

Return application, soil results and maps to:

Mail: 151 Aikens center Suite 2; Martinsburg, WV
 25404 Email: tfevre@wvca.us or epcd@wvca.us
 Fax: 304-263-4986
 Drop off at office in door slot.

FY25 Agricultural Enhancement Program Urban and Community Agriculture



West Virginia
 Conservation Agency

Sign up Period: Monday, December 3, through Friday, January 3, 2025.

Applicant Information	Farm Information
Legal Name:	Conservation District: Eastern Panhandle
Mailing Address:	County:
Telephone:	Farm Name:
Email Address:	Telephone:
Application Date:	Email Address:
	Field # or #'s:

Best Management Practice			
BMP	Limits	Please indicate the components you are applying for:	
Urban & Community Agriculture	50% Cost Share Rate	<input type="checkbox"/> Cold Frame or Hot Beds	<input type="checkbox"/> Soil, Compost, or Mulch
	Up to \$500.00 Total	<input type="checkbox"/> Low Tunnel	<input type="checkbox"/> Landscape Fabric
		<input type="checkbox"/> Composter	<input type="checkbox"/> Stakes and / or Trellis
		<input type="checkbox"/> Raised Beds	<input type="checkbox"/> Shade Cloth

Program Eligibility

A. Definition

Provide safe, healthy, and green environments for growing fruits and vegetables in an urban setting. Cost share incentive to assist with the purchase of raised beds, landscape fabric, and more.

B. Purpose

Provide agricultural assistance to landowners interested in vegetable gardening. To encourage nontraditional participation in soil and water conservation practices. Provide soil and watershed protection by storm water management and soil erosion reduction. Encourage locally grown foods.

C. Policies for Program

1. A W-9 tax form will be required with application for District tax purposes.
2. Cost share is available to landowner and/or farm operator (lessee).
3. Applicant must provide one of the following documents: Written lease for current time period, Current Farm Service Agency Farm Data Report or WVCA Operator Form. This will describe who is the owner and/or lessee.
4. Applicant must provide map identifying tract and field.
5. Applicant is ineligible for a practice reimbursement if he/she starts project before District approval.
6. Property must be used as a farming operation to be eligible for the program: having the potential for producing at least \$1000 of farm products annually, \$500 if farm is less than 5 acres.
7. Applications will be accepted from December 3, 2024 at 8 a.m. through January 3, at 4 p.m.
8. Approvals will be final on Wednesday, January 15, 2025 and approvals are based upon availability of funds and based on the ranking form.
9. All practice components must be completed by Friday, June 6, 2025 by 4 p.m. and verified by receipts by Monday, June 9, 2025, by 4 p.m. No extensions will be given.

E. Payment rates & limits

1. The maximum cost-share for this practice shall be 50% up to \$500.
2. The payment will be made after paid invoices are received and the AEP committee has made a site visit.
3. The payment will be made to the producer within 45 days after CD has approved the payment at the monthly board meeting.
4. No duplication of federal or state cost-share shall be allowed.

D. Practice Specifications

Please refer to the job sheets 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.

Applicants Signature: _____ **Date:** _____

OFFICE USE ONLY:	
Date Received:	
Time Received:	
Ranking Score:	
If Approved:	
District Bd Date	
Approved:	
Verification #:	

"The West Virginia Conservation Agency (WVCA) prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws."