

## Monitoring Site Template Instruction Sheet

Use this instruction sheet to complete the Monitoring Site Template (MonitoringSiteTemplate.xlsx) which can be downloaded from the NPS Program's Sponsor website (<http://deq.wyoming.gov/wqd/non-point-source/resources/sponsors/>). Each one of your monitoring sites represents a station; for each station, please provide the following information. **Items with an asterisk (\*) are required and must be included in the datasheet.** Other items are optional but recommended. An example of a populated Monitoring Site Template can also be found on the NPS Program Sponsor website (MonitoringSiteTemplateEXAMPLE.xlsx).

1. **StationCode** – Provide the unique code for the monitoring site; e.g. TestCreek1 or BC3
2. **\*WaterbodyName** – “Name of waterbody – Reach name” (Reach name optional, but recommended); e.g., North Tongue River – Above Bull Creek
3. **\*Basin** – Choose from the options listed in Table A
4. **\*County**
5. **HUC12Code** – (Hydrologic Unit 12-digit Code) Hydrologic units are geographic areas representing part or all of a drainage basin or hydrologic feature. The 12 digit sequence of numbers identifies a hydrologic area or feature by region, subregion, basin, subbasin, watershed, and subwatershed. This column is optional, but input the 12-digit HUC number if known. You may also contact your WDEQ Project Officer if you need assistance determining HUC12 codes for your monitoring area.
6. **EcoregionLevel4** – Choose from the options listed in Table B (input numerical code and text description); e.g. 12d – Dissected Plateaus and Teton Basin. This column is optional, but input the site's Level 4 Ecoregion if known. You may also contact your WDEQ Project Officer if you need assistance determining which Ecoregion(s) is appropriate for your monitoring area.
7. **\*Section** – (1-36)
8. **\*Township** – e.g., 21N
9. **\*Range** – e.g., 078W
10. **Qtr** – The 160 acre quarter of a Section (e.g., NE of SWNE)
11. **QtrQtr** – The 40 acre quarter within the 160 acre quarter of a Section (e.g., SW of SWNE)
12. **\*WaterbodyType** – Choose from: Lake, River, Stream, Wetland, Other. Use your best judgment to differentiate between rivers and streams.
13. **\*Subsystem** – Choose from: Perennial (present all year), Intermittent (only flows part of the year), Ephemeral (lasts for a very short time)
14. **\*Origin** – The source of water. Choose from: Glacial, Non-Glacial Montane, Spring-fed, Swamp and Bog, Mixture of Origins, Other
15. **Description** – Optional; include a more detailed explanation of the site location; e.g., 100 m south of the boatramp on the east side of the lake
16. **\*Lat** – Latitude in decimal degrees, to at least 6 decimal places; e.g. 48.123456
17. **\*Long** – Longitude in decimal degrees, to at least 6 decimal places. Make sure to include the negative sign; e.g., -106.123456
18. **\*Datum** – Latitude/Longitude Datum. Choose from: North American Datum of 1927, North American Datum of 1983, World Geodetic System of 1984, Unknown. This information should be displayed on the Global Positioning System (GPS) unit you used to obtain lat/longs for your monitoring sites.
19. **\*Elevation** – in feet; e.g. 6535
20. **\*FirstMonitored** – (mm/dd/yyyy) First date that the site was monitored by your organization
21. **\*Ownership** – e.g., Municipal, USFS, Private, State, BLM
22. **\*Landscape** – Choose from: Foothills, Mountain, Plains
23. **\*PrimaryLandUse** – Choose from the options listed in Table C
24. **\*SecondaryLandUse** – Choose from the options listed in Table C
25. **Catchment** – Size of watershed (miles<sup>2</sup>); e.g., 5.4

**Table A.**

<b>Basin</b>
Bear
Belle Fourche
Bighorn
Cheyenne
Green
Little Missouri
Little Powder
Little Snake
Niobrara
North Platte
Powder
Snake
South Platte
Tongue
Wind
Yellowstone

**Table C.**

<b>Land Use</b>
Confined Feedlot
Dryland Pasture
Industrial
Irrigated Hayland
Irrigated Pasture
Irrigated Row Crop
Livestock Grazing
Logging
Military Reserve
Mining
Nonirrigated Hayland
Nonirrigated Row Crop
Oil & Gas
Recreation and Wildlife Habitat
Residential
Urban

**Table B.**

<b>Ecoregion Level 4</b>
12d – Dissected Plateaus and Teton Basin
17a – Black Hills Foothills
17ao – Absaroka Volcanic Subalpine Zone
17ap – Sedimentary Subalpine Zone
17c – Black Hills Plateau
17g – Mid-Elevation Sedimentary Mountains
17h – Alpine Zone
17i – Absaroka-Gallatin Volcanic Mountains
17j – Yellowstone Plateau
17k – Granitic Subalpine Zone
17m – Dry Mid-Elevation Sedimentary Mountains
17n – High Elevation Valleys
17o – Partly Forested Mountains
18a – Rolling Sagebrush Steppe
18b – Bighorn Basin
18c – Sub-Irrigated High Valleys
18d – Foothill Shrublands and Low Mountains
18e – Salt Desert Shrub Basins
18f – Laramie Basin
18g – Bighorn Salt Desert Shrub Basins
19c – Mid-Elevation Uinta Mountains
21a – Alpine Zone
21b – Subalpine Forests
21c – Mid-Elevation Forests and Shrublands
21d – Foothill Shrublands
25c – Moderate Relief Plains
25d – Flat to Rolling Plains
25f – Pine Bluffs and Hills
25g – Sandy and Silty Tablelands
25h – Platte River Valley and Terraces
43e – Sagebrush Steppe
43g – Semiarid Pierre Shale Plains
43n – Montana Central Grasslands
43p – Pine Scoria Hills
43q – Mesic Dissected Plains
43v – Pryor-Big Horn Foothills
43w – Powder River Basin
43x – Casper Arch