Upper Cohansey River Watershed
Agricultural Mini-Grant Program Guide

Prepared for:

The Upper Cohansey River Watershed Stormwater Management Implementation Project, Cumberland & Salem Counties, New Jersey (RP11-042)

March 11, 2013

RUTGERS
New Jersey Agricultural Experiment Station

Water Resources Program

Contents

Introduction

The Rutgers Cooperative Extension (RCE) Water Resources Program is administering the *Upper Cohansey River Watershed Agricultural Mini-Grant Program* to fund projects within the Upper Cohansey River Watershed. The goal of the program is to provide cost-share funding to agricultural producers to increase implementation of agricultural management practices (AMPs) that improve water quality and address water quantity issues. The *Mini-Grant Program* is intended to expand the ability of farmers and growers to implement conservation AMPs by providing funding to either serve as a complement to United States Department of Agriculture (USDA) Farm Bill programs or to be a sole-source of funding for applicable AMPs.

The *Upper Cohansey River Watershed Agricultural Mini-Grant Program* will:

- Encourage the use of specific conservation practices which reduce the impact of agricultural nonpoint source (NPS) pollution.
- Provide cost-share assistance as an incentive to implement conservation practices.
- Improve producer-based stewardship of land and water resources.

Roles & Responsibilities of Partners

The RCE Water Resources Program and RCE of Cumberland and Salem Counties administer the *Upper Cohansey River Watershed Agricultural Mini-Grant Program* in partnership. This *Mini-Grant Program* is funded by a federal Section 319(h) grant from the New Jersey Department of Environmental Protection's (NJDEP) Division of Policy Implementation and Watershed Restoration.

RCE shall:

- Provide overall program management and implementation.
- Establish policies, procedures, priorities and guidance for program implementation, including determination of priority areas.
- Receive applications from applicants.
- Determine eligibility of applications based upon land use, applicants, and proposed practices.
- Review applications, make funding recommendations and approve allocations of program funds.
- Execute contracts with applicants selected to receive funding.
- Provide contract administration and reimbursement.
- Review completion of practice installation.
- Document continued maintenance and operation of the practices through the contract period.
- Evaluate program performance.
- Provide outreach to producers in the target watershed regarding the program.
- Provide technical assistance to selected participants in the development, design, and implementation of conservation practices included in the approved contract.

NJDEP shall:

- Provide funding to support the *Mini-Grant Program*.
- Review policies, procedures and guidance for program implementation.
- Review and approve the ranked list of proposed projects.
- Review proposed contracts.
- Approve practice completion.

Selected Mini-Grant Program Participants shall:

- Submit a scope of work and budget of project costs as part of their application to RCE.
- Complete a needs assessment survey prior to execution of contact.
- Carry out conservation AMPs identified in the contract.
- Permit access to staff of the RCE Water Resources Program and RCE of Salem and Cumberland Counties to provide technical assistance and to inspect the approved projects during the specified contract period.
- Maintain the conservation practices during the specified contract period.

Definitions

Agricultural land: Cropland, grassland, rangeland, pasture, sod farms, nursery operations (container, field production, and greenhouse), and other agricultural land on which agricultural products, livestock or forest-related products are produced and resource concerns may be addressed.

Agricultural use: Land devoted to the production for sale of plants and animals useful to man, including but not limited to forages and sod crops; shrubs, flowering plants or other nursery products; grains and feed crops; dairy and dairy products; poultry and poultry products; livestock, including beef cattle, sheep, swine, horses, ponies, mules or goats, including the breeding, boarding, raising, rehabilitating, training or grazing of any or all such animals (except "livestock" shall not include dogs); bees and apiary products; fur animals; trees and forest products or when devoted to and meeting the requirements and qualifications for payments or other compensation pursuant to a soil conservation program under an agreement with an agency of the Federal Government.

Agricultural management practice: Structural, nonstructural and managerial techniques that are recognized to be the most effective and practical means to control nonpoint source pollutants yet are compatible with the productive use of the resource to which they are applied.

Certified conservation planner: A person who possesses the necessary skills, training, and experience to implement the USDA-NRCS nine-step planning process to meet client objectives in solving natural resource problems. The certified conservation planner has demonstrated skill in assisting clients to identify resource problems, to express the client's objectives, to propose feasible solutions to resource problems, and leads the client to choose and implement an effective alternative that treats resource concerns and meets the client's objectives.

C*onservation plan:* Record of a producer's decisions and supporting information for treatment of a unit of land or water and includes the schedule of operations, activities and estimated expenditures needed to solve identified natural resource problems.

Conservation practice: One or more conservation improvements and activities, including structural practices, land management practices, vegetative practices and other improvements that achieve the program purposes.

Cost-share agreement: Financial assistance document that specifies the rights and obligations of any participant accepted into the program.

Erodibility index: The factor, as calculated by USDA-NRCS, used to determine the inherent erodibility of a soil by dividing the potential average annual rate of erosion without management for each soil by the predetermined T value for the soil.

Field office technical guide (FOTG): Official local USDA-NRCS source of resource information and interpretations of guidelines, criteria and requirements for planning and applying conservation practices and conservation management systems. It contains detailed information on the conservation of soil, water, air, plant and animal resources applicable to the local area for which it is prepared.

Lifespan: Period of time specified in the contract or conservation plan during which the conservation practices are to be maintained and used for the intended purpose.

Maintenance: Recurring activities necessary to retain or restore a practice in a safe and functioning condition, including, but not limited to, the management of vegetation, the repair or replacement of failed components or conservation practices, the prevention or treatment of deterioration, and the repair of damages caused by vandalism or negligence.

Nonpoint source pollution: Nonpoint source pollution refers to both water and air pollution from diffuse sources. Nonpoint source pollution can include excess fertilizers, herbicides and insecticides from agricultural lands and residential areas; oil, grease and toxic chemicals from urban runoff and energy production; excess sediment from improperly managed construction sites, and erosion of soils from crops, forests, and eroding streambanks; salt from irrigation practices and acid drainage from abandoned mines; bacteria and nutrients from livestock, pet wastes and faulty septic systems; and atmospheric deposition and hydromodification.

Schedule of operations: Document prepared by a conservation planner which lists each practice to be implemented through the contract, including dates of implementation, extent of each practice planned and amount of money approved for each practice.

Standards and specifications: The USD A-NRCS Standards and Specifications, Technical Guide Section IV, which are adopted by reference.

Structural practice: Conservation practices that involve establishing, constructing or installing a site-specific measure to conserve and protect a resource from degradation, or improve water resources.

Target watershed: Upper Cohansey River Watershed. See Figure 1.

Technical service provider: An individual, private-sector entity or public agency certified by USDA-NRCS to provide technical services to program participants, in lieu of or on behalf of USDA-NRCS.

Agricultural Mini-Grant Program Process

This section provides the steps to be followed during the *Mini-Grant Program* application and project implementation process. The following sections of the guidance provide additional details.

1. A notice of availability of funds advertised by the RCE Water resources Program and RCE of Cumberland County and Salem County through appropriate venues.
2. Participant submits application and required forms (Appendix A) to the RCE Water Resources Program.
3. If applicant requires a site visit by the RCE Water Resources Program and RCE of Cumberland County and Salem County, it is conducted to help determine potential projects for the applicant.
4. The RCE Water Resources Program and RCE of Cumberland County and Salem County or designee verifies initial eligibility – target area, eligibility of participant and land, etc.
5. The RCE Water Resources Program and RCE of Cumberland County and Salem County review and rank projects, and establish a list of projects for funding in that award period, including alternates.
6. NJDEP reviews and approves ranked list of projects.
7. RCE prepares contract documents.
8. NJDEP reviews and approves contract documents.
9. RCE and Participant execute contract documents.
10. Participant implements conservation practices.
11. RCE inspects practices and approves completion.
12. Participant submits invoice to RCE.
13. RCE reimburses Participant.
14. Participant operates and maintains practice for the specified lifespan.
15. RCE or their designee conducts periodic site visits through the project lifespan and contract period to confirm practice is being maintained.

Eligibility

Eligible Applicants for the receipt of funding through the *Upper Cohansey River Watershed Agricultural Mini-Grant Program* include:

- Properties located within the Upper Cohansey River Watershed as defined by the *Upper Cohansey River Watershed Restoration and Protection Plan* (Figure 1).
- Land currently in agricultural use.
    - See Definitions section for what constitutes "agricultural use." Agricultural land types include cropland, rangeland, pasture, sod farms, nursery operations (container and greenhouse), and other agricultural land on which agricultural products, livestock or forest-related products are produced.
- Land owned by an individual, partnership, or LLC meeting the definition of agricultural land in the target watershed.
- Land owned by federal, state, county, and municipal governments leased to an eligible agricultural producer and meeting the definition of agricultural land in the target watershed.
- Land owned by nonprofit organizations meeting the definition of agricultural land in the target watershed.

The Applicant must show control of the land by ownership, written lease, or other legal agreement. If the Applicant is a tenant, the Applicant must obtain written evidence or assurance of control from the landowner prior to contract obligation. Conservation AMPs may not be installed where the Applicant cannot show control of the land for the practice lifespan.

All applications will be reviewed for eligibility for the *Mini-Grant Program* by staff from the RCE Water Resources Program and RCE of Salem and Cumberland Counties. Those Applicants found not to be eligible will have all application materials returned without undergoing further review.

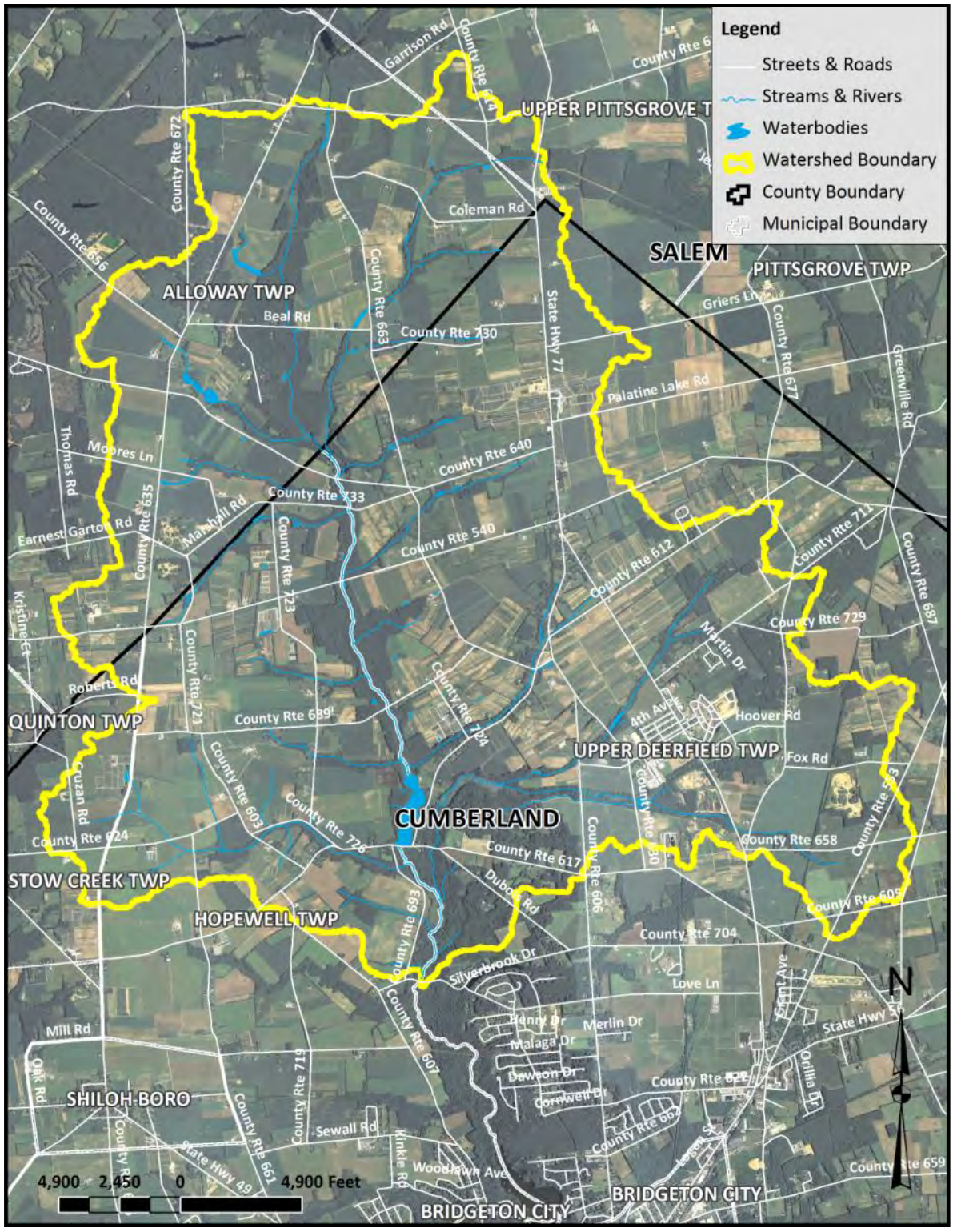

Figure 1: The Upper Cohansey River Watershed. (Eligible projects must be within the watershed boundary.)

Eligible Applicants

Three categories of producers/projects are eligible for inclusion into the *Upper Cohansey River Watershed Agricultural Mini-Grant Program*:

1. *Producers eligible for and participating in USDA Farm Bill programs*. These producers will be eligible for additional cost-share funding through this project. Such producers will be eligible for funding to cover their cost-share amount.
2. *Producers who are eligible for but did not receive Farm Bill funding due to a lack of available funding.* These producers will be eligible for up to 100% of the cost of the practice.
3. *Producers who are ineligible for USDA Farm Bill programs, but not due to any NJDEP violations or enforcement actions, or who are implementing practices that are beneficial to water quality but not reimbursable by a Farm Bill program*. These producers will be eligible for up to 100% of the cost of the practice. Applicants in this category are subject to RCE or an RCE-designee review to determine their eligibility for the program and the final amount of funding received.

All Applicants must meet each of the following requirements:

- Be an individual, legal entity, joint operation, municipality, county, state, or federal entity.
- Have an interest in the land being offered for enrollment, via ownership or legal agreement.
- Be engaged in agricultural production or have an interest in the agricultural operation or in the land on which the production is taking place.
- Have control of the land for the term of the proposed contract.
    - Control is defined as possession of the land by ownership, written lease or other legal agreement. Rented and leased land is eligible for funding; however, the operator must provide documentation indicating that he/she has control of the land for the duration of the contract. A copy of the producer's lease is sufficient. The application must designate the farm operator as an agent for the landowner.
- Have the legal authority to act on behalf of the entity, such as a family-owned business.

Staff from the RCE Water Resources Program and RCE of Salem and Cumberland Counties will be available to assist eligible Applicants with completing the Mini-Grant Program applications materials and forms, if requested.

Eligible Practices

Eligible practices provide beneficial natural resource conservation or environmental enhancements and meet the intent of the *Mini-Grant Program*. A list of eligible NRCS practices is included as Appendix B. Appendix B includes the cost-share percentage and a description of each practice.

Note that additional practices not contained within Appendix B may be eligible for *Mini-Grant Program* funding provided that they have a water quantity or quality benefit. Where this is the case, Applicants should contact the RCE Water Resources Program or RCE of Cumberland and Salem Counties to determine if these practices may receive funding. The RCE Water Resources Program or RCE of Cumberland and Salem Counties, in coordination with NJDEP, will have the authority to approve or deny such practices and will contact growers.

If the applicant has already received USDA Farm Bill Program funding for the project, the applicant must have a conservation plan that identifies the eligible practices from Appendix B that address the water quality impairments present in the Upper Cohansey River Watershed.

Ineligible practices include those that the producer has already installed to address an identified resource concern on a specific land unit.

Cost-Share Rates

Note: This section applies to growers receiving cost-share funding from Farm Bill Programs that include a cost-share from the grower.

Appendix B details the cost-share rates for practices eligible to receive *Mini-Grant Program* funding[1]. The percentage cost-share is detailed for projects that are receiving Farm Bill or other cost-share funding, and those that are not receiving such funding. The *Upper Cohansey River Watershed Agricultural Mini-Grant Program* will cover up to 100% of a grower's cost-share funding on projects that are receiving Farm Bill or other cost-share funding. The *Mini-Grant Program* may be used to cover up to 100% of the total cost for those projects that are not receiving such funding applied for under the *Mini-Grant Program*.

Cost-Share Rate Example: Access Control (Practice code 472) has a Farm Bill cost-share rate of $3.59 per foot of fencing. The maximum *Mini-Grant Program* total percentage cost-share is 100%. Therefore, if 100 feet of fencing were installed at a total cost of $478, Farm Bill funding would cover $359 of the project cost, and the *Mini-Grant Program* would cover up to the remaining 25% ($119) of the cost ($478 - $359 = $119).

In no case will the program provide cost-share above 100% of the actual project cost. The other Farm Bill cost-share is based on the estimated cost of the project. The *Mini-Grant Program* cost-share reimbursement will be for a percentage of actual costs.

[1] http://www.nj.nrcs.usda.gov/programs/documents/NJ_Practice_Catalog.pdf

If an Applicant chooses to utilize the services of a non-USDA-NRCS technical service provider (TSP) because USDA-NRCS technical assistance is not available within a reasonable time frame, the services of the TSP will be reimbursed based on the approved TSP rates set by USDA-NRCS (http://tspr.sc.egov.usda.gov/).

If the Applicant proposes a practice not listed in Appendix B, the RCE Water Resources Program and RCE of Cumberland and Salem Counties may approve the application and will assign a cost-share rate on a case-by-case basis based on the water quality benefit of the practice.

For instance, cover crop is funded at 75%; that same cost-share may be provided under this program. The RCE Water Resources Program and RCE of Cumberland and Salem Counties will evaluate applications on a case-by-case basis to determine if installing practices on such land will be appropriate and to determine the cost-share rate.

This guidance does not detail maximum amounts per Applicant and per practice. The RCE Water Resources Program has reserved a maximum of $200,000 for large projects (>$25,000 total cost per project/practice) and $175,000 for smaller projects (<$25,000 total cost per project/practice).

Eligible Cost-Share Expenses

Only costs associated with the direct installation of the practice are eligible. Eligible costs include:

- Technical assistance to develop a conservation plan and practice designs. An approved Applicant may choose to obtain the technical assistance required to implement their contract from **EITHER** USDA (first choice) **OR** a USDA-NRCS TSP if USDA assistance is not available within a reasonable time frame.
- Materials to construct a practice.
- Labor.
- Installation.
- Equipment costs to install the practice (including rental of jackhammers, posthole diggers, come-alongs, tractor implements, and other heavy equipment).
- Mobilization expense (one-time expense per practice) for transporting heavy equipment to and from the project site.
- Earthwork costs related to the installation of:
    - Vegetative practices (such as grubbing and preparing the seedbed)
    - Structural practices (such as excavating, grading, reshaping, trenching, filling, backfilling, and compacting).
- Fertilizer and lime if vegetation is established as part of the practice and it is determined that fertilizer or lime are necessary for establishment.
- Transportation costs charged by vendors to deliver materials to the site.
- Sales tax.

Ineligible Cost-Share Expenses

Ineligible cost-share expenses include:

- Practices installed solely for production purposes or that are not intended to provide a water quality benefit.
- Administration fees.
- Permit application fees.
- Annual operation and maintenance fees.
- Cost of farm production equipment.
- Cost associated with purchase of land, rights of way or easements.
- No duplication of payment (costs which are paid by any other grant source) can be included in the *Mini-Grant Program* cost-share reimbursement.
- Finance charges.
- Work in progress prior to approval.
- Work to meet pre-existing permit or violation requirements.
- Project extents greater than technically needed to meet the minimum practice standards.
- Used materials that the participant has on hand.
- Program participant's transportation costs using personal equipment to deliver materials to the site or to mobilize heavy equipment.
- Purchase and/or use of new or used tools or equipment such as gloves, shovels, weed whackers, wheelbarrows, concrete mixers, post-hole diggers, come-alongs, tractor implements, graders, backhoes, or bulldozers, unless otherwise specified.
- Indirect costs and management fees are not eligible costs.

Application and Ranking

Applications

Applications shall be submitted to the RCE Water Resources Program and will be accepted on a continuous basis throughout the year. RCE will establish cutoff dates to allow for ranking, prioritization and selection of applications for funding. At a minimum, notice will be published at http://water.rutgers.edu/, http://salem.njaes.rutgers.edu/, and http://njaes.rutgers.edu/nursery/, and advertised through various mailing lists and media sources.

The Participant shall submit a completed application and the required forms (Appendix A) to Rutgers Cooperative Extension Water Resources Program. All application packages must include:

- Application forms:
    - Scope of Work
    - Budget
    - Budget Justification
- Any engineering designs or drawings, or landscape plans
- A completed needs assessment survey
- Copy of USDA notification of Farm Bill funding, **OR** letter notifying Participant that the project was not funded due to insufficient funding **OR** letter indicating that the Participant is not eligible for USDA funding, but not because of any NJDEP violation or enforcement action.

Ranking

The RCE Water Resources Program and RCE of Cumberland and Salem Counties will rank eligible applications on a competitive basis at least quarterly, with ranking occurring more or less often at their discretion. The highest ranked applications will be selected for contract development based on available funds.

Applications will be ranked on a combination of factors specific to the application, such as how well the planned project meets program objectives and the qualitative impacts of the planned activities. The ranking shall evaluate the magnitude of the expected environmental benefits resulting from the conservation treatment and the priority of the resource concerns identified for the Upper Cohansey River Watershed. NJDEP will review and approve the ranked list of projects.

Contracting

All participants shall execute a contract with Rutgers, The State University of New Jersey and the RCE Water Resources Program to receive funding. A sample contract is included in Appendix C. NJDEP may review contracts prior to execution by the Participant and the RCE Water Resources Program. The contract shall include a summary of the practices to be installed, including the extent of the practices, the estimated cost, the proposed schedule for implementation, and maintenance requirements.

All contracts shall be for an agreed-upon period of time as determined by the RCE Water Resources Program. Most contracts will be in the range of 1-3 years depending on the type and extent of approved projects and proposed practices as specified in the scope of work.

Implementation

Implementation may begin following contract execution by all parties.

Schedule

The selected Applicant (i.e., 'Participant') must begin at least one practice within 12 months of contract signature, or in accordance with their conservation plan/schedule of operations. A summary of the practices that will be installed and the proposed schedule shall be included in the contract documents.

If the proposed schedule included in the contract will be delayed by more than three months, the Participant must notify the RCE Water Resources Program in writing to modify the schedule or the contract will be subject to termination. The extension must be requested in writing from the RCE Water Resources Program. The RCE Water Resources Program may grant an extension to the schedule if the Participant shows progress or good cause for the delay of installation. For instance, if the Participant can show that design of the practice has begun but was delayed due to permitting requirements or the time required by USDA-NRCS or another approved TSP to design the project, an extension may be granted.

Conservation Plan

If *Mini-Grant Program* funding is to be used as cost-share funding for USDA Farm Bill-funded projects, the selected Participants must have a current conservation plan developed by USDA-NRCS or a USDA-NRCS TSP that details the resources to be addressed, the proposed practices, the proposed schedule for implementation, the maintenance requirements and estimated costs following contract execution.

If a Participant does not have a current conservation plan at the time of application, *Mini-Grant Program* funds may be allocated to prepare or update the conservation plan. If *Mini-Grant Program* funds are utilized to prepare or update the conservation plan, it will be submitted to NJDEP as part of the project deliverables.

Design Standards and Specifications

The practice must be designed to meet nationally recognized standards, USDA-NRCS standards, or as approved by the RCE Water Resources Program and the RCE of Cumberland and Salem Counties. All

practices must be properly designed and approved by an individual with appropriate job approval authority. Most often for structural practices, the individual must be a licensed professional engineer.

Permitting

The Participant is responsible for obtaining all necessary federal, state, and local permits, and shall be responsible for obtaining the authorizations, rights, easements, or other approvals necessary for the implementation, operation, and maintenance of the conservation practice(s) in keeping with applicable laws and regulations. Participants shall be responsible for compliance with all laws and for all effects or actions resulting from the Participant's performance under the contract.

Inspection and Approval of Completion

RCE and appropriate technical partners shall have the right to enter the property to ascertain the accuracy of any representations made in an application, to provide technical assistance, to inspect any work and to ensure that the practice is being maintained. RCE will verify the completion of the conservation practice, compliance with USDA-NRCS practice standards, if applicable, and compliance with the operation and maintenance conditions before reimbursement is approved. This information shall be documented on the Notice of Project Completion form. Cost-shared practices are then subject to inspection by RCE or their designee to ensure practice maintenance during the lifespan of the contract. The Participant shall receive five business days notice for any inspections or site visits.

Reimbursement

Reimbursement will not be provided for work begun or completed prior to execution of the contract.

The *Mini-Grant Program* payment shall be based on actual costs. The Itemized Cost Statement/Invoice shall include documentation of all eligible costs on itemized statements, paid receipts and invoices. The form and invoices shall include the dates of work performed, cost per hour charged, type of equipment used, charges for equipment, type and value of materials used, the amount of cost-share received from other sources and any other applicable information. Total program cost-share funds from all sources (state, federal or other) will not exceed 100% of the actual practice cost.

The Participant is responsible for all costs to install the project, and then shall submit a claim for reimbursement after incurring costs. The Participant may submit invoices to the RCE Water Resources Program either upon project completion or for partial payment while the project is in progress. The Participant shall document all eligible costs on the Itemized Cost Statement/Invoice and attach third party invoices and receipts as applicable for work completed for the project and the charges therefore. Submission of the Itemized Cost Statement/Invoice shall serve as the Participant's certification that the invoices accurately represent eligible costs.

Within sixty (60) days after receipt of an invoice and form acceptable to the RCE Water Resources Program, the RCE Water Resources Program shall pay the full amount of the invoice; however, if the RCE Water Resources Program objects to all or any portion of an invoice, it shall notify the Participant of the same within thirty (30) days from date of receipt of that invoice, and shall pay that portion of the invoice not in dispute, and the parties shall immediately make every effort to settle the disputed portion of the invoice, such that payment is not delayed beyond sixty (60) days.

The Participant should discuss their IRS reporting requirements with their tax professional.

Operation & Maintenance

A project funded by the *Mini-Grant Program* must be maintained and properly operated for the conservation purposes for which the practice was approved through the practice lifespan. The participant is responsible for maintenance of the practice(s) through the specified lifespan of the contract, regardless of any changes in the control of the land. Failure to maintain the practice for the contracted lifespan will result in the participant being required to refund all or part of the amount provided by the *Mini-Grant Program*.

Where appropriate, the practice standards include development of an operations and maintenance plan, which shall be incorporated into the Participant's contract. The summary of practices that is included in the contract shall include maintenance requirements for each practice. The Participant is the responsible party for any maintenance of the practice, and the practice standard shall detail the required tasks and schedule.

If the operation changes and the practice is no longer necessary as determined by RCE or their designee, the Participant may remove the practice rather than maintaining it, with no additional cost-share provided. Alternatively, the Participant may maintain a practice that is no longer necessary, rather than removing it.

The Participant must permit RCE or other designated technical partner to have access to the premises to inspect and assess the progress of the project throughout the lifespan of the contract.

Repair and Replacement

Once a landowner receives final payment for a completed conservation practice, he/she accepts ownership and is responsible for the operation and maintenance of the practice. The repair of practices is the responsibility of the landowner and shall be performed according to the maintenance provisions incorporated into the contract. Funding to repair damage to conservation practices installed with *Mini-Grant Program* dollars may be available if the damage was caused by reasons beyond the control of the Participant or landowner. Funding will not be available to repair a practice that the Participant or landowner removed or that failed due to improper maintenance during the effective life of the practice.

Violations

If RCE determines that a Participant is in violation of the terms of a contract or documents incorporated by reference into the contract, RCE shall give the Participant a reasonable time, as determined in consultation with USDA-NRCS, to correct the violation and comply with the terms of the contract. If a Participant continues in violation, RCE may terminate the contract.

A contract termination shall be effective immediately upon a determination by RCE that the Participant has submitted false information or filed a false claim.

If RCE terminates a contract, the Participant shall forfeit all rights for future payments under the contract and shall refund all or part of the payments received, plus interest. RCE has the option of requiring only partial refund of the payments received if a previously installed practice can function independently, is not affected by the violation or other conservation practices that would have been installed under the contract, and the Participant agrees to operate and maintain the installed conservation practice for the lifespan of the practice.

Privacy and Confidentiality

As part of the application process, the RCE Water Resources Program or RCE of Cumberland and Salem Counties will work with Participants to obtain documents that may be necessary to identify and design conservation practices, such as existing conservation plans or nutrient management plans. If any other party, such as NJDEP, requires access to those documents as part of the application review process, all documents shall be made available to application reviewers. If any other party outside of the review process wishes to obtain these documents, they shall work directly with the Participant to obtain them.

The RCE Water Resources Program will provide a summary of practices installed and pollutant load reductions achieved to NJDEP by sub-watershed. In addition, NJDEP will review the ranked list of proposed projects and proposed contracts. Any planning documents prepared with *Mini-Grant Program* funding (e.g., nutrient management plans and conservation plans) will be provided to NJDEP as part of RCE's grant deliverables. In this situation, the Participant shall provide those documents to the RCE Water Resources Program to be transmitted to NJDEP.

Interpretation of Program Guidance

At any time, if there is a question as to interpretation of this program guidance, RCE shall confer with the appropriate experts and provide an interpretation.

Appendix A – Application Forms

- Upper Cohansey River Watershed Agricultural *Mini-Grant Program* Application Form
- Insurance Requirements
- Supplier Request Form New/Change
- Substitute W-9

Upper Cohansey River Watershed Agricultural Mini-Grant Program Project Application

Date:	Application #: (RCE Use)	

Are you applying to participate as an (check one of the following):

☐ Individual
☐ Trust or Estate
☐ Corporation
☐ Limited Partnership, Limited Liability Company, Limited Liability Partnership or Similar Entity
☐ Tax-Exempt or Non-Profit Organization
☐ State/County/Municipality

☐ I am the owner of the land upon which the project will be implemented.
☐ I am not the owner of the land on which the project will be implemented; however, I have documented control of the land for at least _____ years. (Please attach documentation as proof of control.)

	APPLICANT	**LANDOWNER (if different than Applicant)***
Name		
Address		
City, State		
Zip Code		
Phone Number		
Fax Number		
Email address		
Social Security # or Tax Identification Number		
Federal ID #		
Farm address		
Farm block/lot		
Farm municipality		
HUC-14 (For RCE Use Only)		
Farm Description		
Total Farm Acres		
Is the Farm Preserved?	☐ Yes ☐ No	
Acres/types of crop land		
Field nursery:	Dominant crops:	
Container nursery:	Dominant crops:	
Pot-in-pot nursery:	Dominant crops:	
Greenhouse:	Dominant crops:	
Sod:		

Livestock:		
Pasture:		
Other crop:	Dominant crops:	
Other land use:	Dominant uses:	
Other pertinent farm info:		
Do you have a conservation plan for this property?	☐ Yes ☐ No	
Is the land currently enrolled in any other conservation program (e.g., NRCS, FSA, EQIP)?	☐ Yes ☐ No	Specify:
Joint Cost-Sharing Are you applying for cost-sharing from any other programs?	☐ Yes. Indicate which program(s), amount and status of application:	☐ No. Indicate why not:
Have you already applied for or received cost-sharing from any other program?	☐ Yes. Indicate which program(s), amount and status of application:	☐ No. Indicate why not:
Is the Mini-Grant Program project not eligible for USDA Funding?	☐ Yes. Indicate why not:	☐ No.
*If applicant is not the landowner, application must include the signature of the Landowner.		
I, _____ (print name), request cost-share assistance indicated in this agreement. I have read all the guidelines and requirements of the program, and I understand them. This application does not guarantee mini-grant approval or obligate the applicant to enter into a mini-grant agreement. I further certify that I will not hold the Rutgers Cooperative Extension Water Resources Program liable for issues relating to the implementation of the program.		
Applicant Signature:		Date:
Landowner Signature:		Date:
All information on the application and requested documentation are required for the application to be complete.		

Scope of Work

The scope of work (SOW) is a description of the proposed work for which funding is sought through the *Cohansey River Watershed Agricultural Mini-Grant Program*. The SOW should not exceed 5 single-spaced pages, using a minimum 12-point font and 1" margins. The following elements must be present in the scope of work.

A. Statement of Problems on Site

B. Project Goals and Objectives
A brief description of what each proposed conservation measure hopes to accomplish or alleviate on the proposed agricultural land.

C. Table of Applicable Conservation Practices
Use list of conservation practices from Appendix B to describe which AMPs are planned to be installed on the property.

D. Task List & Summary of Each Task

Task #:	Title of the task to be accomplished.
Deliverable:	A description of what the task hopes to accomplish or produce.
Timeline:	The length of time from the start of the awarded contract to completion of the task described.
Description:	A brief description of each task.

E. Budget Table: (1 page; not included in 5 page limit)

ACCOUNT DESCRIPTION	TOTAL BUDGET	AMOUNT REQUESTED	OTHER FUNDING /IN-KIND FUNDING
A. Personnel Costs Salaries			
Fringe Benefits			
B. Consultants and Subcontractors			
C. Other Costs (Specify): _____ _____ _____ _____ _____ _____			
Subtotal Direct Costs			
Total Direct Costs			
TOTAL PROJECT AMOUNT	*		

* This amount should equal the sum of the 'Amount Requested' and 'Other Funding' columns.

F. Budget Justification:

A brief (1-page long; not included in 5-page limit) description of each budget item and how the cost of each item was determined.

Insurance Requirements

Insurance requirements for vendors or contractors whose operations extend to the premises of Rutgers, The State University of New Jersey are:

After the award and prior to the start of work, the contractor will provide evidence in the form of current certificates of insurance certifying the following **applicable** coverages. **Failure to furnish will result in work not being allowed to commence.**

All vendors, whose operations extend to University premises shall provide Certificates of Insurance evidencing the following:

WORKER'S COMPENSATION COVERAGE AND EMPLOYERS' LIABILITY: Insurance covering all employees for Workers' Compensation in accordance with the laws of the State of New Jersey and a minimum limit of $500,000 for Employers' Liability.

AUTOMOBILE LIABILITY: Insurance for all owned, non-owned and hired vehicles with limits of liability of at least $1,000,000 combined single limit per occurrence.

COMPREHENSIVE GENERAL LIABILITY: Insurance with a minimum of $1,000,000 (combined single limit). **Rutgers, The State University, must be named as an additional insured in this policy**. Such insurance shall be primary over other collectible insurance that may apply and shall include coverage for the following indemnification:

> **"The vendor/contractor agrees to Hold Harmless and Indemnify Rutgers, The State University, against any and all claims, demands or suits by any persons and against related damages, liabilities, costs and expenses (including attorney's fees) which may arise out of the performance of the contract."**

All certificates shall contain the provision that the insurance shall not be canceled for any reason, except after thirty (30) days written notice and indicate the nature of work being performed or goods/services being furnished.

Additional requirements for certain vendors/contractors as follows:

BUS/TRANSPORTATION VENDORS: Must maintain Business Auto Liability insurance coverage for all owned, non-owned or hired vehicles which names **Rutgers, The State University as an additional insured**. For vehicles with seating capacity of eighteen (18) or more, a $5,000,000 combined single limit of liability is required. Vendors supplying vehicles with seating capacity of less than eighteen (18) are required to have a policy limit of $2,000,000.

CHEMICAL WASTE AND PESTICIDE DISPOSAL CONTRACTORS: Must maintain Comprehensive General Liability insurance with a minimum combined single limit of $5,000,000 for bodily injury and property damage and be endorsed to include Pollution Legal Liability. Alternatively, separate, stand alone, Comprehensive General Liability and Pollution Legal Liability policies each with limits of $5,000,000 is acceptable.

ASBESTOS REMOVAL AND MONITORING CONTRACTORS: Must maintain Pollution Legal Liability insurance with the minimum limits of $2,000,000 combined single limit and $4,000,000 aggregate.

Please address any insurance related questions and send all Insurance Certificates to the appropriate campus noted on this letter.

CAMDEN CAMPUS
Purchasing Department
Administrative Services Building
409 N. 4th Street
Camden, NJ 08402-1406
Phone: 856/225-6140
Fax: 856/225-6109

NEWARK CAMPUS
Purchasing Department
Blumenthal Hall, 2nd Floor
249 University Avenue
Newark, NJ 07102
Phone: 973/353-5338
Fax: 973/353-1451

NEW BRUNSWICK CAMPUSES
Purchasing Department
Administrative Services Building III
3 Rutgers Plaza
New Brunswick, NJ 08901-8559
Phone: 732/932-4370
Fax: 732/932-4390

RIAS
Rutgers Integrated Administrative System
Procure-to-Pay Application

Supplier Request Form
New/Change

Directions: The Supplier Request Form must be ***completed by the department*** and must be accompanied by either an IRS W-9 form, Rutgers Substitute W-9 form or W-8BEN (for Foreign Entities) ***signed and completed by the supplier***. Incomplete and unsigned forms will be returned and a payment hold will be placed on the supplier. Please allow up to 72 hours for new suppliers to be created. Departments should check to see if the supplier is in RIAS by visiting RU Internet Procurement and selecting "Supplier & Address Information". Departments procuring goods and/or services are encouraged to visit the purchasing website at http://purchasing.rutgers.edu/ to see if a supplier is already in place for their purchase.

NOTE: RU employees cannot receive compensation payment through RIAS. Please contact payroll services.
RU students receiving student aid (84400, 84500, etc) must be processed through Financial Aid Dept.
RU student employees receiving an award payment (33400) must be processed through Payroll.

Section A. Type of Request (select one):

a. ☐ New Supplier Request

b. ☐ Change Request (check all that apply)

- ☐ Add address/information for an existing supplier
- ☐ Change address/information for an existing supplier
- ☐ Update Supplier Name from:
- ☐ Other (please explain)

Section B. Department Contact Information

Name of Person Submitting Request:

Email Address/Telephone Number:
/

Date Request:

Section C. Supplier Information

Supplier Name (company) if individual- (Last, First, Middle initial)

Supplier Address (Purchase Order/Check address):

Province/Country

Telephone Number / Fax Number
/

Contact Name / Phone Number
/

Email Address

Web site:

Remittance address (if different from above):
Supplier Name (Company) if individual- (Last, First, Middle initial)

Address

Province/Country

Federal ID # (nine digit # - may be called EIN # or Social Security #)

Dun and Bradstreet number: (nine digit # – different than Federal ID # if supplier does not have one type in N/A).

Corporate Address:

Section D. Type of Purchase/Payment (Check all that apply):

a. Any boxes checked below - send forms to Purchasing at procure@rci.rutgers.edu or fax to 732-932-4390.

☐ Product
☐ Services by Corporation, Partnership, Government Agency, Corporate LLC and Partnership LLC, (including foreign)

Provide detailed description of product or service being provided:

---

b. Any boxes checked below- send forms to Accounts Payables at payables@rci.rutgers.edu or fax to 732-445-3953 (new fax number).

☐ Services by Individual, Sole Proprietor or Single Member LLC (including foreign)
☐ Award
☐ Honorarium
☐ Fees - magazines, journals, postage, conferences, memberships, registrations, etc.
☐ Royalty/Patent Assignment
☐ Refund/Reimbursement (no Sub W-9 needed)
☐ Scholarship/Fellowship/Grant (not processed through Fin Aid)
☐ TABER (for reimbursement of business expenses incurred by a Visitor only)
☐ Other (Explain)

Section E. Supplier Classification (check all that apply)

☐ Small Business Enterprise
☐ Women Owned
☐ Asian Pacific American Owned
☐ Black American Owned
☐ Hispanic American Owned
☐ Subcontinent Asian American Owned
☐ Native American Owned
☐ Vietnam Veteran
☐ Disabled Veteran
☐ 8A
☐ Hubzone

Revised 10/19/10

Substitute W-9

To conform to IRS regulations for Form 1099 reporting, we must have a Federal Tax Identification Number or Social Security Number in our files for ALL VENDORS and INDIVIDUALS receiving payments from Rutgers University. In order to comply, we ask that you provide the following information. Please return this completed form to Purchasing via email to procure@rci.rutgers.edu or fax to 732-932-4390. Forms for check request only should be forwarded to Accounts Payable via email to payables@rci.rutgers.edu or fax to 732-445-5922. Questions regarding completion of this form should be directed to Anelia Dolan in the Tax Department at 732-445-4212.

Legal Name identified with Tax ID Number below *(Name on your Federal Income Tax Return)*

Business Name if different from above

Address (number, street, and apt. or suite no.)

City, State, and ZIP code

TYPE OF PAYEE: (CHECK THE FOLLOWING THAT APPLY)

Residence Status

_____U.S. CITIZEN
_____U.S. RESIDENT FOR TAX PURPOSES
_____U.S. ENTITY
_____FOREIGN PERSON (VISITOR)
(complete Foreign Visitor Info Sheet)
_____FOREIGN ENTITY
(complete appropriate form W-8 See reverse side for information)

Organization Type

_____INDIVIDUAL
_____PARTNERSHIP
_____CORPORATION

_____Single Member LLC (Individual)
_____ ***Owner's name***
_____Partnership LLC
_____Corporation LLC
_____ Government

Please indicate if any of the following categories apply to your business:

☐ Attorney or Legal Firm

☐ Medical Service by individual and/or partnership

☐ Medical Service by corporation

TAXPAYER IDENTIFICATION NUMBER (TIN)

_____Federal I.D. Number (also known as an Employer Identification Number)

_____Social Security Number

If exempt from Form 1099 reporting, check here and circle your qualifying exemption reason below: _____

1. Corporation except there is no exemption for medical and healthcare payments or payments for legal services
2. Tax Exempt Charity under 501(a) includes 501(c)(3)
3. The United States or any of its agencies or instrumentalities
4. A state, the District of Columbia, a possession of the U.S. or any of their political subdivisions
5. A foreign government or any of its political subdivisions

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a US citizen or other US person.

Certification Instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For Mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN.

SIGNATURE OF INDIVIDUAL OR COMPANY OFFICIAL AND TITLE DATE

FOREIGN ENTITY

Rutgers, the State University is now requiring a W-8 form for all foreign entities whether or not they are currently being paid for a service. For copyrights, permissions, royalties and services performed in the United States by a foreign entity, the Internal Revenue Service (IRS) requires Rutgers University to obtain a W-8 form for the foreign entity we are paying. There are four different types of W-8 forms. The foreign entity will need to determine which type of form applies to them. They will need to fill out the appropriate form and return to the requestor.

The links for the W-8 forms are as follows:

A beneficial owner solely claiming foreign status or treaty benefits

http://www.irs.gov/pub/irs-pdf/fw8ben.pdf (Form W-8BEN)

http://www.irs.gov/pub/irs-pdf/iw8ben.pdf (Instructions for W-8BEN)

A person claiming that income is effectively connected with the conduct of a trade or business in the U.S.

http://www.irs.gov/pub/irs-pdf/fw8eci.pdf (Form W-8ECI)

http://www.irs.gov/pub/irs-pdf/iw8eci.pdf (Instructions for W-8ECI)

A foreign government, international organization, foreign central bank of issue, foreign tax-exempt organization

http://www.irs.gov/pub/irs-pdf/fw8exp.pdf (Form W-8EXP)

http://www.irs.gov/pub/irs-pdf/iw8exp.pdf (Instructions for W-8EXP)

A foreign intermediary, a foreign partnership, a foreign simple trust, or a foreign grantor trust

http://www.irs.gov/pub/irs-pdf/fw8imy.pdf (Form W-8IMY)

http://www.irs.gov/pub/irs-pdf/iw8imy.pdf (Instructions for W-8IMY)

Additional Information for department when paying a Foreign person

Please make sure that a foreign person/entity completes a W-8 form as instructed on the Substitute W-9 form.

Please plan for foreign visitors well in advance. When paying a foreign visitor for service performed in the U.S. please obtain their U.S. tax id number. This is either a social security number issued by the Social Security Administration (work related) or an Individual Tax Identification Number (ITIN) issued by the IRS (tax treaty benefit/filing tax return purposes). If the visitor is resident in a country that the U.S. has a tax treaty with ***AND*** the foreign visitor has a U.S. tax id number they can complete form 8233 and are exempt from the 30% income tax withholding.

A foreign visitor who is not able to claim a tax treaty benefit may be able to claim a refund of money withheld at year end and should file a 1040NR. For this purpose the foreign visitor needs a U.S. Tax ID Number.

If the visitor does not have a U.S. tax id number, they can complete form W-7 (Application for IRS Individual Taxpayer Identification Number). This application and instructions for completing this form can be found on the Tax Department website at http://www.rci.rutgers.edu/~univcont/New/tax_department . Under Taxation Topics, click on *Payments to nonresident aliens and IRS form 1042 reporting*. Click on site on right side Form W-7 box. Please contact the Tax Department for help in completing this form.

You are encouraged to plan 6 months in advance for inviting visiting scholars when possible. It usually takes 6 – 8 weeks to receive a ITIN if there are no extenuating circumstances.

Your cooperation is appreciated. If you have any questions, please do not hesitate to contact Anelia Dolan in the Tax Department at 732-445-4212.

Appendix B - List of Eligible Practices & Descriptions

2013 NJ Practice Catalog

Practice					Code	Component	Unit	Reg Cost	HU Cost
Conservation Activity Plans									
Agricultural Energy Management - Headquarters CAP								**Lifespan**	**1 year**
				EI	122	AgEMP 122 Livestock - Small < 70 AU	No	1,153.00	1,383.60
				EI	122	AgEMP 122 Livestock - Medium 70-300 AU	No	1,510.41	1,812.49
				EI	122	AgEMP 122 Livestock - Large 301-2500 AU	No	1,859.81	2,231.77
				EI	122	AgEMP 122 Livestock - XLarge >2500 AU	No	2,409.81	2,891.78
				EI	122	AgEMP 122 Mixed Enterprises (add-on to a livestock component when there is a non-livestock headquarters area to audit in addition to the livestock headquarters)	No	797.07	956.48
				EI	122	AgEMP 122 Non-Livestock - Single Enterprise	No	1,919.21	2,303.06
				EI	122	AgEMP 122 Non-Livestock - Two Enterprises	No	2,440.92	2,929.11
				EI	122	AgEMP 122 Non-Livestock - Three Enterprises	No	3,301.20	3,961.44
Enterprise = grain, vegetables, orchard or greenhouse, etc.									
Agricultural Energy Management - Landscape CAP								**Lifespan**	**1 year**
				EI	124	AgEMP 124 Non-Irrigated < 50 acres	No	1,244.70	1,493.64
				EI	124	AgEMP 124 Non-Irrigated 50-499 acres	No	1,580.09	1,896.11
				EI	124	AgEMP 124 Non-Irrigated 500-5,000 acres	No	1,928.33	2,313.99
				EI	124	AgEMP 124 Non-Irrigated >5,000 acres	No	2,503.77	3,004.53
				EI	124	AgEMP 124 Irrigated < 50 acres	No	1,925.14	2,310.17
				EI	124	AgEMP 124 Irrigated 50-499 acres	No	2,557.96	3,069.55
				EI	124	AgEMP 124 Irrigated 500-5,000 acres	No	3,308.33	3,970.00
				EI	124	AgEMP 124 Irrigated >5,000 acres	No	3,715.49	4,458.59
Conservation Plan Supporting Organic Transition CAP								**Lifespan**	**1 year**
				OI	138	Organic Transition	No	1,568.25	1,881.90
				OI	138	Organic Transition Nonlocal (over 300 miles)	No	2,529.75	3,035.70
Comprehensive Nutrient Management Plan CAP								**Lifespan**	**1 year**
			EQIP		102	Small Non-Dairy with Land Application < 300 AU	No	5,675.70	6,810.84
			EQIP		102	Small Dairy with Land Application < 300 AU	No	7,129.90	8,555.88
			EQIP		102	Small AFO without Land Application < 300 AU	No	5,436.25	6,523.50
			EQIP		102	Medium Dairy with Land Application 300≤ 700 AU	No	8,062.71	9,675.25
			EQIP		102	Medium Non-Dairy with Land Application 300≤ 700 AU	No	7,221.51	8,665.81
			EQIP		102	Medium-Large AFO without Land Application≥ 300 AU	No	6,723.13	8,067.75
			EQIP		102	Large Non-Dairy with Land Application≥ 700 AU	No	8,638.25	10,365.90
			EQIP		102	Large Dairy with Land Application≥ 700 AU	No	8,886.23	10,663.47
Fish & Wildlife Habitat CAP								**Lifespan**	**1 year**
			EQIP		142	Fish & Wildlife Habitat Management CAP	No	2,136.96	2,564.35
Forest Management Plan								**Lifespan**	**1 year**
			EQIP		106	FMP ≤ 50 acres	No	650.34	780.41
			EQIP		106	FMP 51-100 acres	No	921.32	1,105.58
			EQIP		106	FMP 101-200 acres	No	1,409.07	1,690.88
			EQIP		106	FMP 201 - 400 acres	No	2,113.61	2,536.33
			EQIP		106	FMP 401 - 600 acres	No	2,980.73	3,576.87
			EQIP		106	FMP 601 - 1000 acres	No	3,847.85	4,617.41
			EQIP		106	FMP >1000 acres	No	4,606.58	5,527.89
Grazing Management CAP								**Lifespan**	**1 year**
			EQIP		110	Grazing Management Plan < 100 Acre	No	707.40	848.88
			EQIP		110	Grazing Management Plan 100 - 1500 Acre	No	1,856.93	2,228.31
			EQIP		110	Grazing Management Plan 1,500-5,000 Acre	No	3,094.88	3,713.85
			EQIP		110	Grazing Management Plan >5,000 Acre	No	3,979.13	4,774.95

Practice					Code	Component	Unit	Reg Cost	HU Cost
Integrated Pest Management CAP								**Lifespan**	**1 year**
			EQIP		114	IPM Plan--Small/Specialty <50 acres	No	1,413.94	1,696.73
			EQIP		114	IPM Plan --Medium (51-250 acres)	No	1,809.84	2,171.81
			EQIP		114	IPM Plan--Large > 250 acres	No	2,827.88	3,393.45
Irrigation Water Management CAP								**Lifespan**	**1 year**
			EQIP		118	Irrigation Water Management Plan	No	2,030.70	2,436.84
Nutrient Management CAP								**Lifespan**	**1 year**
			EQIP		104	Nutrient Management CAP <100 AC	No	1,599.96	1,919.95
			EQIP		104	Nutrient Management CAP 101-300 AC	No	1,904.33	2,285.19
			EQIP		104	Nutrient Management CAP >300 AC	No	2,303.50	2,764.20
Pollinator CAP								**Lifespan**	**1 year**
			EQIP		146	Pollinator CAP	No	2,136.96	2,564.35
			EQIP		146	Pollinator CAP Nonlocal (over 300 miles)	No	3,199.50	3,839.40
Conservation Practices									
Agrichemical Handling Facility								**Lifespan**	**15 years**
Includes access ramp in all scenarios. Payment rate is based on the sq ft of containment area; do not include the roof overhang or ramp area in sq ft calculation.									
Associated practices: Nutrient Management (590), Pest Management (595), Diversion (362), Roof Runoff Management (558), Pumping Plant for Water Control (533)									
		AWEP	EQIP		309	Agrichemical Storage with Handling Pad inside an enclosed building	SqFt	16.47	19.76
		AWEP	EQIP		309	Agrichemical Handling Pad for mixing and loading	SqFt	6.01	7.21
		AWEP	EQIP		309	Agrichemical Storage & Handling within an existing Greenhouse	SqFt	15.45	18.54
		AWEP	EQIP		309	Agrichemical Storage with Handling Pad in an Existing Building	SqFt	9.84	11.80
		AWEP	EQIP		309	Agrichemical Handling Pad with roof for mixing and loading	SqFt	13.34	16.01
Access Control								**Lifespan**	**10 years**
Permanent fencing will be planned and installed using the Fence (382) practice.									
CPM.440.515.81.E: *Fence (382) or Access Control (472) is ineligible if the primary purpose is to—*									
** Separate ownership or exclude livestock from transportation networks or residential, commercial, or industrial areas.*									
** Exclude deer, hogs, or other wild animals from cropland.*									
BT, GW	AMA	AWEP	EQIP	OI	472	Trails/Roads Access Control (gate) (to control access to forest areas)	Ea	526.86	632.23
BT, GW	AMA	AWEP	EQIP	OI	472	Animal exclusion from sensitive areas (temporary fence)	Ft	0.67	0.81
Animal Trail or Walkway								**Lifespan**	**10 years**
Practice includes only grading to establish the walkway. If a natural surface is not sufficient to meet the resource concerns, use a different practice to address the concern (e.g. 561 - Heavy use area protection).									
Associated Practices: Heavy Use Area Protection (561), Fence (382), Prescribed Grazing (528), Critical Area Planting (342), Stream Crossing (578)									
	AMA	AWEP	EQIP	OI	575	Construct Trail or Walkway - natural surface	SqFt	0.22	0.26
Aquatic Organism Passage								**Lifespan**	**5 years**
Associated Practices: Critical Area Planting (342), Riparian Herbaceous Cover (390), Riparian Forest Buffer (391), Tree/Shrub Establishment (612), Stream Habitat Improvement and Management (395)									
BT			EQIP		396	Concrete Dam Removal	CuYd	113.19	135.83
BT			EQIP		396	Earthen Dam Removal	CuYd	49.98	59.97
BT			EQIP		396	Blockage Removal	CuYd	81.78	98.13
BT			EQIP		396	Nature-Like Fishway (must overcome existing fish passage concern)	Ac	80,076.80	96,092.16
BT			EQIP		396	Concrete Ladder	VFt	12,511.93	15,014.32

Practice					Code	Component	Unit	Reg Cost	HU Cost
Brush Management								**Lifespan**	**10 years**
Selected scenario should be based on the conditions present or expected to be present at the time the practice is scheduled in the contract. If implementation is delayed by any action or inaction of the participant, there will be no contract modification to use a higher payment scenario.									
Associated Practices: Early Successional Habitat Development and Management (647), Restoration of Rare and Declining Habitats (643), Shallow Water Development and Management (646), Upland Wildlife Habitat Management (645), Wetland Wildlife Habitat Management (644)									
BT					314	Grazing by Livestock (must be part of an approved Prescribed Grazing plan; limited to eligible BT acres)	Ac	237.87	285.44
BT, GW	AMA	AWEP	EQIP	OI	314	Mechanical, Hand tools	Ac	189.34	227.21
BT, GW	AMA	AWEP	EQIP	OI	314	Mechanical, Small Shrubs, Medium Infestation	Ac	108.12	129.75
BT, GW	AMA	AWEP	EQIP	OI	314	Mechanical, Small Shrubs, Heavy Infestation	Ac	134.41	161.29
BT, GW	AMA	AWEP	EQIP	OI	314	Mechanical, Large Shrubs, Medium Infestation	Ac	403.11	483.73
BT, GW	AMA	AWEP	EQIP	OI	314	Mechanical, Large Shrubs, Heavy Infestation	Ac	521.88	626.25
BT, GW	AMA	AWEP	EQIP	OI	314	Mechanical & Chemical, Small Shrubs, Medium Infestation	Ac	227.58	273.09
Combustion System Improvement								**Lifespan**	**10 years**
Eligible on land that has been irrigated 2 of the past 5 years only. Engine being replaced must be a functioning gas or diesel engine that serves an existing irrigation system; evidence that engine was completely disabled must be provided before payment is made. Replacement engine must be properly sized for the irrigation system (new or existing). Any HP exceeding system requirements are at the expense of the applicant. Replacement engine must be the highest Tier manufactured for the size engine.									
Associated Practices include: Pumping Plant (533), Irrigation Pipeline (430), Irrigation System, Microirrigation (441), Irrigation System, Sprinkler (442), Irrigation Water Management (449)									
			EQIP		372	IC Engine Repower, < 50 bhp (brake horse power)	HP	105.53	126.64
			EQIP		372	IC Engine Repower, 50 to 99 bhp	HP	83.70	100.44
			EQIP		372	IC Engine Repower, 100 to 199 bhp	HP	109.95	131.94
			EQIP		372	IC Engine Repower, 200 to 299 bhp	HP	131.15	157.37
			EQIP		372	Electric Motor in-lieu of IC Engine, < 74 kW	Ea	2,624.48	3,149.38
			EQIP		372	Electric Motor in-lieu of IC Engine, 75kw to 148 kW	Ea	6,480.22	7,776.26
			EQIP		372	Electric Motor in-lieu of IC Engine, 148 to 221 kW	HP	76.96	92.35
			EQIP		372	Electric Motor in-lieu of IC Engine, 222 to 295 kW	HP	86.93	104.32
Composting Facility								**Lifespan**	**15 years**
Payment is limited to extent required to compost organic materials generated by the applicant's operation only. Must have an approved Comprehensive Nutrient Management plan (CNMP) or Nutrient Management Plan (NMP) prior to application.									
Associated Practices: Critical Area Planting (342), Diversion (362), Fence (382), Heavy Use Area Protection (561),Nutrient Management (590), Roofs and Covers (367), Roof Runoff Structure (558), Structure for water control (587), Subsurface Drain (606), Waste Transfer (634), Underground Outlet (620), Vegetative Treatment Area (635)									
		AWEP	EQIP	OI	317	Composter, Wood walls	SqFt	6.60	7.91
		AWEP	EQIP	OI	317	Composter, Concrete bins	SqFt	9.70	11.64
		AWEP	EQIP	OI	317	Composter, windrow, all weather surface	SqFt	0.92	1.10
		AWEP	EQIP	OI	317	Composter, with compacted earth floor, windrow	SqFt	0.26	0.31
		AWEP	EQIP	OI	317	Composter concrete pad& curbs	SqFt	4.62	5.55
Conservation Cover								**Lifespan**	**5 years**
Pollinator Habitat Scenario: Minimum 1/4 acre of pollinator habitat area recommended for each 25 acres of cropland, established in close proximity to active cropland. Site preparation and seeding is included in all scenarios.									
Associated Practices: Brush Management (314), Nutrient Management (590), Integrated Pest Management (595)									
BT, GW	AMA	AWEP	EQIP		327	Grass	Ac	454.75	497.97
BT, GW	AMA	AWEP	EQIP		327	Native Grass	Ac	433.25	472.16
BT, GW	AMA	AWEP	EQIP		327	Orchard or Vineyard Alleyways (entire acreage)	Ac	97.37	116.85
BT, GW	AMA	AWEP	EQIP		327	Pollinator Habitat	Ac	945.87	1,089.10
				OI	327	Organic Introduced Mix	Ac	1,328.62	1,402.05
				OI	327	Organic Native Mix	Ac	1,529.18	1,642.72
				OI	327	Organic Pollinator Habitat	Ac	1,522.36	1,634.53

Practice					Code	Component	Unit	Reg Cost	HU Cost
Conservation Crop Rotation								**Lifespan 1 year**	
Must meet all criteria in the practice standard for the soil quality criteria including a positive organic matter subfactor value over the life of the rotation, as determined by the Soil Conditioning Index (SCI). Must be change in the typical rotation documented on the farm to have an SCI change eligible for payment. Only management of the system is included in payment. Additional tillage or seeding may be contracted separately based on the existing resource concerns.									
Associated Practices: Residue and Tillage Management - No-Till/Strip Till/Direct Seed (329), Contour Farming (330), Cover Crop (340), Residue and Tillage management - Mulch-Till (345), Stripcropping (585), Nutrient Management (590), Integrated Pest Management (595)									
				OI	328	Organic Rotation	Ac	22.81	27.37
				OI	328	Organic Specialty Crops	Ac	58.30	69.96
Contour Buffer Strips								**Lifespan 5 years**	
Practice includes seedbed preparation and seeding. Payment is for the acres seeded to buffer area only.									
				OI	332	332-Organic Seed, Inc Forgone	Ac	215.57	258.69
Contour Farming								**Lifespan 5 years**	
Associated Practices: Conservation Crop Rotation (328), Residue and Tillage Management - No-Till/ Strip Till/ Direct Seed (329), Cover Crop (340), Residue and Tillage Management, Mulch Till (345), Nutrient Management (590)									
	AMA	AWEP	EQIP	OI	330	Contour Farming	Ac	13.73	16.48
Contour Orchard and Other Perennial Crops									
	AMA	AWEP	EQIP	OI	331	Contour Orchards/Vineyards	Ac	21.89	26.27
Cover Crop								**Lifespan 1 year**	
Must follow a production crop and be followed by a production crop in rotation. May be contracted for one, two or three years on the same land. Must be scheduled in the first year of the contract and for consecutive years. Once a field has been included in a contract, that field is not eligible for cover crop on any future contract even if it was only applied once to that field. All land scheduled for cover crop in any year must be implemented, and the cover allowed to grow at least 60 days after planting, or the contract will be in violation of the terms and conditions. Payment includes seeding immediately following harvest and termination a minimum of 3 weeks prior to planting the subsequent crop.									
Associated practices: Conservation Cover (327), Conservation Crop Rotation (328), Residue and Tillage Management, No-Till/Strip Till/Direct Seed (329), Residue and Tillage Management, Mulch Till (345), Nutrient Management (590), Integrated Pest Management (595)									
	AMA	AWEP	EQIP	EI	340	Cover Crop-small grain or legume	Ac	78.09	93.71
				OI	340	Cover Crop Basic Organic (single species cover)	Ac	96.91	116.29
				OI	340	Cover Crop Organic Mix (multiple species cover)	Ac	124.49	149.39
Critical Area Planting								**Lifespan 10 years**	
Practice may be used to stabilize outlet areas or to establish permanent vegetation on a site nearly void of vegetation due to natural occurrence or a newly constructed conservation practice. Use the Grass/Legume mix-normal tillage scenario for payment for seeding of disturbed areas where grading was already established through the associated practice.									
Associated Practices: Access Control (472), Diversion (362), Obstruction Removal (500), Streambank and Shoreline Protection (580), Subsurface Drain (606), and Underground Outlet (620)									
GW	AMA	AWEP	EQIP	OI, HT	342	Grass/legume mix-normal tillage	Ac	388.18	465.81
				OI	342	Organic Grass/legume mix-normal tillage	Ac	571.21	685.45
GW	AMA	AWEP	EQIP	OI, HT	342	Grass/legume mix-moderate grading	Ac	838.12	1,005.75
GW	AMA	AWEP	EQIP	OI, HT	342	Grass/legume mix-heavy grading	Ac	1,143.96	1,372.75
Diversion								**Lifespan 10 years**	
Associated practices: Critical Area Planting (342), Grassed Waterway (412), Lined Waterway (468), Mulching (484), Structure for Water Control (587), Subsurface Drainage (606), and Underground Outlet (620)									
		AWEP	EQIP	OI, HT	362	Diversion	LnFt	3.41	4.06
		AWEP	EQIP	OI, HT	362	Diversion, Rebuild	LnFt	2.44	2.93
Early Successional Habitat Development & Management								**Lifespan 1 year**	
Mowing and disking may be contracted for payment up to two times on the same land. Wildlife openings and select tree felling may be contracted once on the same land.									
BT, GW			EQIP		647	Mowing	Ac	164.69	197.63
GW			EQIP		647	Disking	Ac	66.90	80.28
GW			EQIP		647	Wildlife Opening, Heavy Density	Ac	1,081.85	1,298.22
BT, GW			EQIP		647	Wildlife Select Tree Felling	Ac	383.81	460.57

Practice					Code	Component	Unit	Reg Cost	HU Cost
Farmstead Energy Improvement								**Lifespan**	**10 years**
Must be supported by the Energy Management Plan or an Energy Audit that is less than five years old.									
				EI	374	Lighting - CFL	Ea	14.34	17.20
				EI	374	Lighting - LED	Ea	26.84	32.21
				EI	374	Lighting - Linear Fluorescent	Ea	341.40	409.68
				EI	374	Ventilation - Exhaust	Ea	1,076.91	1,292.29
				EI	374	Ventilation - HAF	Ea	240.40	288.48
				EI	374	Plate Cooler	Ea	11,319.81	9,433.18
				EI	374	Scroll Compressor	HP	1,650.43	1,375.36
				EI	374	Automatic Controller System	Ea	1,786.91	1,489.09
				EI	374	Motor Upgrade > 100 HP	Ea	12,587.20	15,104.64
				EI	374	Motor Upgrade 10 - 100 HP	Ea	2,877.86	3,453.44
				EI	374	Motor Upgrade > 1 and < 10 HP	Ea	709.63	851.55
				EI	374	Motor Upgrade ≤ 1 HP	Ea	460.83	460.83
				EI	374	Heating - Radiant Tube	Ea	1,007.66	1,209.19
				EI	374	Heating (Building)	kBTU/Hr	31.67	38.00
				EI	374	Sealant	Ft	2.44	2.92
				EI	374	Greenhouse Screens	SqFt	2.36	2.84
				EI	374	Grain Dryer	Bu/Hr	68.95	82.74
				EI	374	Reverse Osmosis <= 200 GPH	Gal/Hr	45.49	54.58
				EI	374	Reverse Osmosis > 200-600 GPH	Gal/Hr	19.97	23.96
				EI	374	Reverse Osmosis >600 GPH or add on	Gal/Hr	13.03	15.64
				EI	374	Enhanced preheater, small	SqFt	289.46	347.36
				EI	374	Enhanced preheater, large	SqFt	161.05	193.26
Fence								**Lifespan**	**20 years**
Livestock operations must have existing fence that effectively contains livestock. Fence that currently contains livestock, regardless of condition, is not eligible for replacement. Only existing livestock (average AUs over the previous 36 months) can be treated as an existing resource concern for all programs.									
Payment is authorized only when needed to implement an approved prescribed grazing plan. Payment is based on the least cost alternative needed to meet the minimum practice standards to address the resource concern regardless what is actually installed. Any additional expenses above the least cost alternative that also meet the standard are borne by the participant. The least cost alternative limitation applies to payments not treatment options.									
CPM.440.515.81.E: *Fence (382) or Access Control (472) is ineligible if the primary purpose is to—*									
** Separate ownership or exclude livestock from transportation networks or residential, commercial, or industrial areas.*									
** Exclude deer, hogs, or other wild animals from cropland.*									
Exception: Boundary fence (property line fence) or perimeter fence is eligible:									
** On land to protect, restore, develop, or enhance habitat for wildlife or to exclude livestock from an environmentally sensitive area, such as a riparian area or wetland.*									
** On land where the fence is an integral part of a conservation management system, such as a planned grazing system that facilitates improved management of grazing land.*									
BT, GW	AMA	AWEP	EQIP	OI	382	Woven Wire	Ft	1.75	2.10
BT, GW	AMA	AWEP	EQIP	OI	382	Electric 2 strand	Ft	1.21	1.45
BT, GW	AMA	AWEP	EQIP	OI	382	Electric 3 strand	Ft	1.60	1.91
BT, GW	AMA	AWEP	EQIP	OI	382	Electric - 4 or more strands	Ft	2.08	2.49
		AWEP	EQIP	OI	382	Chain Link Safety (high hazard area protection only)	Ft	18.10	21.72
Field Border								**Lifespan**	**10 years**
GW	AMA	AWEP	EQIP		386	Field Border-Native, Inc Forgone	Ac	402.06	436.53
GW	AMA	AWEP	EQIP		386	Field Border, Introduced, Inc Forgone	Ac	353.82	378.64
				OI	386	Field Border-Organic Seed, Inc Forgone	Ac	1,233.66	1,288.09
Filter Strip								**Lifespan**	**10 years**
BT	AMA	AWEP	EQIP		393	Filter Strip-Native, Inc Forgone	Ac	433.54	474.31
BT	AMA	AWEP	EQIP		393	Filter Strip, Introduced species, Inc Forgone	Ac	367.27	394.79
				OI	393	Filter Strip, Introduced species, Organic, Inc Forgone	Ac	1,281.07	1,344.99

Practice					Code	Component	Unit	Reg Cost	HU Cost
Firebreak								**Lifespan 5 years**	
As per Forest Stewardship Plan recommendation. Associated Practice: Prescribed Burning (338)									
GW			EQIP		394	Constructed - Medium equipment, flat-medium slopes	Ft	0.24	0.28
GW			EQIP		394	Constructed - Medium equipment, steep slopes	Ft	1.05	1.26
GW			EQIP		394	Vegetated permanent firebreak	Ft	0.41	0.49
GW			EQIP		394	Constructed - Wide, bladed or disked firebreak	Ft	2.13	2.55
Forage and Biomass Planting								**Lifespan 5 years**	
For pasture planting, payment is authorized only when needed to implement an approved prescribed grazing plan. Payment is based on the least cost alternative needed to meet the minimum practice standards to address the resource concern regardless what is actually installed. Any additional expenses above the least cost alternative that also meet the standard are borne by the participant. The least cost alternative limitation applies to payments not treatment options.									
	AMA	AWEP	EQIP		512	Native Perennial Grasses (1 species)	Ac	286.39	343.66
	AMA	AWEP	EQIP		512	Introduced Perennial Cool Season Grasses with legume	Ac	302.59	363.11
	AMA	AWEP	EQIP		512	Legumes	Ac	242.61	291.13
				OI	512	Organic Perennial Cool Season Grasses with legume	Ac	461.50	553.80
				OI	512	Organic - Native Perennial Grasses	Ac	380.96	457.15
Forest Stand Improvement...*As per Forest Stewardship Plan recommendation.*								**Lifespan 10 years**	
GW			EQIP		666	Single Stem Treatment	Ac	313.72	376.47
GW			EQIP		666	Chemical, Ground	Ac	88.36	106.03
GW			EQIP		666	Mechanical, Light Equipment	Ac	115.24	138.29
GW			EQIP		666	Mechanical, Heavy Equipment	Ac	422.02	506.42
GW			EQIP		666	Intensive Management for Wildlife/Forest Health, No Chipping	Ac	595.54	714.65
GW			EQIP		666	Forest opening, heavy density	Ac	1,237.67	1,485.20
Forest Trails and Landings...*As per Forest Stewardship Plan recommendation.*								**Lifespan 5 years**	
GW			EQIP		655	Trail and Landing Installation	Ft	1.59	1.91
GW			EQIP		655	Trail Erosion Control w/o Vegetation, Slopes < 35%	Ft	2.68	3.22
GW			EQIP		655	Trail Erosion Control w/o Vegetation, Slopes >35%	Ft	16.50	19.79
GW			EQIP		655	Grading and Shaping with Vegetative Establishment	Ft	2.63	3.15
GW			EQIP		655	Temporary Stream Crossing	Ea	1,042.57	1,251.09
Fuel Break...*As per Forest Stewardship Plan recommendation.*								**Lifespan 10 years**	
			EQIP		383	FuelBreak	Ac	1,273.94	1,528.72
			EQIP		383	Fuel Break-steep slopes	Ac	2,039.06	2,446.87
			EQIP		383	Fuel Break- Masticator	Ac	1,343.17	1,611.80
			EQIP		383	Fuel Break-Masticator, steep slopes	Ac	1,912.40	2,294.88
Grade Stabilization Structure								**Lifespan 15 years**	
Associated Practices: Diversion (362), Critical Area Planting (342), Grassed Waterway (412), Mulching (484), Underground Outlet (620), Structure for Water Control (587)									
BT		AWEP	EQIP	OI	410	Check Dams	Ton	39.06	46.87
BT		AWEP	EQIP	OI	410	Embankment, Pipe <= 6"	CuYd	4.08	4.89
BT		AWEP	EQIP	OI	410	Embankment, Pipe 8"-12"	CuYd	4.78	5.73
BT		AWEP	EQIP	OI	410	Embankment, Pipe >12"	CuYd	6.13	7.36
BT		AWEP	EQIP	OI	410	Embankment, Soil Treatment (off-site material)	CuYd	6.88	8.25
BT		AWEP	EQIP	OI	410	Pipe Drop, Plastic	SqFt	22.18	26.62
BT		AWEP	EQIP	OI	410	Pipe Drop, Steel	SqFt	12.05	14.47
BT		AWEP	EQIP	OI	410	Weir Drop Structures	SqFt	79.95	95.94
BT		AWEP	EQIP	OI	410	Rock Drop Structures	SqFt	59.05	70.86

Practice					Code	Component	Unit	Reg Cost	HU Cost
Grassed Waterway								**Lifespan**	**10 years**
Practice only includes grading to establish the waterway. Vegetation for waterway is established using Critical Area Planting (342). If an erosion control blanket or mulching for seedbed establishment is needed, use Mulching (484). Vegetation must be established for the grassed waterway to meet standards and be eligible for payment certification.									
Associated Practices: Diversion (362), Critical Area Planting (342), Mulching (484), Underground Outlet (620), Structure for Water Control (587), Subsurface Drainage (606), Water and Sediment Control Basin (638)									
		AWEP	EQIP	OI, HT	412	Base Waterway	Ac	2,895.03	3,428.10
		AWEP	EQIP	OI, HT	412	Grass Waterway with Stone Checks	Ac	4,228.57	5,028.35
Heavy Use Area Protection								**Lifespan**	**10 years**
HUAP's for livestock seasonal containment must be included in an approved Comprehensive Nutrient Management Plan with provisions for managing the deposited manure prior to inclusion in an EQIP contract. Payment is limited to areas intensively used by animals during periods when pastures are not available, based on the number of animals that the available pasture normally supports during the growing season. Larger areas can be treated at applicant's expense. Areas designed exclusively for feeding are not eligible; for areas where feeding and loafing are combined, the area devoted to feeding must be subtracted from the sq footage contracted.									
Select the Rock/Gravel on Geotextile component to stabilize HUAPs used as sacrifice lots when native soil is not stable.									
Payment is authorized only when needed to implement an approved prescribed grazing plan. Payment is based on the least cost alternative needed to meet the minimum practice standards to address the resource concern regardless what is actually installed. Any additional expenses above the least cost alternative that also meet the standard are borne by the participant. The least cost alternative limitation applies to payments not treatment options.									
		AWEP	EQIP	OI	561	Reinforced Concrete with sand or gravel foundation	SqFt	2.92	4.39
		AWEP	EQIP	OI	561	Rock/Gravel on Geotextile	SqFt	0.96	1.44
		AWEP	EQIP	OI	561	Concrete slab with Curb on steep site	SqFt	5.73	8.59
		AWEP	EQIP	OI	561	Bituminous Concrete Pavement	SqFt	3.07	4.61
		AWEP	EQIP	OI	561	Reinforced Concrete with Curbs	SqFt	5.07	7.61
		AWEP	EQIP	OI	561	Concrete pad with Curbs &Buckwall	SqFt	6.69	10.03
Hedgerow Planting								**Lifespan**	**15 years**
	AMA		EQIP	OI	422	Pollinator Habitat	Ft	3.35	4.01
	AMA		EQIP	OI	422	Contour Native	Ft	2.26	2.71
	AMA		EQIP	OI	422	Contour Introduced	Ft	2.38	2.86
	AMA		EQIP	OI	422	Wildlife machine plant	Ft	0.36	0.44
Herbaceous Weed Control								**Lifespan**	**5 years**
Not applicable on cropland (see IPM std 595). Not eligible on any land contracted for vegetation establishment in the establishment year. ***Only one payment per treatment area per five years.***									
BT, GW	AMA	AWEP	EQIP	OI	315	Biological Control	Ac	73.57	88.28
BT, GW	AMA	AWEP	EQIP	OI	315	Mechanical, Hand	Ac	67.41	80.89
BT, GW	AMA	AWEP	EQIP	OI	315	Mechanical	Ac	64.11	76.93
BT, GW	AMA	AWEP	EQIP	OI	315	Chemical, Spot	Ac	38.27	45.92
BT, GW	AMA	AWEP	EQIP	OI	315	Chemical, Ground	Ac	25.66	30.79
BT, GW	AMA	AWEP	EQIP	OI	315	Chemical, Aerial	Ac	37.52	45.03
Integrated Pest Management								**Lifespan**	**5 years**
An integrated pest management plan is required to be developed at the applicant's expense prior to implementing this practice. If the NJ contracting schedule provides for approval of a Conservation Activity Plan at least 3 months before the growing season, and that the plan is expected to be completed prior to April 15, then IPM may be contracted for the same acreage. If contracted, IPM must be scheduled in the first year of the contract. Additional consecutive years, if requested by the applicant, must be for the same fields or for the same crop if located on different fields. All land scheduled for IPM in any year must be implemented or the contract will be in violation of the terms and conditions. Contracts (CPA-1155) should specify a date for providing annual records to the field office for review and certification.									
	AMA	AWEP	EQIP	OI	595	Basic IPM Field 1RC	Ac	10.89	13.06
	AMA	AWEP	EQIP	OI	595	Basic IPM Fruit/Veg 1RC	Ac	62.28	74.74
	AMA	AWEP	EQIP	OI	595	Basic IPM Orchard 1RC	Ac	81.02	97.23
	AMA	AWEP	EQIP	OI	595	IPM S-Farm 1RC (<10 ac multiple crops)	Ea	373.43	448.12

Practice					Code	Component	Unit	Reg Cost	HU Cost
Irrigation Pipeline								**Lifespan**	**20 years**
Pipeline is allowable as a companion practice to a contracted irrigation system. All contracts must include 3 years of Irrigation Water Management to ensure proper utilization of the system. The system design review will include all zones from a single water source, regardless of how much is being implemented under the current contract. All system reviews must be completed prior to installation of the pipeline. For EQIP, the land must have a history of irrigation to be eligible.									
	AMA		EQIP		430	PVC (Iron Pipe Size) ≤ 8"	Lb	1.30	1.95
	AMA		EQIP		430	PVC (Iron Pipe Size) ≥ 10"	Lb	1.08	1.62
	AMA		EQIP		430	HDPE (Iron Pipe Size & Tubing) ≤ 8"	Lb	1.81	2.72
	AMA		EQIP		430	HDPE (Iron Pipe Size & Tubing) ≥ 10"	Lb	1.65	2.47
Irrigation Reservoir								**Lifespan**	**15 years**
			EQIP	EI	436	Excavated Tailwater Pit	CuYd	1.12	1.68
			EQIP	HT	436	Plastic Tank	Gal	0.82	1.23
			EQIP	HT	436	Fiberglass Tank	Gal	0.53	0.79
Irrigation System, Microirrigation								**Lifespan**	**15 years**
All contracts must include 3 years of Irrigation Water Management to ensure proper utilization of the system. The system design review will include all zones from a single water source, regardless of how much is being implemented under the current contract. All system reviews must be completed prior to installation of the mainline, if contracted, or any component of practice 441. For EQIP, the land must have a history of irrigation to be eligible.									
	AMA		EQIP	OI	441	SDI (Subsurface Drip Irrigation)	Ac	1,265.54	1,898.31
	AMA		EQIP	OI, HT	441	Surface PE Perennial Crops	Ac	1,373.68	1,648.42
	AMA		EQIP	OI, HT	441	Surface PE Perennial Crops, Filtered, no Flow Meter	Ac	1,718.35	2,062.02
	AMA		EQIP	OI, HT	441	Surface PE Perennial Filtered, with Flow Meter	Ac	1,968.73	2,362.48
	AMA		EQIP		441	Surface PE Container Nursery	Ac	1,657.08	1,988.50
	AMA		EQIP		441	Surface PE Container Filtered	Ac	2,450.48	2,940.58
	AMA		EQIP	OI, HT	441	Surface Tape Annual Crops	Ac	317.33	380.79
	AMA		EQIP	OI, HT	441	Surface Tape Annual Filtered, no Flow Meter	Ac	1,006.66	1,208.00
	AMA		EQIP	OI, HT	441	Surface Tape Annual Filtered, with Flow Meter	Ac	1,110.73	1,332.87
	AMA		EQIP	OI	441	Microjet	Ac	660.43	792.51
	AMA		EQIP	OI	441	Microjet Filtered	Ac	1,255.48	1,506.57
Irrigation System, Sprinkler								**Lifespan**	**15 years**
All contracts must include 3 years of Irrigation Water Management to ensure proper utilization of the system. The system design review will include all zones from a single water source, regardless of how much is being implemented under the current contract. All system reviews must be completed prior to installation of the mainline, if contracted, or any component of practice 442. For EQIP, the land must have a history of irrigation to be eligible. All scenarios include flow meters.									
	AMA		EQIP	OI	442	Center Pivot System	LnFt	30.50	45.75
	AMA		EQIP	OI	442	Linear Move System	Ft	32.92	49.38
	AMA		EQIP	OI	442	Renovation of Existing Sprinkler System	LnFt	3.01	4.52
Irrigation Water Management								**Lifespan**	**1 year**
All contracts that include any irrigation system or component must include 3 years of Irrigation Water Management to ensure proper utilization of the system. The system design review will include all zones from a single water source, regardless of how much is being implemented under the current contract. For EQIP, the land must have a history of irrigation to be eligible. Contracts should specify a date for providing annual records to the field office for review and certification. The IWM will be scheduled to commence the growing season following the system installation for all acres served by the system.									
Associated Practice: Structure for Water Control (587)									
	AMA	AWEP	EQIP	EI, OI	449	Annual Crops 1st Year Vegetables	Ac	52.04	62.44
	AMA	AWEP	EQIP	EI, OI	449	Annual Crops 1st Year Vegetables with Data Logger	Ac	82.07	98.49
	AMA	AWEP	EQIP	EI, OI	449	Annual Crops 2nd and 3rd Year Vegetables	Ac	26.87	32.25
	AMA	AWEP	EQIP	EI, OI	449	Perennial Crops 1st Year Orchards	Ac	60.58	72.70
	AMA	AWEP	EQIP	EI, OI	449	Perennial Crops 1st Year Orchards w. Data Logger	Ac	90.62	108.75
	AMA	AWEP	EQIP	EI, OI	449	Perennial Crops 2nd-3rd Year Orchards	Ac	35.42	42.50
	AMA	AWEP	EQIP	EI, OI	449	Field Crops (Grains) 1st Year	Ac	21.85	26.23
	AMA	AWEP	EQIP	EI, OI	449	Field Crops (Grains) 1st Year with Data Logger	Ac	33.87	40.64
	AMA	AWEP	EQIP	EI, OI	449	Field Crops (Grains) 2nd and 3rd Year	Ac	14.16	17.00

Practice					Code	Component	Unit	Reg Cost	HU Cost
Karst Sinkhole Treatment								**Lifespan**	**10 years**
			EQIP		527	Linear Opening	LnFt	243.86	292.63
			EQIP		527	Circular Opening	SqFt	9.94	11.93
Lined Waterway or Outlet								**Lifespan**	**15 years**
Vegetation for grassed waterway with stone center is established using Critical Area Seeding (342).									
Associated practices are Subsurface Drain (606), Underground Outlet (620), Structure for Water Control (587), Grassed Waterway (412), Lined Outlet (468),and Critical Area Seeding (342).									
		AWEP	EQIP		468	Turf Reinforced Matting	SqFt	1.03	1.24
		AWEP	EQIP		468	Rock Lined - 12" thickness	SqFt	3.13	3.76
		AWEP	EQIP		468	Rock Lined - 24" thickness	SqFt	4.69	5.63
		AWEP	EQIP		468	Grassed waterway with stone center	SqFt	2.27	2.73
Mulching								**Lifespan**	**1 year**
CPM 515.91 J: Payment for weed & pest control or management is prohibited, except when required to establish another conservation practice.									
GW	AMA	AWEP	EQIP	OI	484	Natural Material - Full Coverage	Ac	405.73	486.88
GW	AMA	AWEP	EQIP	OI	484	Natural Material - Partial Coverage	Ac	38.09	45.71
	AMA	AWEP	EQIP	OI	484	Erosion Control Blanket	SqFt	0.15	0.18
	AMA	AWEP	EQIP	OI	484	Synthetic Material (geotextile for erosion control)	Ac	8,929.80	10,715.76
	AMA		EQIP	OI	484	Leaf Mulching	Ac	62.96	75.55
Nutrient Management								**Lifespan**	**1 year**
A nutrient management plan is required to be developed at the applicant's expense prior to implementing this practice. If the NJ contracting schedule provides for approval of a Conservation Activity Plan at least 3 months before the growing season, and that the plan is expected to be completed prior to April 15, then Nutrient Management may be contracted for the same acreage through a separate contract. If contracted, Nutrient Management must be scheduled in the first year of the contract. Additional consecutive years, if requested by the applicant, must be for the same fields or for the same crop if located on different fields. All land scheduled for Nutrient Management in any year must be implemented or the contract will be in violation of the terms and conditions. Contracts (CPA-1155) should specify a date for providing annual records to the field office for review and certification.									
	AMA	AWEP	EQIP		590	Basic NM System	Ac	13.58	16.30
				OI	590	Basic Organic NM System	Ac	17.76	21.31
	AMA	AWEP	EQIP		590	Small Farm/Diversified (<10 ac multiple crops)	Ea	603.38	724.05
	AMA	AWEP	EQIP		590	Basic NM system with manure	Ac	21.00	25.19
	AMA	AWEP	EQIP		590	Enhanced Nutrient Mgt	Ac	36.46	43.75
	AMA	AWEP	EQIP		590	Precision NM System	Ac	21.52	25.82
Obstruction Removal….*allowed as a companion practice only, when required by site conditions.*								**Lifespan**	**10 years**
		AWEP	EQIP		500	Removal and Disposal of Brush and Trees < 6 inch Diameter	Ac	550.51	825.76
BT		AWEP	EQIP		500	Removal and Disposal of Fence	LnFt	0.47	0.70
		AWEP	EQIP		500	Removal and Disposal of Steel and or Concrete Structures	SqFt	2.10	3.15
		AWEP	EQIP		500	Removal and Disposal of Wood Structures	SqFt	0.38	0.58
Pipeline								**Lifespan**	**20 years**
Payment is authorized when needed to implement an approved prescribed grazing plan. Payment is based on the least cost alternative needed to meet the minimum practice standards to address the resource concern regardless what is actually installed. Any additional expenses above the least cost alternative that also meet the standard are borne by the participant. The least cost alternative limitation applies to payments not treatment options.									
BT	AMA	AWEP	EQIP	OI	516	PVC, 2" or less, buried	LnFt	1.98	2.38
BT	AMA	AWEP	EQIP	OI	516	PVC, Over 2", buried	LnFt	4.11	4.93
Pond Sealing or Lining, Bentonite Sealant								**Lifespan**	**15 years**
			EQIP		521C	Bentonite Treatment - Uncovered	CuYd	32.48	38.97
			EQIP		521C	Bentonite Treatment - Covered	CuYd	35.54	42.65
Pond Sealing or Lining, Compacted Clay Treatment								**Lifespan**	**15 years**
			EQIP		521D	Material haul < 1 mile	CuYd	9.53	11.43
			EQIP		521D	Material haul > 1 mile	CuYd	10.06	12.07

Practice					Code	Component	Unit	Reg Cost	HU Cost
Pond Sealing or Lining, Flexible Membrane								**Lifespan**	**20 years**
			EQIP		521A	Flexible Liner with leak detection line	SqFt	1.19	1.42
Prescribed Burning								**Lifespan**	**1 year**
BT, GW			EQIP		338	Understory Burn	Ac	69.41	83.29
BT, GW			EQIP		338	Site Preparation	Ac	166.44	199.73
BT, GW			EQIP		338	Herbaceous Fuel	Ac	32.93	39.51
Prescribed Grazing								**Lifespan**	**1 year**
Must have an approved grazing management plan before contract obligation. Can be contracted for up to three consecutive years in a contract following implementation of all supporting practices. *Pasture Deferment scenario: Only applicable when deferring the pasture for a minimum of 90 days during the growing season to manage resource concerns. Records of dates out and monitoring are required to determine when desired objectives of deferment are met.*									
BT, GW	AMA	AWEP	EQIP	OI	528	Pasture Standard (rotation cycle in weeks)	Ac	28.17	33.80
BT, GW	AMA	AWEP	EQIP	OI	528	Pasture Intensive (rotation cycle in days)	Ac	54.94	65.92
BT, GW	AMA	AWEP	EQIP	OI	528	Pasture Deferment	Ac	27.89	28.88
Pumping Plant								**Lifespan**	**15 years**
Companion practice; only authorized to support another conservation practice. *For livestock pumps, payment is authorized when needed to implement an approved prescribed grazing plan. Payment is based on the least cost alternative needed to meet the minimum practice standards to address the resource concern regardless what is actually installed. Any additional expenses above the least cost alternative that also meet the standard are borne by the participant. The least cost alternative limitation applies to payments not treatment options.*									
BT	AMA		EQIP	EI	533	Electric Powered Pump ≤ 3 Hp (conversion to drip or livestock water only)	Ea	602.38	903.57
BT	AMA		EQIP	EI	533	Electric Powered Pump >3 to 10 HP (conversion to drip or livestock water only)	Ea	2,715.21	4,072.82
BT	AMA		EQIP	EI	533	Photovoltaic Powered Pump (livestock watering)	Ea	2,095.74	3,143.60
			EQIP	EI	533	Variable Frequency Drive	HP	73.40	110.10
			EQIP	EI	533	Internal Combustion Powered Pump > 7½ to 75 HP (tailwater recovery only)	Ea	6,757.57	1,068.87
			EQIP	EI	533	Internal Combustion Powered Pump > 75 HP (tailwater recovery only)	Ea	9,362.40	14,043.60
			EQIP	EI	533	Electric or Ram Manure Pump	Ea	3,387.25	5,080.87
			EQIP	EI	533	Large piston Manure Pump	Ea	15,980.18	23,970.27
			EQIP	EI	533	1 hp pump or Siphon or Flout	Ea	301.09	451.64
All Residue and Tillage Management Practices: *A resource concern must be present on the land contracted which can be addressed through the application of a new residue management system. Must be scheduled for all acres in the first year of the contract. Additional consecutive years, if requested by the applicant, must be for the same fields (can be different crops). Additional fields for other years would be considered a separate application for funding. All land scheduled for Residue Management in any year must be implemented or the contract will be in violation of the terms and conditions.*									
Residue & Tillage Mgt, No-Till								**Lifespan**	**1 year**
				EI	329	No-Till/Strip Till	Ac	26.59	31.91
				OI	329	Organic No-Till/Strip Till	Ac	29.89	35.87
Residue & Tillage Mgt, Mulch-till								**Lifespan**	**1 year**
				EI, OI	345	Mulch till-Basic	Ac	10.85	13.01
Restoration and Management of Rare and Declining Habitats								**Lifespan**	**1 year**
Topographic feature creation components for areas 5 acres or less in size. For larger project areas (total area to be manipulated annually under a contract), use Wetland Wildlife Habitat Management.									
BT, GW			EQIP		643	Monitoring, & Management, Low Intensity and Complexity - No Foregone Income	Ac	12.48	14.97
BT, GW			EQIP		643	Topographic Feature Creation, Low Complexity & Intensity - No Foregone Income	Ac	210.97	253.17
BT, GW			EQIP		643	Topographic Feature Creation, Medium Complexity & Intensity, Foregone Income	Ac	815.26	932.37
BT, GW			EQIP		643	Topographic Feature Creation, High Complexity & Intensity - Includes Foregone Income	Ac	978.52	1,128.29

Practice					Code	Component	Unit	Reg Cost	HU Cost
Riparian Forest Buffer								**Lifespan**	**15 years**
BT	AMA	AWEP	EQIP	OI	391	Bare-root, hand planted	Ac	2,679.00	3,168.86
BT	AMA	AWEP	EQIP	OI	391	Bare-root, machine planted	Ac	2,434.54	2,875.51
BT	AMA	AWEP	EQIP	OI	391	Small container, hand planted (<= 1 gallon)	Ac	4,684.59	5,575.57
BT	AMA	AWEP	EQIP	OI	391	Large container, hand planted (> 1 gallon)	Ac	5,060.33	6,026.46
Riparian Herbaceous Cover								**Lifespan**	**5 years**
BT	AMA	AWEP	EQIP	OI	390	Native Seeding Cropland	Ac	1,201.57	1,395.95
BT	AMA	AWEP	EQIP	OI	390	Native Seeding Pasture	Ac	987.18	1,181.56
Road / Trail / Landing Closure and Treatment								**Lifespan**	**10 years**
			EQIP		654	Road/Trail Abandonment/Rehabilitation (Light)	Ft	3.14	3.77
			EQIP		654	Road/Trail/Landing Closure and Treatment, <35% hillslope	Ft	5.07	6.08
			EQIP		654	Road/Trail/Landing Closure and Treatment, >35% hillslope	Ft	8.63	10.35
Roof Runoff Structure								**Lifespan**	**15 years**
Gutter components include downspouts.									
Associated practices are Underground Outlet (620), Lined Outlet (468),and Critical Area Planting (342).									
		AWEP	EQIP		558	Roof Gutter	LnFt	7.35	8.82
		AWEP	EQIP		558	Roof Gutter with Fascia	Ft	10.65	12.78
		AWEP	EQIP		558	Concrete Curb	LnFt	19.85	23.82
		AWEP	EQIP		558	Trench Drain	LnFt	10.56	12.67
Roofs and Covers								**Lifespan**	**10 years**
Only allowable when (1) site conditions (slope, soil type or distance to water) prevent the use of a vegetative area for treatment of contaminated outflow or (2) the manure is being utilized as a nutrient source on the applicant's cropland and a CNMP has been approved. If a reasonable site exists that would not require the use of a facility cover, the practice is not authorized. There is no limit to the use of side curtains for HUAPs if installed at the applicant's expense. However, if a facility is modified to add full height permanent walls (allowable on one or two sides only), the applicant shall obtain a design check from a NJ licensed professional engineer including the wall design and verification of the structural adequacy of the roof structure.									
		AWEP	EQIP		367	Flexible Roof	SqFt	5.68	6.82
		AWEP	EQIP		367	Timber Frame Roof	SqFt	5.51	6.61
		AWEP	EQIP		367	Timber Frame Roof, complex foundation	SqFt	6.12	7.34
Seasonal High Tunnel for Crops								**Lifespan**	**4 years**
				OI, HT	798	Contiguous US	SqFt	2.74	3.28
Sediment Basin								**Lifespan**	**20 years**
Associated practice(s): Critical Area Planting (342), Mulching (484), Structure for Water Control (587), Pond Sealing or Lining (521A,521B,521C,521D)									
		AWEP	EQIP		350	Excavated volume	CuYd	1.76	2.11
		AWEP	EQIP		350	Embankment earthen basin with no pipe	CuYd	1.76	2.11
		AWEP	EQIP		350	Embankment earthen basin with pipe	CuYd	4.23	5.07
Solid/Liquid Waste Separation Facility								**Lifespan**	**15 years**
Associated practices include Nutrient Management (590), Composting Facility (317), Heavy Use Area Protection (561), Waste Storage Facility (313), Waste Transfer (634), Pumping Plant (533), Vegetated Treatment Area (635), Pond Lining or Sealing (521A-D), Roofs and Covers (367) and Waste Treatment (629)									
		AWEP	EQIP		632	Mechanical Separation Facility, <= 150 AU	Ea	25,572.16	30,686.60
		AWEP	EQIP		632	Mechanical Separation Facility, Large, > 150 AU	Ea	35,661.29	42,793.54
		AWEP	EQIP		632	Earthen Settling Structure	CuFt	0.39	0.47
		AWEP	EQIP		632	Concrete Basin	CuFt	5.33	6.40
		AWEP	EQIP		632	Concrete Sand Settling Lane	SqFt	6.02	7.22
Spoil Spreading								**Lifespan**	**1 year**
		AWEP	EQIP		572	Spoil Spreading	CuYd	1.00	1.49
Spring Development								**Lifespan**	**20 years**
BT			EQIP	OI	574	Spring Development laterals	Ea	3,220.66	3,864.79
BT			EQIP	OI	574	Spring Development no lateral	Ea	1,905.67	2,286.80

Practice					Code	Component	Unit	Reg Cost	HU Cost
Stream Crossing								**Lifespan**	**10 years**
BT		AWEP	EQIP	OI	578	Bridge	SqFt	33.23	39.88
BT		AWEP	EQIP	OI	578	Culvert installation	InFt	6.02	7.23
BT		AWEP	EQIP	OI	578	Stream Crossing Ramp only	SqFt	4.61	5.53
BT		AWEP	EQIP	OI	578	Stream Crossing Ramps and channel	SqFt	3.92	4.70
Stream Habitat Improvement								**Lifespan**	**15 years**
Consult Biologist for plan review and component guidance.									
BT			EQIP		395	Riparian Zone Improvement-Forested (must treat stream bottom and bank together)	Ac	8,152.39	9,782.87
BT			EQIP		395	Instream wood placement	Ac	11,440.73	13,728.88
BT			EQIP		395	Instream rock placement	Ac	9,827.68	11,793.22
BT			EQIP		395	Rock and wood structures	Ac	21,058.81	25,270.58
BT			EQIP		395	Fish Barrier	CuYd	6,703.46	8,044.16
BT			EQIP		395	Cribbing Mudsill 10 section	Ea	567.32	680.79
BT			EQIP		395	Midstream Structure - 10 Boulders or 3 mid str log structures	Ea	374.65	449.57
BT			EQIP		395	Deflector, Rock <= 80 ton	Ea	1,984.06	2,380.87
BT			EQIP		395	Deflector, Rock > 80 ton	Ea	3,327.57	3,993.08
BT			EQIP		395	Defector Group of 3 Root Wads	Ea	1,865.95	2,239.15
BT			EQIP		395	Cross Vane Rock or Rock/log	Ea	2,123.16	2,547.79
Streambank and Shoreline Protection								**Lifespan**	**20 years**
BT			EQIP		580	Vegetative	LnFt	15.62	18.74
BT			EQIP		580	Bioengineered	LnFt	37.68	45.22
BT			EQIP		580	Structural, > 5 ft bank	LnFt	109.77	131.73
BT			EQIP		580	Structural small, banks less than 4 ft	LnFt	56.54	67.87
Stripcropping								**Lifespan**	**5 years**
	AMA	AWEP	EQIP	OI	585	Stripcropping - water erosion	Ac	10.05	12.06
	AMA	AWEP	EQIP	OI	585	Stripcropping - wind erosion	Ac	5.42	6.50
Structure for Water Control								**Lifespan**	**20 years**
Companion practice; only authorized to support another conservation practice.									
Unit of measure "In. - Ft." = flashboard weir length in inches multiplied by the outlet length in feet.									
Associated Practices: Critical Area Seeding (342), Irrigation Water Management (449), Irrigation Land Leveling (464), Irrigation Canal or Lateral (320), Irrigation System, Tailwater Recovery (447), Dike (356), and Grade Stabilization Structure (410)									
BT		AWEP	EQIP	OI	587	Inlet Flashboard Riser, Metal	In. - Ft.	2.87	3.44
BT		AWEP	EQIP	OI	587	Inline Flashboard Riser, Metal	In. - Ft.	3.04	3.65
BT		AWEP	EQIP	OI	587	Commercial Inline Flashboard Riser	In. - Ft.	3.78	4.53
BT		AWEP	EQIP	OI	587	Culvert <30 inches HDPE	In. - Ft.	1.72	2.07
BT		AWEP	EQIP	OI	587	Water Bar	Ea	584.84	701.80
BT		AWEP	EQIP	OI	587	Grated Dropbox	Ea	934.16	1,120.99
BT		AWEP	EQIP	OI	587	Slide Gate	Ft	1,327.43	1,592.92
BT		AWEP	EQIP	OI	587	Flap Gate	Ft	1,243.81	1,492.57
BT		AWEP	EQIP	OI	587	Flap Gate w/ Concrete Wall	CuYd	911.70	1,094.04
BT		AWEP	EQIP	OI	587	Rock Checks for Water Surface Profile	Ton	39.86	47.83
	AMA	AWEP	EQIP	OI	587	Flow Meter with Mechanical Index	Inch	64.97	97.46
	AMA	AWEP	EQIP	OI	587	Flow Meter with Electronic Index	Inch	77.29	115.94
Subsurface Drain….*allowed as a companion practice only, when required by site conditions.*								**Lifespan**	**20 years**
		AWEP	EQIP	HT	606	Corrugated Plastic Pipe (CPP), Single-Wall, ≤ 6"	Ft	2.87	4.06
		AWEP	EQIP	HT	606	Enveloped Corrugated Plastic Pipe (CPP), Single-Wall, ≤ 6"	Ft	3.43	4.86
Terrace								**Lifespan**	**10 years**
		AWEP	EQIP	OI	600	Terrace, Gradient	Ft	2.88	3.45
		AWEP	EQIP	OI	600	Terrace, Storage	Ft	3.76	4.51
		AWEP	EQIP	OI	600	Terrace, Gradient Rebuild	Ft	2.09	2.50
		AWEP	EQIP	OI	600	Terrace, Storage Rebuild	Ft	2.92	3.51

Practice					Code	Component	Unit	Reg Cost	HU Cost
Tree & Shrub Establishment								**Lifespan**	**15 years**
GW			EQIP	OI	612	Individual tree - hand planting w/browse protection	Ea	2.48	2.97
GW			EQIP	OI	612	Individual tree - hand planting	Ea	0.89	1.06
GW			EQIP	OI	612	Shrub Planting	Ac	431.02	517.22
GW			EQIP	OI	612	Hardwood Planting 1-3gal pots	Ac	2,190.15	2,628.18
Tree & Shrub Site Preparation								**Lifespan**	**1 year**
GW			EQIP		490	Mechanical, Heavy	Ac	152.49	182.99
GW			EQIP		490	Mechanical, Light	Ac	69.06	82.88
GW			EQIP		490	Chemical, Ground Application	Ac	125.38	150.46
			EQIP	EI, OI	490	Windbreak, Site Preparation	Ac	191.43	229.72
Underground Outlet								**Lifespan**	**20 years**
Companion practice; only authorized to support another conservation practice. "Riser" means above ground riser for temporary storage of above ground ponded water. *Associated Practices: Lined Waterway(468), Structure for Water Control (587)*									
		AWEP	EQIP	HT	620	UO <= 6"	Ft	4.49	6.36
		AWEP	EQIP	HT	620	UO <= 6" w Riser	Ft	4.74	5.68
		AWEP	EQIP	HT	620	6" < UO <=12"	Ft	8.37	10.05
		AWEP	EQIP	HT	620	6" <UO <=12" w Riser	Ft	9.65	11.58
		AWEP	EQIP	HT	620	12" < UO <=18"	Ft	16.19	19.42
		AWEP	EQIP	HT	620	18" < UO <=24"	Ft	24.49	29.38
		AWEP	EQIP	HT	620	24" < UO <=30"	Ft	32.90	39.48
		AWEP	EQIP	HT	620	UO >30"	Ft	41.40	49.69
Upland Wildlife Habitat Management								**Lifespan**	**1 year**
BT, GW			EQIP		645	Establish Annual Vegetation - Broadcast w/ Fertilization	Ac	204.93	245.92
BT, GW			EQIP		645	Establish Annual Vegetation - Broadcast; No Fertilization	Ac	115.61	138.74
BT, GW			EQIP		645	Establish Annual Vegetation - Drill w/ Fertilization	Ac	201.18	241.42
BT, GW			EQIP		645	Establish Annual Vegetation - Drill; No Fertilization	Ac	111.86	134.24
BT, GW			EQIP		645	Herbaceous Hand treatment, Invasive or Weed Species Control	Ac	210.13	252.15
BT, GW			EQIP		645	Wood Stemmed, Hand treatment, Invasive or Weed Species Control	Ac	210.13	252.15
Vegetated Treatment Area								**Lifespan**	**10 years**
			EQIP		635	VTA-surface application-gravity flow	SqFt	0.13	0.16
			EQIP		635	Wastewater is Pumped up to the VTA	SqFt	0.24	0.29
			EQIP		635	VTA with Minor Grading	SqFt	0.14	0.16
			EQIP		635	VTA using an Existing Vegetative Area with Complex Distr	SqFt	0.18	0.21
			EQIP		635	VTA using an Existing Vegetative Area with Gated pipe or sprinkler system	SqFt	0.07	0.08
Waste Facility Closure								**Lifespan**	**15 years**
		AWEP	EQIP		360	Demolition of Concrete Waste Storage Structure	CuFt	1.91	2.29
Waste Storage Facility								**Lifespan**	**15 years**
Applicants must have a Comprehensive Nutrient Management plan (CNMP) in place prior to application for a waste storage facility. No TSP funds may be added to EQIP contracts to develop CNMPs; producers interested in receiving financial assistance to develop a CNMP may sign up for a Conservation Activity Plan (std 102). *Associated Practices: Fence (382), Critical Area Planting (342), Nutrient Management (590), Waste Transfer (634), Heavy Use Area Protection (561), Solid/Liquid Waste Separation Facility (632), Waste Treatment (629), and Pumping Plant (533).*									
		AWEP	EQIP		313	Above Ground Steel/Concrete < 25K ft3 storage	CuFt	2.07	2.48
		AWEP	EQIP		313	Above Ground Steel/Concrete 25-100K ft3 storage	CuFt	1.64	1.96
		AWEP	EQIP		313	Above Ground Steel/Concrete >100-200K ft3 storage	CuFt	1.50	1.81
		AWEP	EQIP		313	Dry Stack,<2K Conc Fl walls	SqFt	13.93	16.72
		AWEP	EQIP		313	Dry Stack, 2K> Concr Fl wall	SqFt	11.70	14.04
Waste Storage Facility *continued*								**Lifespan**	**15 years**

Practice					Code	Component	Unit	Reg Cost	HU Cost
Applicants must have a Comprehensive Nutrient Management plan (CNMP) in place prior to application for a waste storage facility. No TSP funds may be added to EQIP contracts to develop CNMPs; producers interested in receiving financial assistance to develop a CNMP may sign up for a Conservation Activity Plan (std 102). *Associated Practices: Fence (382), Critical Area Planting (342), Nutrient Management (590), Waste Transfer (634), Heavy Use Area Protection (561), Solid/Liquid Waste Separation Facility (632), Waste Treatment (629), and Pumping Plant (533).*									
		AWEP	EQIP		313	Dry Stack, concrete floor, wood wall	SqFt	8.27	9.92
		AWEP	EQIP		313	Conc Tank, buried <5K	CuFt	5.48	6.58
		AWEP	EQIP		313	Conc Tank, buried 5K<15K	CuFt	2.63	3.15
		AWEP	EQIP		313	Conc Tank, Buried 15K<25K	CuFt	2.07	2.48
		AWEP	EQIP		313	Conc Tank, Buried 25K<50K	CuFt	1.78	2.13
		AWEP	EQIP		313	Conc Tank, Buried 50K<75K	CuFt	1.40	1.68
		AWEP	EQIP		313	Conc Tank, Buried 75K<110K	CuFt	1.19	1.42
		AWEP	EQIP		313	Conc Tank, Buried 110K or >	CuFt	0.97	1.17
Waste Transfer **Lifespan 15 years** *Multiple components may be selected to build a system appropriate for the site. All components must be contracted under one contract item. No contracted component may be paid until all components are implemented.* *Associated Practices: Solid/Liquid Waste Separation Facility (632), Waste Storage Facility (313), Composting Facility (317), Waste Treatment (629), and Pumping Plant (533).*									
		AWEP	EQIP		634	Inlet +Recep Pit (<1000 gal) + pipe	Gal	5.14	6.17
		AWEP	EQIP		634	Inlet +Recep Pit (1k to 5K gal) + pipe	Gal	2.37	2.84
		AWEP	EQIP		634	Inlet+Reception pit (> 5000 gal)	Gal	2.05	2.46
		AWEP	EQIP		634	Concrete channel	SqFt	11.94	14.32
		AWEP	EQIP		634	Concrete channel to Pushoff=> 20LF	SqFt	13.89	16.66
		AWEP	EQIP		634	Concrete channel to Basin	SqFt	17.72	21.26
		AWEP	EQIP		634	Concrete Channel to Basin to pipe	SqFt	20.37	24.44
		AWEP	EQIP		634	Small Manure Flush System	Gal	10.53	12.64
		AWEP	EQIP		634	Pipe Manure Flush System	Ft	43.64	52.37
		AWEP	EQIP		634	Hopper with > 40 ft of 24" pipe	Ft	91.90	110.29
		AWEP	EQIP		634	Hopper with < 40 ft of 24" pipe	Ft	152.46	182.95
		AWEP	EQIP		634	Transfer line, 30 in. diameter pipe	Ft	70.66	84.79
		AWEP	EQIP		634	Transfer line, low-pressure 12"	Ft	39.18	47.02
		AWEP	EQIP		634	Transfer line, low-pressure 10"	Ft	17.82	21.38
		AWEP	EQIP		634	Transfer line, with pressure, 6"	Ft	9.74	11.69
		AWEP	EQIP		634	Agitator for mixing basin contents < 10 ft. deep.	Ea	9,035.91	10,843.09
		AWEP	EQIP		634	Agitator for mixing basin contents 10 to 15 ft. deep	Ea	13,860.28	16,632.33
		AWEP	EQIP		634	Short scrape, alley with push-off	Ea	3,211.36	3,853.64
		AWEP	EQIP		634	Lot runoff (inlet box, pipe and pump tank)	Ea	3,506.89	4,208.27
		AWEP	EQIP		634	Lot runoff (box and pipe)	Ea	1,729.43	2,075.31
Water & Sediment Control Basin **Lifespan 10 years**									
			EQIP		638	Water and Sediment Control Basin	Ft	16.08	19.24
Water Well **Lifespan 20 years** *Livestock operations only; only when replacing an existing surface water supply with an existing water quality resource concern. Payment is authorized when needed to implement an approved prescribed grazing plan. Payment is based on the least cost alternative needed to meet the minimum practice standards to address the resource concern regardless what is actually installed. Any additional expenses above the least cost alternative that also meet the standard are borne by the participant. The least cost alternative limitation applies to payments not treatment options.*									
	AMA	AWEP	EQIP	OI	642	Typical Well, 6"	LnFt	16.46	21.95

Practice					Code	Component	Unit	Reg Cost	HU Cost
Watering Facility								**Lifespan**	**20 years**
Payment is authorized when needed to implement an approved prescribed grazing plan. Payment is based on the least cost alternative needed to meet the minimum practice standards to address the resource concern regardless what is actually installed. Any additional expenses above the least cost alternative that also meet the standard are borne by the participant. The least cost alternative limitation applies to payments not treatment options.									
	AMA	AWEP	EQIP	OI	614	Frost Proof Trough (2 Ball)	Ea	935.93	1,123.12
	AMA	AWEP	EQIP	OI	614	Gravity Concrete Trough	Ea	1,314.66	1,577.60
	AMA	AWEP	EQIP	OI	614	Portable Trough	Ea	142.08	170.50
	AMA	AWEP	EQIP	OI	614	Portable Trough with Hydrant	Ea	184.98	221.98
	AMA	AWEP	EQIP	OI	614	Storage Tank	Ea	964.04	1,156.85
Wetland Enhancement								**Lifespan**	**15 years**
BT			EQIP		659	Enhanced wetland Topography (includes shallow pools)	Ac	700.54	840.65
Wetland Restoration								**Lifespan**	**15 years**
BT			EQIP		657	Hydrologic restoration, Heavy Equipment	Ac	3,778.89	4,534.67
BT			EQIP		657	Hydrologic restoration with embankment, heavy equipment	Ac	4,904.95	5,885.94
Wetland Wildlife Management								**Lifespan**	**1 year**
BT, GW			EQIP		644	Topographic Feature Creation, Low	Ac	105.49	126.58
BT, GW			EQIP		644	Topographic Feature Creation, Medium	Ac	522.47	581.03
BT, GW			EQIP		644	Topographic Feature Creation, High	Ac	604.10	678.99
BT, GW			EQIP		644	Establish Annual Vegetation - Broadcast with Fertilization	Ac	414.37	451.30
BT, GW			EQIP		644	Establish Annual Vegetation - Broadcast; No Fertilization	Ac	325.05	344.12
BT, GW			EQIP		644	Establish Annual Vegetation - Drill w/ Fertilization	Ac	410.62	446.80
BT, GW			EQIP		644	Establish Annual Vegetation - Drill; No Fertilization	Ac	321.30	339.62
BT, GW			EQIP		644	Herbaceous Hand treatment, Invasive or Weed Species Control	Ac	210.13	252.15
BT, GW			EQIP		644	Wood Stemmed, Hand treatment, Invasive or Weed Species Control	Ac	210.13	252.15
Windbreak/Shelterbelt Establishment								**Lifespan**	**15 years**
Payment is based on the windbreak length, regardless of number of rows.									
	AMA		EQIP	EI, OI	380	Multi-row Tree/shrub, containerized stock	Ft	3.98	4.77

BT	Working Lands for Wildlife, Bog turtle initiative
GW	Working Lands for Wildlife, Golden Winged warbler initiative
AMA	Agricultural Management Assistance Program
AWEP	Agricultural Water Enhancement Program
EQIP	Environmental Quality Incentives Program
EI	EQIP Energy Initiative
OI	EQIP Organic Initiative
HT	EQIP Seasonal High Tunnel Initiative

Component descriptions of the typical before and after conditions, as well as the listing of materials, equipment, labor etc. used to develop payment rates, are available on the NJ efotg (http://efotg.sc.egov.usda.gov/treemenuFS.aspx) and at http://www.nj.nrcs.usda.gov/technical/planning/practices.html.

Appendix C – Sample Contract

UPPER COHANSEY RIVER WATERSHED AGRICULTURAL MINI-GRANT PROGRAM
MEMORANDUM OF AGREEMENT
TITLE OF CONSERVATION PRACTICE
Agreement No. _____

This Agreement, made on **MONTH**, **DAY**, **YEAR** ("Effective Date"), by and between **MINI-GRANT PROGRAM PARTICIPANT**, located at **ADDRESS**, and Rutgers, The State University of New Jersey, having its Office for the Rutgers Cooperative Extension Water Resources Program at 14 College Farm Road, New Brunswick, New Jersey 08901 (hereinafter referred to as **"RUTGERS**"). The **MINI-GRANT PROGRAM PARTICIPANT** and RUTGERS are collectively referred to as the "parties" and individually as "party".

WITNESSETH

WHEREAS, RUTGERS has secured funding through a Section 319(h) NPS Pollution Control and Management Implementation Grant from NJDEP Division of Watershed Management ("Mini-Grant Program") and is in the process of implementing watershed restoration and protection through agricultural management practice ("AMP") projects to protect water quality and quantity in the Upper Cohansey River Watershed and provide demonstration opportunities for communities throughout New Jersey; and

WHEREAS, the **MINI-GRANT PROGRAM PARTICIPANT** desires to collaborate with RUTGERS on a **TITLE OF CONSERVATION PRACTICE** project at **SITE NAME** in **TOWN/CITY** ("Site") to provide environmental benefits, including reductions in runoff and water quality protection, which will enhance the Upper Cohansey River Watershed as well as public health and welfare for the citizens of the County of **COUNTY NAME** ("**TITLE OF CONSERVATION PRACTICE**" or "Project"); and

WHEREAS, RUTGERS intends to provide certain site-survey and installation services to the **MINI-GRANT PROGRAM PARTICIPANT** for such Project in an effort to satisfy the goals of the *Mini-Grant Program*; and

WHEREAS, RUTGERS requires limited access to the Site to conduct a site survey(s) and to conduct post-construction site visits for assessment and educational purposes; and

WHEREAS, the **MINI-GRANT PROGRAM PARTICIPANT** and RUTGERS wish to cooperate with each other to fully execute and complete the Project in accordance with the aims and intent of the *Mini-Grant Program* and the terms and conditions herein and in the *Upper Cohansey River Watershed Agricultural Mini-Grant Program Guide*.

NOW THEREFORE, the parties hereto agree as follows:

1. Scope of Work; Term. The **TITLE OF CONSERVATION PRACTICE** Project, as more fully described in the Scope of Work attached hereto as Attachment A, shall commence on the Effective Date and continue through **MONTH**, **DAY**, **YEAR** ("Term").

2. **MINI-GRANT PROGRAM PARTICIPANT** Technical Representative. The **MINI-GRANT PROGRAM PARTICIPANT** shall appoint **NAME OF REPRESENTATIVE** as technical or scientific representative on the Project.

3. Confidential Information. All information belonging to one party and given to the other under this Agreement shall be used only for the purposes given and shall be held in confidence by the receiving party for three (3) years after expiration of this Agreement so long as such information (i) remains unpublished by the giving party or does not otherwise become generally available in the public domain, (ii) is not lawfully received by the receiving party from a third party with the legal authority to publicly disclose it, (iii) is not independently developed by the receiving party without the benefit of such information, or (iv) is not required by law to be disclosed.

4. Access Rights for Site Surveys and Installation. The **MINI-GRANT PROGRAM PARTICIPANT** agrees to permit RUTGERS, or other designated entity, access to the Site for the purpose of conducting site surveys and inspection of **TITLE OF CONSERVATION PRACTICE**, at RUTGERS' sole costs and expenses, from the Effective Date through **MONTH**, **DAY**, **YEAR**.

5. Publicity. The **MINI-GRANT PROGRAM PARTICIPANT** will cooperate with RUTGERS to promote **TITLE OF CONSERVATION PRACTICE** to both internal audiences, professionals and the general public through a variety of media outlets. The **MINI-GRANT PROGRAM PARTICIPANT** shall allow RUTGERS to conduct scheduled site tours of the completed Project for educational purposes. RUTGERS will coordinate all tours with the **MINI-GRANT PROGRAM PARTICIPANT** and obtain approval at least seven (7) days prior to visit. The **MINI-GRANT PROGRAM PARTICIPANT** agrees to allow RUTGERS to use images of the property and the Project in educational and promotional materials.

6. Publication and Use of Marks. RUTGERS reserves the right to publish information regarding this Project. Upon request, RUTGERS shall provide copies of any such publication or release of information to the **MINI-GRANT PROGRAM PARTICIPANT** contracting officer for review and comment at least thirty (30) days prior to any such release.

7. Limitation of Liability and Warranty. NEITHER PARTY SHALL BE LIABLE FOR ANY INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING WITHOUT LIMITATION, LOST PROFITS AND/OR DISRUPTION OF SERVICES, RESULTING FROM EITHER PARTY'S ACTIVITIES RELATING TO THE PROJECT. RUTGERS MAKES NO WARRANTIES, EXPRESS OR IMPLIED, AS TO ANY MATTER WHATSOEVER.

8. Termination. RUTGERS or the **MINI-GRANT PROGRAM PARTICIPANT** may terminate this Agreement with or without cause at any time by giving thirty (30) days written notice. Such

termination shall, however, not affect any commitments which are properly legally binding prior to the effective date of termination.

9. Indemnification. The **MINI-GRANT PROGRAM PARTICIPANT** shall hold harmless, indemnify and defend RUTGERS, its trustees, officers, directors, faculty, staff or agents from and against any and all liabilities, demands, damages, claims losses, and expenses (including reasonable attorney fees) collectively "liabilities" arising out of any RUTGERS work or information provided by RUTGERS in connection with this Project, including the use by the **MINI-GRANT PROGRAM PARTICIPANT**, or by any party acting on behalf of or authorized by the **MINI-GRANT PROGRAM PARTICIPANT** of any RUTGERS work or information or part thereof, unless attributable to the sole negligent acts or omissions of RUTGERS.

10. Insurance. The parties must obtain and maintain, at their own expense, during the term of the Agreement and throughout the Project, at least the following limits of insurance coverage required by this Agreement: worker's compensation insurance or a program of self insurance with statutory limits, and also commercially purchased employer's liability insurance with a policy limit of $1 million dollars; business automobile and vehicle liability insurance covering claims for injuries to members of the public and/or damages to property of others arising from use of motor vehicles, including onsite and offsite operations, and owned, non-owned, or hired vehicles, with $1,000,000 combined single limits; commercial general liability insurance on an occurrence basis, covering claims for bodily injuries to members of the public at large or damage to property of others arising out of any act or omission of the parties or of any of their employees or agents, with limits not less than $1,000,000 in any one occurrence and in the aggregate; and professional liability insurance of $1,000,000.

11. Governing Law. This Agreement shall be governed by the laws of the State of New Jersey without regard to its conflict of laws provisions.

12. Notices. All notices, demands, consents, approvals, requests required or permitted to be given to or served upon the parties shall be in writing. Any such notice, demand, consent, approval, request, instrument or document shall be sufficiently given or served if hand delivered or sent by certified or registered mail, postage prepaid, addressed at the address set forth below, or at such other address as it shall designate by notice, as follows:

If to **MINI-GRANT PROGRAM PARTICIPANT**:
MINI-GRANT PROGRAM PARTICIPANT
STREET ADDRESS
TOWN/CITY, ZIP CODE
Attention: **MINI-GRANT PROGRAM PARTICIPANT**

If to RUTGERS:
Rutgers, the State University of New Jersey
Water Resources Program
14 College Farm Road
New Brunswick, NJ 08901

Attention: Christopher C. Obropta, Ph.D., P.E.

13. This Agreement shall be binding upon all parties hereto and their heirs, successors and assigns.

Accepted and agreed:

MINI-GRANT PROGRAM PARTICIPANT

_____
Signature

_____
Typed Name

_____
Title

_____
Date

RUTGERS,
THE STATE UNIVERSITY OF NEW JERSEY

_____
Signature

_____
Typed Name

_____
Title

_____
Date

ATTACH SCOPE OF WORK FROM APPLICATION AS APPENDIX A

Rutgers Cooperative Extension Water Resources Program
Upper Cohansey River Watershed Agricultural Mini-Grant Program

Notification of Completion of Project Installation

This serves as notice to the Rutgers Cooperative Extension Water Resources Program that the installation of agricultural management practices specified in the Project Scope of Work for Agreement No. _____ and detailed below is complete.

_____ _____
Print name Signature

_____ _____
Date Farm Address

_____
Agreement Number

Practice	Total Units	Total Cost

Signoff (RCE)

_____ _____
Print name Signature

_____ _____
Date

Send completed notification to:

Rutgers Cooperative Extension Water Resources Program
Attn: Upper Cohansey River Watershed Mini-Grant Program
14 College Farm Road; New Brunswick, NJ 08901

Rutgers Cooperative Extension Water Resources Program
Upper Cohansey River Watershed Agricultural Mini-Grant Program

Itemized Cost Statement/Invoice

I hereby certify that the following itemized listing and attached receipts are a true and accurate representation of the actual costs and quantities of material, labor and equipment time used in the installation of the approved practices. All applicable invoices, receipts, etc. are attached. In cases where a receipt includes items not used on the practice, I have indicated that on the receipt. I provided the listed items of "in-kind" contributions such as labor and equipment time for the installation of the approved practices.

Notification by:

_____ _____
Print name Signature

_____ _____
Date Farm Address

_____
Agreement Number

Practice & Components (labor, materials)	Total Units	Total Cost	Requested Reimbursement from RCE	Reimbursement received from USDA-NRCS or FSA or other cost-share

Attach all applicable invoices, receipts, etc. Send completed invoice to:

Rutgers Cooperative Extension Water Resources Program
Attn: Upper Cohansey River Watershed Mini-Grant Program
14 College Farm Road; New Brunswick, NJ 08901