



# FY23 Agricultural Enhancement Program Urban and Community Agriculture



Applicant Information
<b>Name:</b>
<b>Mailing Address:</b>
<b>Telephone:</b>
<b>Email Address:</b>
<b>Application Date:</b>
<b>What is your preferred method to receive written notification?</b> Email/Letter
<b>Do you own or lease the land associated with this application?</b> Own/Lease
<b>Do you have a financial interest in a farming entity with a WVCA employee working within Monongahela Conservation District?</b> Yes/No
<b>Are you a spouse or dependent family member of a WVCA employee?</b> Yes/No
<b>Do you have a financial interest in a farming entity with a Monongahela Conservation District Supervisor?</b> Yes/No
<b>Are you a spouse or dependent family member of a Monongahela Conservation District Supervisor?</b> Yes/No

Farm Information
<b>MONONGAHELA CONSERVATION DISTRICT</b>
<b>County Where Farm is Located:</b>
<b>Farm Name (Optional):</b>
<b>Farm #:</b>
<b>Tract #:</b>
<b>Field # or #'s:</b>
<b>Is the land associated with this application part of a farming operation?</b> Yes/No
<b>If yes, does the operation have the potential for producing \$1,000 in value from its products per year?</b> Yes/No
<b>What was the name and/or topic of the last conservation related educational event you attended?</b> Name/topic of event:
<b>Was the event attended prior to July 1, 2021?</b> Yes/No
<b>Is the project associated with this application part of another cost-share program?</b> Yes/No

Best Management Practice			
BMP	Limits	Cost-Share Rate	Select One
<b>Urban and Community Agriculture</b>	Cost-Sharable materials and kits are limited to those found within the <i>Urban Ag. Guide</i> (see "Practice Specifications" section)	50% ( <i>purchased kits and materials</i> ) up to \$500.00.  75% ( <i>construction costs</i> ) up to \$1,500 – for Greenhouses ONLY	<input type="checkbox"/> Small Greenhouse <input type="checkbox"/> Other <hr/> (please specify)

## Program Eligibility

### Definition and Purpose:

The use of small-scale gardening practices that contribute to the sustainability of natural resources and/or create areas to grow crops where cultivating crops is not possible.

### Policies for Program:

- Applicant must be a District Cooperator. (*a form is available upon request*)
- Cost share is available to landowner and/or farm operator (*lessee*).
- Applicant is ineligible for a practice reimbursement if he/she starts project before District approval.
- No duplication of federal or state cost-share shall be allowed.
- 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.

- Cooperators are limited to 2 approved applications and \$7,000.00 of assistance per fiscal year (July 2022-June 2023).
- Application approvals will be made based upon availability of funds and a ranking process.
- Practices must be installed according to State Conservation Committee standards and specifications.
- Practices must be maintained for the lifespan of the practice following installation.

**Urban Ag Approved Practices:**

- Bluebird Boxes
- Cold Frames and Hot Beds
- Composters
- Cover Crops for High Tunnels
- Irrigation
- Landscape Fabric
- Low Tunnel
- Mulching
- Polywire Fencing
- Rain Barrel and Rain Barrel Kit
- Raised Bed Garden
- Shade Cloth
- Soil
- Stakes and Trellises
- Straw Mulch
- Urban Deer Fence
- Small Greenhouse

**Small Greenhouse Specifications:**

All purchased kits must be pre-approved and meet the below criteria:

- Tolerates 80mph wind speeds.
- Tolerates 32psf snow load minimum.
- Site located away from continuously shaded areas or other obstructions.
- Located away from poorly drained and frequently flooded sites.
- Must have a compatible foundation.
- When concrete is used a drain must be installed.
- Foundations must be level and squared.
- Proper anchoring to foundation.
- Polycarbonate glazing material used.
- Frame constructed from metal (galvanized steel or aluminum)
- Equipped with an automatic ventilation system.

**Reimbursement Process:**

- The payment will be approved as: 1. Receipts are received; 2. Site visit is completed; 3. Verification form is signed; 4. District approves the payment.
- Purchase and installation of the practice and submission of all receipts are due to the Monongahela Conservation District Office by **May 26, 2023** otherwise payments may be delayed or even denied.

**Application deadline is January 27, 2023 and must include the following:**

- Cooperator Agreement (if applicable)
- Signed Practice Application Form
- IRS W-9 Form
- Property map with areas identified where the practice is proposed.
- Lease agreement, Producer Application Form, or USDA-FSA Annual Farm Report (if applicable).
- Application deadline may be extended upon Monongahela Conservation District approval.

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

**Applicants Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Monongahela Conservation District  
 201 Scott Avenue  
 Morgantown, WV 26508  
 PH (304) 296-00812

OFFICE USE ONLY:	
Date Received:	
Time Received:	