**SAGINAW BAY WATERSHED**

**CONSERVATION PARTNERSHIP**

2016 – 2020

**Application Packet**

**Applicant Information:**

|  |  |
| --- | --- |
| **Name:** Click here to enter text. | **Application Number:**(To be assigned by NRCS) |
| **Address:** Click here to enter text. **Email:** Click here to enter text. | **NRCS Staff:**(For NRCS use only) |
| **Application Date:** Click here to enter a date. |
| **County and State:** Choose an item. |
| **Telephone:** Click here to enter text. | **Township and Section:** Click here to enter text. |
|  **Crop Advisor Name/Company:** Click here to enter text. | **Watershed:** Choose an item. |
| **Crop Advisor Phone/Email:** Click here to enter text. |

   

SAGINAW BAY WATERSHED

CONSERVATION PARTNERSHIP

The Saginaw Bay Watershed Conservation Partnership is a multi-year collaboration of public, private and non-profit partners working together to address excess nutrients and sediment in waterways throughout Saginaw Bay watershed. As part of the Conservation Partnership, new funding programs have been made available to help implement new conservation practices.

**The Saginaw Bay RCPP** is a new program focusing on delivering conservation to farmers primarily via crop advisors. For more information, visit <http://nature.ly/saginawRCPP>.

**The Saginaw Bay Watershed Pay for Performance program** (PfP) offers a non-traditional payment structure; participants receive annual payments based on the predicted environmental benefits (reduced sediment runoff or increased groundwater recharge) of the practices being implemented. For more information, visit [www.nature.org/saginawbaypfp](http://www.nature.org/saginawbaypfp).

This application packet is designed to be a guide for first identifying fields that need conservation and then understanding the various funding options (described above). For projects being submitting for RCPP consideration, complete and submit this entire application packet directly to NRCS. For projects being submitted to the PfP option, use the contact list found within. To download this application packet in electronic format, go to <http://nature.ly/saginawRCPP>.

 **Directions:**

**Before visiting the farm, complete steps 1 and 2.**

**STEP 1:** **CHECK FOR ELIGIBILITY**

Identify fields of interest and use the Eligible Watersheds Map (page 3) to determine eligibility and program availability. For county-specific maps, see <http://nature.ly/saginawRCPP>.

**STEP 2:** **PRE-SCREEN EACH FIELD**

For fields located within an eligible watershed (Step 1), follow the instructions on pages 4-5 to conduct pre-screening. Proceed to Steps 3-7 for fields that scored HIGH and MEDIUM during the pre-screening process.

![C:\Users\Owner\AppData\Local\Microsoft\Windows\INetCache\IE\W0KKFHM5\glossy-152862_640[1].png]() LOW scoring fields may still qualify for the PfP program. PfP incentives are variable and dependent on sediment and groundwater benefits and types of conservation practices being implemented. For information on potential PfP incentives please contact The Nature Conservancy at SaginawBayRCPP@tnc.org.

**STEP 3:** **IDENTIFY RESOURCE CONCERNS and CONSERVATION PRACTICES**

1. Complete the Resource Concern Information Collection Form (page 6) for the fields included in this application.
2. Review eligible practices on page 7-8 with the landowner and recommend practices that address any documented resource concerns on the farm.Please indicate the recommended practices on page 8.

**STEP 4:** **EVALUATE CONSERVATION**

1. Follow the instructions on pages 9-10 to run conservation scenarios, score projects and generate required reports.

B. **Is there a Conservation Plan?**

For the RCPP funding, an applicant must have a Conservation Plan established with NRCS. If the landowner does not have a Conservation Plan, NRCS will provide one once a complete application packet is submitted. Conservation Planning is a free service offered by NRCS. If the landowner is NOT interested in obtaining a Conservation Plan, funding via the PfP may be available.

![C:\Users\Owner\AppData\Local\Microsoft\Windows\INetCache\IE\W0KKFHM5\glossy-152862_640[1].png]()Federal payments available via RCPP are determined by the current USDA-NRCS fiscal year EQIP payment schedule which can be found at <http://nature.ly/saginawRCPP>. If submitting this project for participation in the PfP program, please contact The Nature Conservancy at SaginawBayRCPP@tnc.org for information on eligible practices and PfP payment rates.

 **STEP 5:** **USDA ELIGIBILITY FORMS (RCPP ONLY)**

To apply for RCPP, an applicant must first establish or update their farm records at the Farm Services Agency (FSA). To do so, an applicant must submit the following forms to their local FSA office:

✓CCC-933 – Average Adjusted Gross Income

✓AD 1026 – HEL and Wetland Conservation Certification

✓Proof of ownership or control of the land to be enrolled in the program

(Note: local FSA offices are co-located with local NRCS offices—see “Who to Call” form on page 16.)

Also, if the applicant is an entity, i.e. uses an employer identification number rather than a social security number, and does not already have a federal DUNS number, and/or is not registered with the registered in the System for Award Management (SAMS), they will need to do so by following the instructions found on page 13 (question 4).

**STEP 6:** **NRCS APPLICATION (RCPP ONLY)**

Read and complete the required information sections of form *NRCS-CPA-1200* (pages 12-15). The application will not be accepted if farm records have not been established with the USDA-Farm Service Agency, or without signature on the fourth and final page of form *NRCS-CPA-1200* (page 15).

 **STEP 7:** **SUBMISSION (RCPP ONLY)**

Submit the entire completed application and GLWMS detailed report to appropriate county USDA-NRCS office (locate county office on page 16).

![C:\Users\Owner\AppData\Local\Microsoft\Windows\INetCache\IE\W0KKFHM5\glossy-152862_640[1].png]()If applicant is unsuccessful in being awarded a contract for conservation funding through RCPP, or enrollment is declined by either party, the project applicant is encouraged to contact The Nature Conservancy at SaginawBayRCPP@tnc.org for information on potential PfP alternatives.

**STEP 1: CHECK FOR ELIGIBILITY**


Saginaw Bay Watershed Conservation Partnership
Eligible Watersheds Map

**Saginaw River Watershed: PfP only**

**KawKawlin River Watershed: RCPP**

**Pine/Chippewa River Watersheds: RCPP/PfP**

**Cass River Watershed: RCPP/PfP**

**Shiawassee River Watershed: RCPP/PfP**

**Pigeon/Pinnebog River Watersheds: RCPP**

**Sebewaing River Watershed: RCPP**

**For county-specific eligibility maps, please see** [**http://nature.ly/saginawRCPP**](http://nature.ly/saginawRCPP)

**STEP 2: PRE-SCREEN EACH FIELD**

An applicant’s fields must be screened for RCPP eligibility using the Great Lakes Watershed Management System (GLWMS). To access the GLWMS tool, please visit [www.iwr.msu.edu/glwms](http://www.iwr.msu.edu/glwms). **Pre-screening an individual field in GLWMS should take less than three minutes.** If there are many fields (more than 10) please contact Ben Wickerham with The Nature Conservancy (benjamin.wickerham@tnc.org). Ben will assist you in pre-screening large numbers of fields.

Only fields determined to be **HIGH** or **MEDIUM** priority will be considered for RCPP funding at this time. HIGH and MEDIUM priority fields are being targeted for RCPP enrollment because:

a.) they are located within an eligible watershed,

b.) they are located in an area where water quality is poor, and/or

c.) they contain areas at risk for sediment runoff.

![C:\Users\Owner\AppData\Local\Microsoft\Windows\INetCache\IE\W0KKFHM5\glossy-152862_640[1].png]() LOW scoring fields may still qualify for the PfP program. PfP incentives are variable and dependent on sediment and groundwater benefits and types of conservation practices being implemented. For information on potential PfP incentives please contact The Nature Conservancy at SaginawBayRCPP@tnc.org

Use the instructions on the following page for guidance on creating a user account and pre-screening fields for RCPP eligibility before proceeding with this application.

Proceed with this application for only those fields determined to be HIGH or MEDIUM priority.

**GLWMS\* PRE-SCREENING Instructions**

\*Even though GLWMS can be accessed through any web browser, it is most compatible with the *Mozilla FireFox* browser. For optimal use of GLWMS it is recommended that users download *FireFox* at: <https://www.mozilla.org/en-US/firefox/new/>

**1: Create a GLWMS account**

*Login/Logout > Create New Login > Enter information using naming convention below > Submit*

Username Naming Convention: First initial, last name, abbreviated code for your organization (below). Password must be at least six characters long and include at least one letter and one number.

* Helena Chemical Company (HCC)
* Michigan Sugar (MS)
* County level NRCS (NRCS)
* Star of the West (SOW)
* Syngenta (SYN)
* Wilbur Ellis (WE)
* The Andersons (AND)
* Brown Milling (BM)
* Cooperative Elevator Company (CEC)
* Conservation District (CD)
* Crop Production Services (CPS)
* Dow AgroSciences (DOW)

*Example:* John Doe from Crop Production Services’ ID would be **“JDoeCPS ”**



**2: Locate a field of interest**

*Turn on the “Eligible Watershed Layer” in the map legend and zoom in on a field of interest*

*OR*

*Navigation > Enter address or coordinates > Find Location*



**3: Digitize your site for analysis**

To run any calculation, you first must digitize a site. Digitizing refers to “drawing” a site on the map.

*Go to the Field-scale Analysis window > Click on Analysis tab > Select the Field-scale Analysis button > Click on the Activate button at top of the Field-scale Analysis window > Outline the perimeter of the field by left-clicking around area > To complete the shape, double click. The completed polygon will be shaded in green.*



**4: Complete the pre-screening analysis**

*Go to Baseline NPS tab (still in Analysis window) > Name project using suggested naming convention below > Select the “Saginaw RCPP Screening?” check box > Calculate > Review results to determine if HIGH, MEDIUM or LOW priority > Save scenario using naming convention below.*

Project Naming Convention: “Producer’s last name and first initial\_County.” If privacy concerns, use a code or other format but be consistent.

*Example:* Joe Smith from Huron County would be 🡪 **“SmithJ\_Huron”**

Save Scenario Naming Convention: “Field location description Prescreen”. Use personal preference for location ID (e.g., cross streets).

 **For MEDIUM and HIGH priority fields, move to STEP 3.**

**STEP 3: IDENTIFY RESOURCE CONCERNS and CONSERVATION PRACTICES**

**3-A.) Complete the *Resource Concerns Form* (below) for each field included in this application**

 **Resource Concerns**

|  |  |
| --- | --- |
| **Date Form Completed:** | Click here to enter a date. |
| **Do these resource concerns apply to all the fields in this application?** | [ ]  Yes  |  [ ]  No. *Please make copies of this form and fill out multiple forms for unique fields.*  |
| **Natural Resource Concern** | **Field Inventory/ Evidence** |  **Field ID:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Please attach map or GLWMS  report to identify fields. |
| **Water** |  |
| Quality (check all that apply) | [ ]  Wet, poorly drained areas in field |
| [ ]  Stressed plants from too much water or drowned out |
| [ ]  Crop residue removed |
| [ ]  No irrigation scheduling |
| [ ]  Sediment deposits at field edge |
| [ ]  Nutrient application overlaps visible |
| [ ]  No manure application setbacks from surface water |
| [ ]  Manure not incorporated |
| [ ]  Evidence of fertilizer, chemical, manure, petroleum, oil or other spills |
| **Soil** |  |
| Sheet and Rill Erosion(check all that apply) | [ ]  Concentrated flow paths |
| [ ]  Silt build up on plant base/stem |
| [ ]  Cutting on banks |
| [ ]  Broken tile/ blow outs |
| [ ]  No buffer between field and surface water |
| [ ]  Compacted soil |
| Wind Erosion(check all that apply) | [ ]  Blowing soil evidence |
| [ ]  Wind damaged plants |
| [ ]  Dust on snow |
| Organic Matter Depletion(check all that apply) | [ ]  Tile drained muck soils |
| [ ]  Poor residue management |
| [ ]  Clean till |
| [ ]  No cover crop in rotation |

**Basic Information Collection Form**

**3-B.) Identify conservation practice(s) to evaluate**

Review the list of eligible practices (in *Table 1* (below) and in *Table 2* on page 8) and make note of any potential practices that would help address the documented resource concerns from Step 3-A. These conservation practices will be used in evaluating conservation scenarios in Step 4.

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**PLEASE NOTE: If cover crops are one of the conservation practices selected, please provide NRCS with three years of predicted cover crops species to be planted on each field.**

***Table 1:*** Conservation Practices for Common Natural Resource Concerns.

|  |  |
| --- | --- |
| **Natural Resource Concern & Component** | **RCPP‐EQIP Conservation Practices/Codes Providing Positive Impacts** |
| **Surface Water Quality Degradation** |
| Nutrients | Conservation Cover (327) |
| Cover Crop (340) |
| Drainage Water Mgmt. (554)/Structure for Water Control (587) |
| Filter Strip (393) |
| Nutrient Management (590) |
| Residue and Tillage Mgmt.--No-Till (329) or Reduced Till (345) |
| Riparian Herbaceous Cover (390) |
| Sediment | Conservation Cover (327) |
| Cover Crop (340) |
| Filter Strip (393) |
| Residue and Tillage Mgmt.--No-Till (329) or Reduced Till (345) |
| Riparian Herbaceous Cover (390) |
| **Soil Erosion** |
| Sheet and Rill | Conservation Cover (327) |
| Cover Crop (340) |
| Residue and Tillage Mgmt.--No-Till (329) or Reduced Till (345) |
| Riparian Herbaceous Cover (390) |
| Wind | Conservation Cover (327) |
| Cover Crop (340) |
| Drainage Water Mgmt.(554)/Structure for Water Control (587) |
| Residue and Tillage Mgmt.--No-Till (329) or Reduced Till (345) |
| **Soil Quality Degradation** |
| Organic Matter Depletion | Conservation Cover (327) |
| Cover Crop (340) |
| Drainage Water Mgmt.(554)/Structure for Water Control (587) |
| Filter Strip (393) |
| Nutrient Management (590) |
| Residue and Tillage Mgmt.--No-Till (329) or Reduced Till (345) |
| Riparian Herbaceous Cover (390) |
| Compaction | Conservation Cover (327) |
| Cover Crop (340) |
| Filter Strip (393) |
| Residue and Tillage Mgmt.--No-Till (329) or Reduced Till (345) |
| Riparian Herbaceous Cover (390) |

**3-B.) Identify conservation practice(s) to evaluate (continued…)**

Please make your conservation practice selections, below. These conservation practices will be used in evaluating conservation scenarios in Step 4.

***Table 2:*** Conservation Practice Descriptions

|  |  |  |
| --- | --- | --- |
| **Conservation Practices/ NRCS Practice Codes** | **Description** | ✓ |
| Nutrient Management Plan (NMP) (104)Nutrient Management (590) | After taking a soil test, setting realistic yield goals, and taking credit for contributions from previous years' crops and manure applications, crop nutrient needs are determined and included in a NMP. NMPs are pre- pared in collaboration with the grower and, if included in a Conservation Program Contract, must be written by a Technical Service Provider.Nutrients are applied according to a NMP. Recordkeeping is required. Sound nutrient management reduces input costs and protects water quality by preventing over-application of nutrients. |[ ]
|  |  | [ ]  |
| Drainage Water Management Plan (DWMP) (130)Drainage Water Management (DWM)(554)*Supporting Practices:*Structure for Water Control (587) Underground Outlet (620)Critical Area Planting (342) Mulching (484) | A DWMP provides the grower a framework for the implementation of DWM. If the plan is included in a Conservation Program Contract, it must be written by a Technical Service Provider.DWM is the control of soil water table elevations and the timing of water discharges from agricultural drainage systems using water control structures. DWM improves water quality by reducing nutrient loading from drainage systems into waters downstream; improves plant productivity, health and vigor; reduces the rate of oxidation of organic soils; reduces wind erosion; and provides seasonal wildlife habitat. |[ ]
|  |  | [ ]  |
| Conservation Cover (327) | Permanent vegetative cover is established and maintained to reduce soil erosion and sedimentation, improve water and soil quality, and enhance wildlife habitat. |[ ]
| Residue and Tillage Management – No-Till (329)  andResidue and Tillage Management – Reduced Till (345) | Leaving last year's crop residue on the surface before and during planting provides cover for the soil at critical times of the year. The residue is left on the surface by reducing tillage operations and turning less soil. The residue prevents soil erosion and protects water quality; improves soil tilth; and adds organic matter to the soil. Fewer trips and less tillage reduces soil compaction, and saves time, energy and labor. |[ ]
|  |  | [ ]  |
| Cover Crop (340) | Grasses, legumes, forbs, or other herbaceous plants are established to reduce erosion caused by water or wind; help increase soil organic matter; capture and recycle excess nutrients; ﬁx nitrogen for the next year’s crop; attract beneﬁcial insects and provide over-wintering sites for the next year; suppress weed populations; and increase available soil moisture by providing insulating mulch. | [ ]  |
| Riparian Herbaceous Cover (390) | Areas of grasses and forbs established adjacent to a stream or lake to pro- vide wildlife habitat, and improve and protect water quality by removing nutrients and sediment from surface runoﬀ. |[ ]
| Filter Strip (393) | Areas of grass and/or forbs that remove nutrients and sediment from overland ﬂow before it reaches environmentally sensitive areas. These areas also provide wildlife habitat. |[ ]

**STEP 4: EVALUATE CONSERVATION**

**4-A.) Evaluating conservation practices**

Reminder: please use only HIGH and MEDIUM priority fields for the remainder of this application. If you would like to pursue conservation options for low priority fields that do not qualify for RCPP, please contact The Nature Conservancy at SaginawBayRCPP@tnc.org for PfP options.

To evaluate conservation on RCPP eligible fields using the practices selected in Step 3B (page 8), **start here.**

All HIGH and MEDIUM priority fields need to be scored in GLWMS by prescribing an eligible conservation practice (or suite of practices) in the GLWMS.

If interested in:

* Nutrient management plans (NMP) (104)
* Nutrient management (590)
* Drainage water management plans (DWMP) (130)
* Drainage water management (554) & support practices:
	+ Structure for water control (587)
	+ Underground outlet (620)
	+ Mulching (484)

If interested in:

* Conservation Cover (327)
* Residue and Tillage Management – No-Till (329)
* Residue and Tillage Management – Reduced Till (345)
* Cover Crops (340)
* Riparian Herbaceous Cover (390)
* Filter Strip (393)

Run GLWMS conservation scenarios. See the instructions on the page 10 for guidance on scoring and saving conservation scenarios.

**Running this tool on an individual field should take less than three minutes.** If there are many fields (more than 10) please contact Ben Wickerham with The Nature Conservancy (benjamin.wickerham@tnc.org). Ben will assist you in handling large number of fields.

These practices cannot be scored using the GLWMS. Instead, please use the manual scoring method, below, by completing boxes A, B & C.

1. For a plan, NMP or DWMP activities ONLY, please assign: **110 points.**
2. What is the current water quality within the area where the field(s) is located? (Use the “Fish Habitat” map layer in GLWMS to determine).

|  |  |
| --- | --- |
| **Circle a fish health category, below:** | **Points** |
|  | Not Impacted | **25** |
|  | Slightly Impacted | **45** |
|  | Moderately Impacted | **70** |
|  | Very Impacted | **100** |
|  | Severely Impacted | **140** |

When all fields have had conservation scenarios applied and have received scores, save the results into a detailed report (generated in GLWMS) and include it with this application.

*Note:* if cover crops are selected, please provide NRCS with three years of predicted cover crops species to be planted on each field.

**Enter project score from GLWMS HERE:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Or**

Click here to enter text.

1. What is the total score of this project? *Please add scores from A & B to get total:*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **(A)**  **110** | **+** | **(B)**  | **=** | **(C)**  |

 Click here to enter text. Click here to enter text.

**GLWMS SCORING Instructions**

**1: Complete Scoring Process (only if field is HIGH or MEDIUM priority)**

*Field-scale Analysis > Compare 2 NPS Scenarios > Select HIT model > Specify current land condition for Scenario 1-1 > Specify recommended BMP for Scenario 1-2 > Calculate > Save Scenario using naming convention below > Generate Detailed Report > Record the Final Score > Save as PDF and print*

Use table to select GLWMS BMPs:

***Table 3:*** EQIP to GWMS BMPs

|  |  |  |
| --- | --- | --- |
| **PRACTICE CODE** | **EQIP PRACTICE** | **ASSOCIATED PRACTICE(S) IN GLWMS** |
| 327 | Conservation Cover | Grass (GRA) |
| 329 | Residue & Tillage Management, No-till | No-till (NTL) |
| 340 | Cover Crop | Choose appropriate option as the BMP: Conventional till with cover crop (CCC) No-till with cover crop (NCC) Mulch till with cover crop (MCC) |
| 345 | Residue & Tillage Management, Reduced-till | Mulch-till (MTL) |
| 390 | Riparian Herbaceous Cover | Buffer Strip (BUF)Make sure the polygon is only drawn along riparian area. |
| 393 | Filter Strip | Buffer Strip (BUF)Make sure the polygon is only drawn along riparian area. |
| 104590130554 | Nutrient management plans (NPS)Nutrient managementDrainage water management planDrainage water management | These options are not available in GLWMS. Please see manual scoring method found on page 9. |

Save Scenario Naming Convention: “Field location description + BMP code”. Use personal preference for location ID (e.g., cross streets).

IF evaluating multiple practices that do not occur on same number of acres: *Complete two “Compare 2 NPS Scenario” analyses > Save Scenarios > Generate Reports > Average Scores*

**2: Access Save Scenarios**

*Analysis > My Projects > Select Project > Select Scenario > Select “Edit Scenario” > Specify installed and associated program > Specify contract date if applicable > Save changes*

****

**Before continuing, please review the NRCS Conservation Plan requirement.**

**4-B.) Is there a Conservation Plan already in place?**

Has a Conservation Plan previously been developed for the applicant by NRCS?

[ ]  Yes [ ]  No, I need one developed

If you selected “YES” please check that your resource concerns and recommended conservation practices align to what has already been established in the NRCS Conservation Plan. If available, please also use the NRCS Conservation Plan as guidance in Steps 3 and 4.

If you selected “NO”, please submit completed application packet to the appropriate NRCS county office and NRCS will handle writing a Conservation Plan for the applicant. Establishing a Conservation Plan is required prior to NRCS awarding a contract. If no Conservation Plan is currently in place, please utilize the tables on pages 7 and 8 as guidance on selecting conservation practices.

**STEP 5: USDA ELIGIBILITY**

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**Before continuing, please make sure you have filed the following eligibility forms with the USDA-Farm Service Agency (FSA):**

* CCC-933 – Average Adjusted Gross Income
* AD 1026 – HEL and Wetland Conservation Certification
* Proof of ownership or control of the land to be enrolled in the program

FSA offices are co-located with local NRCS offices—please see “Who to Call” form on page 16 for location information.

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**STEP 6: NRCS APPLICATION**

**CONSERVATION PROGRAM APPLICATION**

|  |  |
| --- | --- |
| **Name:** Click here to enter text. | **Application Number:** |
| **Address:** Click here to enter text.**Email:** Click here to enter text. | **Application Date:**  Choose an item.  |
| **County and State:** Choose an item. |
| **Telephone:** Click here to enter text. | **Watershed:** Choose an item. |
| **Subaccount:** |
| **Location (Legal Description or Farm and Tract Number):** Click here to enter text. |

**1. This is an application to participate in the:**

|  |  |
| --- | --- |
| ❑ **Agricultural Management Assistance (AMA)** | ❑ **Environmental Quality Incentives Program (EQIP)** |
| ❑ **Conservation Stewardship Program (CSP)** | **Agriculture Conservation Easement Program****(ACEP) - Wetland Reserve Easements (WRE)** |
| **✓** **Regional Conservation Partnership Program****(RCPP)****✓** **EQIP**❑ **CSP** | ❑ **Regional Conservation Partnership Program****(RCPP)**❑ **ACEP- (WRE)**❑ **Healthy Forest Reserve Program (HFRP)** |

**2.** [ ]  **Yes** [ ]  **No Do you have farm records established with the appropriate USDA Service Center Agency?**

*If no, you must establish them with the appropriate USDA Service Center Agency prior to submitting this application.*

**3. Are you applying to participate in a conservation program as an (check one of the following):**

[ ]  **Individual**

a) Please enter your legal name and tax identification number:

**Name:** Click here to enter text. **Tax Number:** Click here to enter text.

[ ]  **Entity** (Corporation, Limited Partnership, Trust, Estate, etc.)

a) Please enter entity legal name and tax identification number:

|  |  |
| --- | --- |
| **Name:** Click here to enter text. | **Tax Number:** Click here to enter text. |
| b) [ ]  **Yes**entity?  | [ ]  **No** | Do you have appropriate documents including proof to sign for theClick here to enter text. |

[ ]  **Joint Operation** (General Partnership, Joint Venture)

a) Please enter joint operation legal name and tax identification number:

|  |  |
| --- | --- |
| **Name:** Click here to enter text. | **Tax Number:** Click here to enter text. |
| b) [ ]  **Yes** | [ ]  **No** | Do you have appropriate documents including proof to sign for the joint |

operation? Click here to enter text.

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**4. A Dun & Bradstreet Data Universal Numbering System (DUNS) number and current registrations in the Central Contractor Registration (CCR) database are required for receiving payment under an Employer Identification Number (EIN). An EIN is also known as a Federal Tax Identification Number, and is used to identify a business entity.** *Please note that the entity-applicants must obtain a DUNS number, register it under the legal business name which matches the Internal Revenue Service (IRS) records for the applicable EIN, and such legal business name must match the name identified above as the applicant requesting participation in the named program. If your entity does not have a DUNS number, information is available at* [**http://fedgov.dnb.com/webform To register with CCR, go to**](http://fedgov.dnb.com/webform) [**https://www.sam.gov/**](http://www.sam.gov/)

**DUNS Number:** Click here to enter text. **Registration Activation Date:** Click here to enter a date.

**5. Is the land being offered for enrollment used for crop (including forest-related) or livestock production?**

[ ]  **Crop Production Crop Type:** Click here to enter text.

[ ]  **Livestock Production Livestock Type:** Click here to enter text.

**6. The land offered under this application is (check all that apply):**

[ ]  **Private Land**

[ ]  **Public Land (Federal, State, or Local Government)**

[ ]  **Tribal, Alloted, Ceded or Indian Land**

**7. Certification of control of the land offered under the application:**

[ ]  **Deed or other evidence of land ownership (required for all ACEP-WRE applications)**

[ ]  **Written lease agreement**

Years of control are through Click here to enter text.

[ ]  **Other agreement or legal conveyance (describe):** Click here to enter text.

Years of control are through Click here to enter text.

**8.** [ ]  **Yes** [ ]  **No Is the land offered under this application enrolled in any other conservation program?**

**9. Do you meet the criteria for any of the following categories? (mark all that apply)**

[ ]  **Limited Resource Farmer or Rancher**

[ ]  **Beginning Farmer or Rancher**

[ ]  **Socially Disadvantaged Farmer or Rancher**

[ ]  **Veteran Farmer or Rancher**

[ ]  **Not Applicable**

*If you wish to apply in any of these categories, you must meet the self-certification requirements. Definitions are provided below. For more information please go to this website:* [*http://www.lrftool.sc.egov.usda.gov/*](http://www.lrftool.sc.egov.usda.gov/)

**Limited Resource Farmer or Rancher** – The term “Limited Resource Farmer or Rancher” means a participant:

• With direct or indirect gross farm sales not more than the current indexed value in each of the previous two years, and

• Who has a total household income at or below the national poverty level for a family of four, or less than 50 percent of county median household income in each of the previous two years.

A legal entity or joint operation can be a Limited Resource Farmer or Rancher only if all individual members independently qualify. A Self-Determination Tool is available to the public and may be

US DEPARTMENT OF AGRICULTURE NRCS-CPA-1200
NATURAL RESOURCES CONSERVATION SERVICE 10/2015

completed on-line or printed and completed hardcopy at: <http://www.lrftool.sc.egov.usda.gov/>

**Beginning Farmer or Rancher**– The term “Beginning Farmer or Rancher” means a participant who:

• Has not operated a farm or ranch, or who has operated a farm or ranch for not more than 10 consecutive years. This requirement applies to all members of a legal entity, and who

• Will materially and substantially participate in the operation of the farm or ranch.

In the case of a contract with an individual, individually or with the immediate family, material and substantial participation requires that the individual provide substantial day-to-day labor and management of the farm or ranch, consistent with the practices in the county or State where the farm is located.

In the case of a contract made with a legal entity, all members must materially and substantially participate in the operation of the farm or ranch. Material and substantial participation requires that the members provide some amount of the management, or labor and management necessary for day-to-day activities, such that if the members did not provide these inputs, operation of the farm or ranch would be seriously impaired.

**Socially Disadvantaged Farmer or Rancher**- The term “Socially Disadvantaged” means an individual or entity who is a member of a socially disadvantaged group. For an entity, at least 50 percent ownership in the farm business must be held by socially disadvantaged individuals. A socially disadvantaged group is a group whose members have been subject to racial or ethnic prejudice because of their identity as members of a group without regard to their individual qualities.

These groups consist of the following:

• American Indians or Alaskan Natives

• Asians

• Blacks or African Americans

• Native Hawaiians or other Pacific Islanders

• Hispanics.

Note: Gender alone is not a covered group for the purposes of NRCS conservation programs. The term entities reflect a broad interpretation to include partnerships, couples, legal entities, etc.

**Veteran Farmer or Rancher**- The term “Veteran Farmer or Rancher” means a farmer or rancher who:

• Served in the active military, naval, or air service, and

• Who was discharged or released from the service under conditions other than dishonorable, and

• Who has not operated a farm or ranch; or has operated a farm or ranch for not more than 10 consecutive years.

A legal entity or joint operation can be a Veteran Farmer or Rancher only if all individual members independently qualify. Participants who self-certify eligibility as a Veteran Farmer or Rancher may be requested to provide records to justify their claim. It is the responsibility of the participant to provide accurate data.

On the farm(s) identified above, the Applicant agrees to participate in the identified program if the offer is accepted by the NRCS. The undersigned person shall hereafter be referred to as the "Participant." The participant understands that starting a practice prior to contract approval causes the practice to be ineligible for program financial assistance. The participant will obtain the landowner’s signature on the contract or provide written authorization to install structural or vegetative practices. The Participant agrees not to start any financially assisted practice or activity or engage the reimbursable services of a certified Technical Service Provider before a Contract is executed by CCC. The Participant may request, in writing, a waiver of this requirement for financially assisted practices by the NRCS State Conservationist certified Technical Service Provider before a Contract is executed by CCC. The Participant may request, in writing, a waiver of this requirement for financially assisted practices by the NRCS State Conservationist.

All participants that certify eligibility as a Limited Resource Farmer or Rancher, Beginning Farmer or Veteran Farmer or Rancher will provide all records necessary to justify their claim as requested by a NRCS representative. It is the responsibility of the Participant to provide accurate data to support all items addressed in this application at the request of NRCS. False certifications are subject to criminal and civil fraud statutes.

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The Participant acknowledges that highly erodible land conservation/wetland conservation, adjusted gross income certifications, and member information for entities and joint operations are on file with the appropriate USDA Service Center Agency.

Each participant that is a non-individual is required to be registered in the CCR on SAM.gov before submitting this application and must provide a valid DUNS number on this application. Each applicable entity must continue to maintain an active registration with current information at all times during which it has a conservation program contract/agreement or an active application under consideration. NRCS may not enter into a conservation program contract/agreement with a

non-individual until the all applicable DUNS and CCR requirements have been met. If a

non-individual has not fully complied with these requirements by the time NRCS is ready to award the conservation program contract/agreement, NRCS may determine that the non-individual is not qualified to receive a conservation program contract/agreement and use that determination as a

basis for making an award to another applicant.

**10.** [ ]  **Yes** [ ]  **No I have received a copy of the applicable conservation program contract appendix (Not applicable for ACEP-WRE).**

**Applicant Signature Date**

 Click here to enter text. Click here to enter a date.

**NONDISCRIMINATION STATEMENT**

The U.S. Department of Agriculture (USDA) prohibits discrimination against its customers. If you believe you experienced discrimination when obtaining services from USDA, participating in a USDA program, or participating in a program that receives financial assistance from USDA, you may file a complaint with USDA. Information about how to file a discrimination complaint is available from the Office of the Assistant Secretary for Civil Rights. USDA prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex (including gender identity and expression), marital status, familial status, parental status, religion, sexual orientation, political beliefs, genetic information, reprisal, or because all or part of an individual’s income is derived from any public assistance program. (Not all prohibited bases apply to all programs.)

To file a complaint of discrimination, complete, sign, and mail a program discrimination complaint form, available at any

USDA office location or online at [http://www.ascr.usda.gov , or write to:](http://www.ascr.usda.gov)

USDA

Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, S.W. Washington, DC 20250-9410

Or call toll free at (866) 632-9992 (voice) to obtain additional information, the appropriate office or to request documents. Individuals who are deaf, hard of hearing, or have speech disabilities may contact USDA through the Federal Relay service at (800) 877-8339 or (800) 845-6136 (in Spanish). USDA is an equal opportunity provider, employer, and lender.

Persons with disabilities who require alternative means for communication of program information (e.g., Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD).

**PRIVACY ACT STATEMENT**

The following statements are made in accordance with the Privacy Act of 1974 (U.S.C. 522a). Furnishing this information is voluntary; however, failure to furnish correct, complete information will result in the withholding or withdrawal of such technical or financial assistance. The information may be furnished to other USDA agencies, the Internal Revenue Service, the Department of Justice, or other state or federal law enforcement agencies, or in response to orders of a court, magistrate, or administrative tribunal.

This information collection is exempted from the Paperwork Reduction Act under 16 U.S.C. 3801 note and 16 U.S.C. 3846.

**STEP 7: SUBMITTAL**

For RCPP only, submit application packet and GLWMS detailed report to the appropriate county USDA-NRCS office below.

For most questions (about conservation practices, program eligibility, conservation plan, EQIP application form and contracts) start with appropriate County DC below:

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| **County** | **NRCS Field Office Location** | **NRCS District Conservationist** | **Phone** | **Email** |
| Bay | 4044 S. 3-MileBay City, MI 48706 | Solomon Andrews | 989-686-0430 | solomon.andrews@mi.usda.gov |
| Clare | 1501 N. State St. Gladwin, MI 48624 | David Lehnert | 989-426-9621 | david.lehnert@mi.usda.gov |
| Genesee | 1525 N. Elms Rd.Flint, MI 48532 | Joe Woodruff | 810-230-8766 | joe.woodruff@mi.usda.gov |
| Gladwin | 1501 N. State St. Gladwin, MI 48624 | David Lehnert | 989-426-9621 | david.lehnert@mi.usda.gov |
| Gratiot | 301 Commerce RdIthaca, MI 48847 | Tina Tuller, Acting | 989-875-3900 | tina.tuller@mi.usda.gov |
| Huron | 1460 S. Van DykeBad Axe, MI 48413 | Michael Daskam | 989-269-9549 | michael.daskam@mi.usda.gov |
| Isabella | 5979 E. BroadwayMt. Pleasant, MI 48858 | Toni Pastotnik | 989-772-9152 | toni.pastotnik@mi.usda.gov |
| Lapeer | 700 S. Main St., Ste. 120C Lapeer, MI 48446 | Kendrick Flowers | 810-664-0895 | kendrick.flowers@mi.usda.gov |
| Livingston | 521 N. Okemos Rd. Mason, MI 48854 | Karry Trickey | 517-676-4644 | karry.trickey@mi.usda.gov |
| Mecosta | 18260 Northland Dr. Big Rapids, MI 49307 | Jennifer Taylor | 231-796-2659 | jennifer.taylor@mi.usda.gov |
| Midland | 954 Isabella Rd.Midland, MI 48640 | Boyd Byelich | 989-835-1921 | boyd.byelich@mi.usda.gov |
| Montcalm | 77 S. State Rd.Stanton, MI 48888 | Jeremy Sova | 989-831-4212 | jeremy.sova@mi.usda.gov |
| Oakland | 701 S. Main St., Ste. 120C Lapeer, MI 48446 | Kendrick Flowers | 810-664-0895 | kendrick.flowers@mi.usda.gov |
| Osceola | 138 W. Upton, Ste. 2Reed City, MI 49677 | Greg White | 231-832-5341 | greg.white@mi.usda.gov |
| Saginaw | 178 N. Graham Road Saginaw, MI 48609 | Ben Thelen | 989-781-4070 | ben.thelen@mi.usda.gov |
| Sanilac | 50 E. Miller Rd.Sandusky, MI 48471 | Josue Gandia-Rivera | 810-648-2116 | josue.gandia-rivera@mi.usda.gov |
| Shiawassee | 1900 S. Morrice Road Owosso, MI 48867 | Tina Tuller | 989-723-8263 | tina.tuller@mi.usda.gov |
| Tuscola | 1075 Cleaver Rd.Caro, MI 48723 | Carol Schadd | 989-673-8174 | caroline.schadd@mi.usda.gov |

1. For questions about operating the **Great Lakes Watershed Management System** contact MSU-IWR or TNC:
	1. Laura Young at youngla9@msu.edu or 517-353-8587
	2. Glenn Oneil at oneilg@msu.edu
	3. Ben Wickerham at benjamin.wickerham@tnc.org or 517-316-2286
2. For general **RCPP** questions contact MABA or TNC:
	1. Tim Boring at tim@miagbiz.org or 517-336-0223
	2. Mary Fales at mfales@tnc.org or 517-316-2278
3. For questions about **drainage water management (DWM) plans**, please contact an approved DWM technical service provider (TSP).
	1. For the list of NRCS approved DWM TSPs in Michigan, please visit <https://techreg.sc.egov.usda.gov/CustLocateTSP.aspx>
4. For questions about the **Nitrogen Trading Program**, contact the Delta Institute:
	1. Ryan Anderson at randerson@delta-institute.org or 312-554-0900

SAGINAW BAY WATERSHED

CONSERVATION PARTNERSHIP

To access the Great Lakes Watershed Management System, go to: [**www.iwr.msu.edu/glwms**](http://www.iwr.msu.edu/glwms)

For more information on RCPP and for additional RCPP resources, visit: [**http://nature.ly/saginawRCPP**](http://nature.ly/saginawRCPP)

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