

Rangeland Improvement Project System – RIPS Edit

Back at the project search screen you see where we've entered our two new projects. Now that we've entered new projects, let's look at what edits are available on existing projects in the system. To edit a project you'll select the RIPS project number. This shows us what phase the project is in. You notice the project phase is new, which means the information in this record was based on the new construction of the project. If we need to change any of the information, we can select the edit button.

Now we're at our improvement detail screen. You'll notice all the information we previously entered. You can come in and change any of these data fields. You can go to the other screens, the details screen to change any information, the management unit screen, the improvement cooperator screen, and the maintenance information screen. We can also add a maintenance record for our project by selecting the maintenance button.

Here you'll identify the begin date of the maintenance project, the date we completed it, the fiscal year, identify the number of screens that we did maintenance on, and then the flow rate. You can also identify who did the maintenance and their cost associated with the maintenance activities.

After you've entered all your data, select save. Back at the project search screen we can select the improvement number again, and now you notice we have a maintenance space for our project. Maintenance is primarily the responsibility of

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the primary beneficiary. It is also identified in the construction agreement. If we have a project developed under a cooperative agreement, the primary person responsible for maintenance will be the signer on the cooperative agreement. For range, or grazing-related projects, this is typically the livestock operator.

From this screen, go ahead and hit cancel so we return to the project face, and let's look at other phases that are available. Under maintenance is addition.

This will create an addition to the existing project. In this case, again you would enter the begin date, the completed date, the fiscal year. Now in this case we're doing an addition, so what is the number of springs that we are adding to this project? We will add one new spring, the flow rate, and then the appropriate cooperator information. After you've entered all the appropriate information, select save.

From the project search screen select the RIPS project number and you'll notice we now have our new project development, the maintenance record we entered, and the addition. The next option is abandon. The abandon feature is used when the project is no longer needed. It is important to abandon a project versus delete it so that the RIPS number is not reused. The RIPS number identifies a specific project, and you don't want to reuse it or else it can get confusing in your filing system.

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So if for example since we're dealing with a spring, if the spring goes dry we're going to abandon the project. You would select abandon, enter the date the project was abandoned, and save. When you hit save you'll get a confirmation screen to ensure that you did not enter this on accident. If you truly want to abandon the project, select abandon. From the project search screen you can select the RIPS number, and now you notice that all three phases of the project have been abandoned.

You also notice we have a new phase down at the bottom. This is the reconstruction phase. If a project is going to be reconstructed, you can select the reconstruct, and on this screen all you'll need to enter is the new begin date and completion date, the fiscal year that the project was reconstructed, select save, and now you'll notice all three phases of the project have been abandoned.

You'll also notice there is a new phase available. Reconstruct project. If the project is going to be reconstructed, you can select the reconstruct button. At the improvement details screen, you'll notice the majority of information is carried over from when you initially entered the project. The three fields that needed to be entered are the begin date, this is the date that the reconstruction began, the date it was completed, and the fiscal year.

After you've entered that data, select save, and save and return. Now you can select your project number, and you'll notice you have a reconstruct phase, the

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initial three phases are abandoned, and you can create a maintenance record, an addition, or abandon the reconstruction. By definition, if maintenance activities will cost more than 50 percent of the original construction value, the project should be abandoned and a reconstruction phase should be completed. The delete project is the final phase available. This phase is only available for the user reps or users with owner-level permission. Delete can only be used when a project and a project number were entered on accident and that project number could be reused at a later date.

When we initially entered the new project, I mentioned there were only certain fields that were required to create the project and get a RIPS number. It is important if you do not complete the project at one time to select the edit button to come in and complete the improvement record. If the improvement record is not complete, you cannot claim credit for completing the project when reporting your units of accomplishment in the MIS system. It's also important to get credit for completing maintenance activities and any addition product and any additional projects that are completed throughout the year when reporting your units of accomplishment in the MIS system.