through AF of the ReportInfo tab for any information sources that informed your decision-making.

Section VI: Explanations and Comments = ReportInfo tab

26. Provide an explanation if the information on the form does not represent the entire 12 month reporting period, and/or any other comments.

In the Preservation, Inc. Excel "Template," enter explanations or comments that you want to be publicly reported as applicable to your entire report in column AK of the ReportInfo tab.

In the Preservation, Inc. template, you can optionally include comments related to specific records in the ReportCompost and ReportCrop tabs. GeoTracker will not accept these, however Preservation, Inc. can store them to provide additional interpretation for future use.

Section VII: Certification = Upon submittal

27. The form must be reviewed and certified by the Operator/Responsible Party listed on the eNOI. Pushing the "Submit" button serves as that certification.

On the Preservation, Inc. TNA Submittal Web-Page, check the box under the Certification statement prior to clicking "Check File".