



West Virginia  
Conservation Agency

FY27 Agricultural Enhancement Program  
**Urban & Community Agriculture Application**

Application Period: May 2026- April 2027

Information below **MUST** match that of the W9.

<b>Name:</b>	<b>Conservation District: Guyan</b>	
<b>Mailing Address:</b>	<b>County:</b>	
	<b>Farm Name:</b>	
<b>Telephone:</b>	<b>Farm #:</b>	
<b>Email Address:</b>	<b>Tract #:</b>	
<b>Application Date:</b>	<b>Field # or #s:</b>	
<b>What is your preferred method to receive written notification?</b>	<b>Email</b>	<b>Letter</b>
<b>What is the best way to contact you?</b>	<b>Call</b>	<b>Text</b>
<b>Do you own or lease the land associated with this application?</b>	<b>Own</b>	<b>Lease</b>
<b>Are the fields associated with this application part of another financial incentive program?</b>	<b>Yes</b>	<b>No</b>
<b>Is the land associated with this application part of a farming operation?</b>	<b>Yes</b>	<b>No</b>
<b>Do you have a financial interest in a farming entity with a District supervisor?</b>	<b>Yes</b>	<b>No</b>
<b>Are you a relative of a district supervisor, WVCA employee, or district employee?</b>	<b>Yes</b>	<b>No</b>
<b>Have you attended a conservation related event or workshop within the past 12 months?</b>	<b>Yes</b>	<b>No</b>

**Best Management Practice**

BMP	Limits	Cost-Share Rate
Urban & Community Agriculture	See Below	75% of receipts Not to exceed \$800.00

**Materials Requested**

(Mark all that apply)

- Raised Bed-** \$75.00 per bed. Up to 4 raised beds
- Soil-** Not to exceed \$200.00
- Composter-** Not to exceed \$100.00. Limit 1
- Landscape Fabric-** Not to exceed \$100.00
- Low Tunnel-** \$75.00 per item. Up to 4 low tunnels
- Mulching/ Straw Mulch-** Not to exceed \$100.00
- Shade Cloth-** Not to exceed \$400.00
- Stakes & Trellises-** Not to exceed \$500.00
- Urban Deer Fence-** Not to exceed \$400.00

## Program Eligibility

### Definition:

Urban agriculture is the practice of cultivating, processing, and distributing food and other agricultural products within or around cities. It involves intense, small-scale production, including community gardens, rooftop farms, and indoor vertical farming—designed to provide local, fresh food and environmental, economic, and social benefits to producers.

### Purpose:

The purpose is to aid urban landowners that are interested in agricultural practices. Provide soil and watershed protection by storm water management and soil erosion reduction. Encourage local grown foods.

### Policies for Practice:

1. Applicant must be a district cooperator.
2. **Total maximum cost share payment of \$3,000.00 per fiscal year per cooperator.**
3. 1 application per household is permitted.
4. W-9 tax form is required with application for district tax purposes.
5. Cost Share is available to owner and/or lessee.
6. Applicants must provide a map identifying fields and acreages.
7. Applicants are ineligible for practice reimbursement if he/she starts project before district approval.
8. Cooperator may sign up for Urban and Community Agriculture practice one time per fiscal year.
9. WVCA standards and specs must be followed.
10. Pending board approval, practice time will begin **10 days** following board meeting date and extend to **60 days**.
11. Application approvals will be based on ranking form and availability of funds.
12. After approval applicant must follow job sheet provided at the time of signing contract.
13. **All invoices must be submitted prior to the 60-day deadline as identified in Approval Letter and Agreement**

### Payment rates & limits:

1. The maximum cost-share for this practice shall be **75% of receipts** not to exceed **\$800.00**.
2. The district board has the right to limit practice quantity chosen for Urban and Community Agriculture program.
3. The payment will be made after paid invoices are received, cooperator completes W9, and a verification site visit has been completed.
4. No duplication of federal and state cost share shall be allowed.

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

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

OFFICE USE ONLY	
Date Received	
Time Received	
Ranking Score	
Date Approved	
Contract Expiration Date	
Application Number	
Verification Number	