



Agricultural Enhancement Program Urban Agriculture Application

FY2025



Applicant Information
Name:
Mailing Address:
Telephone:
Email Address:
Application Date:

Farm Information
Conservation District: Capitol
County: Kanawha
Farm Name:
Farm # :
Tract # :
Field # or #'s:

Best Management Practice

Please complete the following information for the Best Management Practice you would like to apply for:

BMP	Limits	Cost-Share Rate	Amount applied for	Amount applied for
Urban Agriculture	\$500.00 per co-operator *Cooperator Caps	50%	*Tumbler Compost Bins *Straw Mulch - (1 bale) *Raised Beds *Raised Beds Kits *Rain Barrel *Rain Barrel Kits *Soil *Urban Deer Fence *Shade Cloth *Stakes & Trellises	*Blue Bird Boxes *Cold Frames & Hot Beds *Composters *Cover Crop for High Tunnels *Irrigation *Landscape Fabric *Low Tunnel *Mulching *Polywire Fence

Program Eligibility

- A. **Definition:** All Best Management Practices (BMP) are intended to address soil erosion and other related problems. Manufactured kits or CCD board approved spec sheets are required.
- B. **Purpose:** Provide assistance to urban landowners that are interested in agricultural practices. Rural landowners will not be excluded, providing soil and watershed protection by storm water management and soil erosion reduction, and encourage locally grown foods.
- C. **Policies for Practice**
 1. Applicant must be a District Cooperator.
 2. Cost share is available to owner or lessee.
 3. Applicant must provide map identifying tract and field along with proposed acreage.
 4. Cooperator is limited to 2 (two) practices plus 1 (one) lime program per fiscal year.
 5. Cooperator cap is \$4,000.00 (Four-Thousand Dollars) per fiscal year.
 6. Application approvals will be made based upon availability of funds and based on the ranking form.
 7. After approval applicant must follow any job sheets/Urban Ag Guide that are provided at the time of signing the contract.
 8. **1st round invoices must be submitted by December 1st, 2024. 2nd round, June 1st, 2025.**
 9. "Applications received by the 1st (first) of the month are typically placed on that month agenda".
- D. **Payment rates & limits:**
 1. The maximum cost-share for this practice shall be at a 50% rate up to \$500 maximum.
 2. Maximum of \$500 per household/cooperator per year.
 3. The payment will be made after paid invoices are received, cooperator completes a W-9 form and completion of site visit.
 4. No duplication of federal or state cost-share shall be allowed.
 5. Capitol Conservation District does not reimburse sales tax amount or shipping.

DI. Practice Specifications

1. Please refer to Urban Ag Guide provided at the time of approval and signing of contract.

By signing this I have read, understand, and agree to the terms and conditions stated in this document.

Farm Name (if applicable): _____

Applicant Signature: _____ Date: _____

OFFICE USE ONLY:	
Date Received:	
Time Received:	
Ranking Score:	
If Approved:	
BD Date Approved:	
Contract Expiration Date:	
Application #:	
Verification #:	