

## Nutrient Stewardship Council

### Request for Proposal Independent Contract Services

#### Overview

The Nutrient Stewardship Council is accepting proposals for an independent contractor whose primary responsibility will be to review 4R Nutrient Stewardship Certification Program audit reports and recommend certification decisions to the Nutrient Stewardship Council.

The Nutrient Stewardship Council is a 501(c)(3) entity formed to oversee and govern the 4R Nutrient Stewardship Certification Program. The Nutrient Stewardship Council's mission is to develop and maintain an auditable nutrient stewardship certification program encouraging responsible commitment and best management practices by nutrient service providers\* aimed at the long-term improvement of water quality in Lake Erie and other surrounding waterways. For information about this program, visit [www.4rcertified.org](http://www.4rcertified.org).

#### *Scope of Work*

#### Purpose

The 4R Nutrient Stewardship Certification Program encourages agricultural retailers, nutrient service providers to adopt proven best practices through the 4Rs, which refers to using the Right Source of Nutrients at the Right Rate and Right Time in the Right Place.

This approach provides a science-based framework for plant nutrition management and sustained crop production, while considering specific individual farms' needs.

To meet the needs of program participants, it is necessary to engage an individual to review audit reports, ensuring consistency amongst certification decisions.

#### Deliverables

For each audit report, provide a written synopsis of decision for certification or decertification.

#### Expectations

Each audit report review will be independent from one another.

Confidentiality of report information will be adhered to by the independent contractor and a confidentiality agreement will be executed with the contract.

Potential discussion with the Nutrient Stewardship Council's Certification Body on a case by case basis.

Required reviewer process initial training and annual training provided by the Nutrient Stewardship Council.

*\*Nutrient service providers (NSPs)* - General term that refers to entities covered under the scope of the 4R Nutrient Stewardship Standard, including agricultural retailers, agricultural service providers, and certified professionals. For the purposes of the Standard, the relevant functions of Nutrient Service Providers are to provide nutrient recommendations and/or apply nutrients for grower/customers.

## **Contract Duration**

The contract is based on \$100 per each audit report review. Estimated time for each review is two (2) hours.

This is a contract position. The contractor shall have no claim against the Nutrient Stewardship Council for vacation pay, sick leave, retirement benefits, social security, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind.

## **Preferred Qualifications**

- Trained in nutrient management.
- Ability to review and critique GIS information.
- Demonstrated experience in nutrient management.
- Certified professional, i.e. Certified Crop Adviser (CCA, USDA-NRCS Comprehensive Nutrient Management Plan (CNMP) Specialist or Technical Service Provider (TSP), Certified Professional Agronomist (CPAg), or other relevant accreditations.
- Other related and current professional certificates.
- Clear and concise communication skills, both in oral and written form.
- Proficiency in Microsoft Office suite and Adobe Acrobat.

## **Submission Guidelines**

Electronic proposals can be submitted to the attention of Nutrient Stewardship Council, Executive Director, Andrew Allman at [aallman@oaba.net](mailto:aallman@oaba.net).