

Nitrogen Management Plan (NMP) Grower Certification

Request for Continuing Education Units (CEUs) Credit

Application Instructions

The purpose of continuing education is to ensure Nitrogen Management Plan (NMP) certificate holders keep current their knowledge on subjects related to efficient use of nitrogen-based fertilizing materials and irrigation management techniques.

Course Content Requirements

Course contents are specifically required to promote environmentally safe and agronomically sound use of nitrogen-based fertilizing materials and proper irrigation management. These CEU courses are intended to build upon the Nitrogen Management Plan Self-Certification Courses developed as part of the Irrigated Lands Regulatory Program.

Continuing education courses must include at least one-half hour of approved content. See “Specific Section Instructions For Application”, Section F, for subjects necessary for CEUs.

Program sponsors must ensure that speakers/instructors chosen to give presentations are qualified by education and experience to provide training and instruction in the relevant subject matter.

Continuing education course formats may include:

- College level instruction;
- Professional or technical seminars;
- Demonstrations pertaining to nitrogen use or management;
- Field trial tours:
 - CEUs for field trial tours to be granted on one of three levels:
 1. **Full Credit:** a qualified instructor must focus the tour with a planned and structured educational program with a defined time frame for each stop.
 2. **50% Credit:** Tour is not tightly structured, but provides for specific stops with educational instruction by a qualified person. Each stop is assigned a unique number.
 3. **No Credit:** Open tour with no instructor. Tour is product specific with marketing and customer service focus. Vendors will need to be very specific and detailed in their applications for CEUs for field tour events.
- **Product Specific Training** - Approval will only be granted when the discussion is related to an agronomic concept focused on nitrogen fertilizer use practices.
- **Equipment Use and Operation** – Credit will be granted on topics related to tillage and application equipment as it relates to the accurate application/placement of nitrogen fertilizers.
- **Keynote Speakers** - Keynote Speaker and Panel Discussions will be approved when the content is appropriate and speakers are professionals or practitioners.

No CEUs Credit Given To:

- Presentations on pending or proposed legislative/regulatory issues.
- Product sales presentations (unless criteria in section above are met).
- Presentations focused on product marketing, product positioning or its specific features; advantages and benefits over competitive products.
- Specific product commercial crop input sales training or marketing sessions and award presentations.

- Professional publication of papers, journals or books.
- Open tour with no instructor: Tour is product specific with marketing and customer service focus. Vendors will need to be very specific and detailed in their applications for CEUs for field tour events to qualify. (see criteria above)

Participant Certificate of Completion

Upon successful completion of a course, a grower will receive Continuing Education Units that are used to maintain their certification for approving a Nitrogen Management Plan (NMP) for lands that they farm. This certificate is kept in each grower's farm records. The certificate of completion must be provided by the sponsoring organization.

Sponsoring Organization Requirements

The event or course sponsors are required to track the participation via sign-in and sign-out sheets. Course sponsors will be provided a template "Certificate of Completion" that should be filled in with the CEU event specifics and given to the participant at the end of the course.

CEU Review Guidelines

Continuing education courses will be reviewed and approved by a panel selected by the California Department of Food and Agriculture (CDFA). Currently, the panel includes the Coalition for Urban Rural Environmental Stewardship (CURES), representing the Central Valley Water Quality Coalitions, and qualified personnel from the University of California.

Submission Timelines

The approved courses may be audited by the curriculum reviewers. To obtain course approval, **sponsors must submit the following at least 21 days before the course date:**

1. A Continuing Education Approval Request Application. Applications are available on CURES website.
2. A Basic Course Agenda that will be used for outreach and posted on the CURES website upon approval.
3. A Comprehensive Course Agenda that further explains your event for the CURES review team. This agenda must include the following:
 - the title of each session
 - a 3-4 sentence description of each session
 - the approximate start and end time of each session
 - the name and affiliation of each speaker

Complete the electronic form located on www.curesworks.org. Your application will be submitted to:

CURES CE Program: ce.applications@curesworks.org

Approval Timeline

You will be notified by CURES if your application is determined to be incomplete or if additional information about the course is needed. A calendar of approved courses will be posted on CURES Website at:

www.curesworks.org

CURES will send approval status information to the contact person listed on the application **within 10 business days of submission of a completed application.**

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Specific Section Instructions for Application

Section A: Course Description. This information is for record keeping and contact purposes and may be posted to CURES Web site. CURES will send approval status information to the contact person listed on the application **within 10 business days of submission of a completed application.**

Section B: Course Type. Check all that apply. This information is for record keeping purposes.

Section C: Hours Requested. Indicate the number of hours you are requesting. Total number of hours approved must be at least one half hour.

Section D: Hours Approved. This section is completed by CURES/UC staff. Approval is based on the information submitted in the application and comprehensive agenda.

Section E: Estimated Number in Attendance.

Section F: Basic Course Agenda. A basic course agenda must be included to be used for outreach. This agenda will be posted on the CURES website upon approval. An example can be found on the CURES website here: <https://www.curesworks.org/continuing-education/>.

Section G: Comprehensive Course Agenda. A comprehensive course agenda must include the following: a description of the course, the title of each session, the main points of each session, the start and end time of each session, and the name and affiliation of each speaker. An example can be found on the CURES website here: <https://www.curesworks.org/continuing-education/>. The instruction must focus on nitrogen management and irrigation/nitrogen management.

Examples of topics necessary for approval include:

1. Achieving nitrogen use efficiency for specific crops;
2. Practices to minimize leaching of nitrates to groundwater for specific crops;
3. Matching nitrogen applications to crop uptake and potential crop production;
4. Efficient irrigation;
5. Other agronomic-focused nitrogen fertilizer and irrigation efficiency subjects deemed appropriate by the curriculum reviewers.

Section G: Signature of person submitting application; Date of signature.

Section H: Notification Status. This section will be completed by CURES/UC staff, before it is returned to you.

For assistance completing this form, please call CURES at 530-747-2023