



Jeremiah W. (Jay) Nixon, Governor • Sara Parker Pauley, Director

## DEPARTMENT OF NATURAL RESOURCES

[www.dnr.mo.gov](http://www.dnr.mo.gov)

### MEMORANDUM

2014-014

DATE: March 7, 2014

TO: All Soil and Water Conservation Districts

FROM: <sup>Kim</sup> Ken Struempf, Section Chief  
Soil and Water Conservation Program

SUBJECT: Landowner Authorization for State Cost-Share Form and Related Policies

The Soil and Water Conservation Program has revised the Landowner Authorization form and related policies. Major changes to the form include:

- The form has been renamed Landowner Authorization for State Cost-Share in order to clarify the intended use.
- The form will now require the landowner to define a property description. The description does not need to be a legal description of the property. Examples could be as simple as “the farm South of Hwy C”, or “Township, Section, Range”, or “the farm address”.
- The section of the form pertaining to the type of operation has been removed.
- The Member Information section is now called Primary Owner(s), and the Ownership Percent (%) column has been removed.
- A new section has been added called Other Individuals with Signature Authority for State Cost-Share, where landowner(s) can list individuals who are not listed on the deed to the property, but have signature authority on the deed holder’s behalf for state cost-share.
- The statement regarding Legal Landowner Signature has been revised and clarifies that the Landowner Authorization for State Cost-Share will remain in effect unless the district board receives written notification to cancel the authorization.

The new form must be submitted for Fiscal Year (FY) 2015 contracts board approved on or after July 1, 2014. The Program will continue to accept the previous version of the Landowner Authorization form for contracts board approved prior to July 1, 2014.

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Cost-share policy regarding Landowner Authorization for State Cost-Share and Operator Authorization forms has been clarified in the FY2015 Cost-Share Handbook updates. A Landowner Authorization for State Cost-Share form must be completed, except in the following instance. **If the operator for N590 and N595 practices is not the legal landowner, an Operator Authorization form must be completed in place of the Landowner Authorization for State Cost-Share form.**

If you have any questions, please contact your district coordinator. Thank you.

KS:ab

Attachments



MISSOURI DEPARTMENT OF NATURAL RESOURCES  
SOIL AND WATER CONSERVATION PROGRAM  
**LANDOWNER AUTHORIZATION FOR STATE COST-SHARE**

LEGAL LANDOWNER NAME AS LISTED ON PROPERTY DEED	TELEPHONE NUMBER WITH AREA CODE
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LEGAL LANDOWNER MAILING ADDRESS

**PROPERTY DESCRIPTION**

**PRIMARY OWNER(S)**

Name	Does the individual have signature authority on behalf of the legal entity for state cost share?	
	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**OTHER INDIVIDUALS WITH SIGNATURE AUTHORITY FOR STATE COST-SHARE**

**LEGAL LANDOWNER SIGNATURE**

I certify as a primary owner or legal representative (POA for primary owner, trustee of trust) of the above mentioned entity that all information contained on this form is true and correct. This Landowner Authorization for State Cost-Share will remain in effect unless the Soil and Water Conservation Board of Supervisors is notified in writing to cancel authorization.

SIGNATURE	DATE
PRINTED NAME	DATE

Mail completed copy to your local Soil and Water Conservation District office.  
A map with links to addresses for Soil and Water Conservation District offices is located on the Web at [www.swcd.mo.gov](http://www.swcd.mo.gov).

