State of Wisconsin
Department of Natural Resources
PO Box 7185, Madison, WI 53707-7185
dnr.wi.gov

Instructions for Form 3400-025A
Animal Units Calculation Worksheet

A WPDES permit is required for all livestock/poultry operations that will contain 1,000 or more animal units (AU). You are required to complete these calculations as part of the "**preliminary**" application for a Wisconsin Pollutant Discharge Elimination System (WPDES) permit under NR 243, Wis. Admin. Code. **The AU Calculation Worksheet(s) must be filled out separately for the "main" site and each other site your farm owns or manages where animals are kept.** When filling out the AU Calculation Worksheet(s) for a particular site, include all animals held in confinement or feeding facilities for more than 45 days in a 12 month period. **Attach the AU calculation worksheet(s) to the corresponding Site Information pages (Section II) of Form 3400-025, which should have been completed prior to completing the AU calculations worksheet(s).**

Use the Current Animal Units Calculation Worksheet to calculate the number of AU currently on your operation and use the Projected Animal Units Calculation Worksheet to calculate the AU after any proposed expansions. The Projected Animal Units Calculation Worksheet must be filled out for each proposed increases in animal numbers at a site within the next five years**. Please fill in the name of the site in the space provided at the top of both worksheet(s).** Check the box at the bottom of the Current Animal Units Calculation Worksheet, if there are no proposed increases in animal numbers at this site within the next five years. If you plan to expand your operation, please identify the month and year you plan to implement the expansion at the bottom of the Projected Animal Units Calculation Worksheet.

All application materials must be mailed to:

Wisconsin Department of Natural Resources
CAFO Intake Specialist – WT/3
PO Box 7185, Madison WI 53707-7185

Completing AU worksheet using Microsoft Excel or Word

1. To begin calculations using Microsoft Excel or Word, double-click on the calculation worksheet(s) provided. If completing this form by hand see directions below.

2. Identify the name of the site for which you are calculating the AU at the top of both Current and Projected Animal Units Calculation Worksheet(s) (Form 3400-025A), if applicable. These AU calculation worksheet(s) must be filled out separately for the main site and any other site(s) which are owned or operated by your farm for the purpose of housing animals associated with your operation.

3. Calculate the animal units using both the Mixed (State) and Non-mixed (Federal) methods. The highest calculated total of the two methods determines the size of the animal feeding operation. For existing operations, enter the current number of each animal type at a site in the **Current Number** columns under both the **Mixed** and **Non-mixed Animal Units** headings of the Current Animal Unit Calculation Worksheet**.** To determine the current number of each animal type**,** include all animals held in confinement or feeding facilities for more than 45 days in a 12 month period. For new sites where there currently are not any animals present, enter zero for Total Mixed and Non-Mixed Animal Units on the Current Animal Unit Calculation Worksheet.

4. If you plan to expand your operation, enter your proposed animal numbers in the **Projected Number** columns under both the **Mixed** and **Non-mixed Animal Units** headings of the Projected Animal Unit Calculation Worksheet (Form 3400-025A). The Projected Animal Units Calculation Worksheet must be filled out each time you plan to expand a particular site within the next 5 years. Please identify the month and year you plan to implement the expansion at the bottom of the worksheet.

5. Once current and proposed animal numbers are determined, multiply the number of animals entered in columns c and f of the current and/or projected AU calculation worksheets under both the Mixed and Non-mixed headers by the appropriate equivalency factor in columns b and e to determine the equivalent number of AU for each animal type (columns d and g).

6. The worksheet will automatically calculate the number of Mixed and Non-Mixed Animal Units on the operation. If either "Total Animal Units" is 1000 or more, you are required to obtain a WPDES permit.

7. To quit editing click anywhere outside of the table within the document.

Completing AU worksheet by hand

1. Print out both the Current and Projected Animal Units Calculation Worksheet(s), if applicable.

2. Identify the name of the site for which you are calculating the animal units at the top of both Current and Projected Animal Units Calculation Worksheet(s) (Form 3400-025A), if applicable. These calculation worksheet(s) must be filled out separately for the main site and any other site(s) which are owned or operated by your farm for the purpose of housing animals associated with your operation.

3. Calculate the animal units using both the Mixed (State) and Non-mixed (Federal) methods. The highest calculated total of the two methods determines the size of the animal feeding operation. For existing operations, enter the current number of each animal type on your operation in the **Current Number** columns under both the **Mixed** and **Non-mixed Animal Units** headings of the Current Animal Unit Calculation Worksheet**.** To determine the current number of each animal type**,** include all animals held in confinement or feeding facilities for more than 45 days in a 12 month period. For new sites where there currently are not any animals present, enter zero for Total Mixed and Non-Mixed Animal Units on the Current Animal Unit Calculation Worksheet. Check the box at the bottom of the worksheet, if there are no proposed expansions for the site.

4. If you plan to expand your operation, enter your proposed animal numbers in the **Projected Number** columns under both the **Mixed** and **Non-mixed Animal Units** headings of the Projected Animal Unit Calculation Worksheet (Form 3400-025A). The Projected Animal Units Calculation Worksheet must be filled out each time you plan to expand a particular site within the next 5 years. Please identify the month and year you plan to implement the expansion at the bottom of the worksheet.

5. Once current and proposed animal numbers are determined, multiply the number of animals entered in columns c and f of the current and/or projected AU calculation worksheets under both the Mixed and Non-mixed headers by the appropriate equivalency factor in columns b and e to determine the equivalent number of animal units for each animal type (columns d and g).

6. Add all values in column d together under the Mixed Animal Units header to obtain the Total Mixed Animal Units. Do not add the values in column g, under the Non-mixed Animal Units header. Instead, select the highest value in column g and enter that value in the Total Non-Mixed Animal Units.

7. If the value for the sum of all site's "Total Animal Units" under either the Total Mixed or Non-Mixed Animal Units headers is 1000 animal units or more, you are required to obtain a WPDES permit.