



# Potomac Valley Conservation District

## Agricultural Enhancement Program

### Invasive Species Management Application

**Sign-Up Period: June 16<sup>th</sup> through July 18<sup>th</sup>, 2025**

Applicant Information	Farm Information
Name:	Conservation District: Potomac Valley
Address:	County:
	Farm Name:
Telephone:	Farm #:
E-Mail Address:	Tract #:
Application Date:	Field #:

Best Management Practice			
<i>Please complete the following information for the Best Management Practice(s) you would like to apply for:</i>			
BMP	Limits	Cost Share Rate	Species Applying for
Invasive Species Management	50% up to \$500.00	50% cost-share on commercial applications and chemicals. 75% cost-share on self-application: (50% on chemicals/25% of chemical bill in labor)	

### Program Eligibility

#### Definition

1. Management of invasive species on pasture and hay land using spray application.

#### Purpose

1. Provide incentive for the control of invasive species/noxious weeds on pasture and hay land.

#### Policies for Practice

1. Application signup period will be from **June 16<sup>th</sup> through July 18<sup>th</sup>, 2025.**
2. Applicant must be a District Cooperator.
3. A W-9 tax form will be required with application for District tax purposes.
4. Cost Share is available to owner or lessee.
5. Applicant must provide map identifying the tract and field along with proposed acreage.
6. NRCS standards and specs must be followed.
7. Approvals will be final on the **second Tuesday of August.**
8. Application approvals will be made based upon availability of funding and based on the ranking form.
9. Approved practice(s) must be completed, and invoices submitted to the District Office by **May 29, 2026 by 4:00PM.**
10. All producers are to submit individual invoices for labor if self-applying chemical.
11. Program guidelines require publication of approved applications.
12. Producers are only eligible for 2 AgEP practices per fiscal year.
13. **Landowner/Operator agreement MUST be signed and returned within 45 days or funding will be forfeited.**
14. **Applicant must complete ALL AgEP practices that they are approved for, or they will be ineligible to apply for the AgEP program for 1 year.**

## Payment Rates & Limits

1. **The maximum cost-share for this practice shall be \$500.00.**
2. Cost Share rates for commercially applied chemical shall be 50%. (*Applicator must have commercial applicators license*)
3. Cost Share rate for producers that self-apply shall be 75%. (*50% on chemicals and 25% of chemical bill in labor*).
4. The payment will be made within 45 days after paid invoices are received, cooperator completes a W-9 form and the AgEP committee has made a site visit.
5. No duplication of federal or state cost-share shall be allowed.

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

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

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Farm Name (If Applicable)

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Applicant Signature

Date

Please Mail or Drop Applications off to:  
Potomac Valley Conservation District  
500 East Main Street, Suite F  
Romney, WV 26757  
Office: (304) 822-5174

WVCA Moorefield Field Office  
60C Industrial Park Road  
Moorefield, WV 26836  
Office: (304) 538-7581

