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DEPARTMENT OF NATURAL RESOURCES


dnr.mo.gov

MEMORANDUM

2017-006

DATE: September 6, 2016

TO: All Soil and Water Conservation Districts

FROM:  Colleen Meredith, Director
Soil and Water Conservation Program

SUBJECT: Cost-Share Handbook Updates

The Soil and Water Conservation Program has updated the Cost-Share Handbook. An electronic version of the updated handbook is available on the district intranet homepage at: <http://swcd.mo.gov/internal/manuals.htm>

The updates to the Cost-Share Handbook are summarized below:

Formatting and grammar edits were completed throughout the handbook and Soil and Water Districts Commission policies have been updated in the chapters listed below.

II. SWCD/NRCS Responsibilities

- Included policy that costs incurred by the district for maintenance agreements are eligible for reimbursement through the Administrative Grant or paid by the landowner.
- Included policy that districts should not retain ACH/EFT forms due to the confidential information on the forms.
- Removed policy regarding Technician II certification.

III. Cooperator Responsibilities

- Included policy that districts should not retain ACH/EFT forms due to the confidential information on the forms.

IV. Cost-Share Forms

- Removed the minimum cost-share amount as it no longer applies.
- Clarified policy regarding digital and electronic signatures.

V. Eligible Practices

- Added policy regarding reseeding to state that the component “Reseeding” should be utilized when reseeding critical areas.
- Map requirements for practices have been clarified.
- The definition for extent installed for practices has been clarified.
- Clarification to the DSL-01 Permanent Vegetative Cover Establishment practice that if an area has been cleared, the landowner must establish permanent vegetative cover at their own expense.
- Clarification to the DSL-11 Permanent Vegetative Cover-Critical Area practice that cost-share is not authorized for conversion from woodland or forest to pasture. Cost-share cannot be provided for dozing or cutting of trees. If an area has been cleared, the landowner must establish permanent vegetative cover at their own expense.
- Additional information for the N340 Cover Crop practice policy regarding the Agron 340 Cover Crop Certification Worksheet must be attached as supporting documentation prior to submission for contract payment review, and to clarify that cooperators must pay for the soil samples prior to receiving their cost-share payment.
- Clarification was added to the N380 Windbreak/Shelterbelt Establishment practice that the one-time incentive is paid per linear foot of the established buffer length, not feet of each shrub or tree row.
- Policy for N312 Waste Management systems and the N316 Incinerator practice was clarified to state that a Comprehensive Nutrient Management Plan (CNMP) must be completed and signed by the producer prior to developing a contract for all practices.
- The N312 Beef Waste Management practice has been renamed the N312 Beef and Small Ruminant Waste Management practice.
- Clarification for the N595 Pest Management practice that signed copies of the Pest Management Checksheet contained in the Appendix of the Cost-Share Handbook must be scanned and attached to the contract payment.
- The definition of acres served for the WQ10 Stream Protection practice has been changed to account for the total acreage excluded from livestock access. The acres served may be more than the maximum area on which the incentive is paid.

If you have any questions on the information contained in this memorandum, please contact your district coordinator. Thank you.

CM:abd