

# EDGEWOOD SOIL & WATER CONSERVATION DISTRICT

## 2023-2024 Cost Share Guidelines

**Eligible Applicants:** Any person addressing a natural resource problem who owns land within the Edgewood Soil & Water Conservation District boundaries is eligible to apply for a cost-share conservation project. Properties within city limits are not eligible.

**Applications:** Applications will be accepted from **April 17, 2023 – May 26, 2023**. Each application will be reviewed and ranked based on conservation merit and benefit to natural resources, and estimated project costs. **All applications received will be ranked by June 9<sup>th</sup>. Funding will be made to those who meet ranking criteria, until all funds are allocated. Notification letters will be mailed to all applicants within 10 days of completed ranking.**

**Applications within city limits are not eligible.**

**\*\*All applicants must provide a copy of their current COUNTY TAX BILL and submit with their application. (Do not submit the County Valuation Notice).**

**County Tax Bill copies can be obtained through your county assessor's office.**

### **Categories for applications:**

**Urban:** 1 lot – 639 acres

**Farm / Ranch:** Determined by the Farm Service Agency specifications (Schedule F)

**Community:** Senior Citizens Center, Parks, Schools, Churches etc.

### **Reimbursement Payments:**

- Payment will be made on 85% of the actual cost of the project.
- The maximum reimbursement payment for all projects is \$6000.
- The reimbursement check will be issued to the name(s) as listed on their application.
- The Participant is responsible for the up-front project costs.
- Only practices applied for, planned, and completed within the contract time frame (July 1, 2023 – June 21, 2024) are reimbursable.
- All original receipts must be submitted for reimbursement.
- Reimbursement will not be made for the purchase of tools or equipment.

**Eligible Practices Include:** Brush Management, Critical Area Planting, Cross Fencing, Diversion, Forest Stand Improvement, Irrigation Water Management, Irrigation Pipeline, Livestock Pipeline and Watering Facility, Rainwater Harvesting, Watering Facility, Windbreak with Drip Irrigation Systems. (Other practices may be eligible).

**RAINWATER HARVESTING PROJECTS ON NEW CONSTRUCTION OR WHERE MANDATED BY THE COUNTY WILL NOT BE APPROVED.**

### **Program Procedures:**

1. Landowner must complete the attached cost share application identifying their natural resource concerns, specific practices needed, and detailed conservation impacts. A copy of the applicant's county tax bill must be submitted with their application. Incomplete applications will not be processed.
2. Applications and program paperwork must have all the signatures of applicants as listed when submitted.
3. All practices must meet Edgewood SWCD and/or NRCS specifications.

4. Every Applicant will be notified in writing of the status of their application by June 16<sup>th</sup>.
5. Any costs incurred, work started, or contracts signed prior to July 1<sup>st</sup> are not eligible for reimbursement.
6. Each approved cost-share Participant will be provided project specifications, a project plan and estimated cost from the District technician during their initial on-site planning.
7. On-site scheduling by District staff will begin after **July 1, 2023**.
8. Project work can begin after the District and the Participant sign the Project Agreement.
9. Edgewood SWCD is not responsible for arrangements/quotes/contracts between Participants and contractors.
10. Projects must be completed within the fiscal year (July 1st - June 30<sup>th</sup>). **Final on-site checkout deadline is Friday, June 21, 2024.**
11. No project extensions are allowed. Projects must be completed within the district's fiscal year.
12. A Participant may cancel their project and Project Agreement at any time. The Participant must notify Edgewood SWCD to ensure cancellation is recorded and filed.
13. If a Participant cancels or does not complete their project within the District's fiscal year, the Participant may reapply for cost-share assistance after 5 years. Incomplete or cancelled projects have ranking score implications during reapplication.
14. A former cost-share Participant may apply for additional cost-share projects after 3 years from their previous project completion date. Ranking scores are lessened for previous Participants.
15. When the practice is **100% complete**, contact Edgewood SWCD to schedule an on-site inspection of the practice for approval and review the Participant's receipts. District staff will then file the proper forms to reimburse the Participant. Incomplete or unsatisfactory projects are not reimbursable.
16. Participants must provide the original expense receipts and attach to their completed Reimbursement Form at time of project checkout.
17. Only one payment will be made with the name(s) of the Participant as listed on the application. The payment will be mailed to the Participant(s) within 30 days after inspection.
18. Spot checks of the practice will be performed to ensure compliance.



Mailing address: PO Box 3450  
Physical address: 2506 Route 66  
Moriarty, New Mexico 87035  
Phone: (505) 832-1111