

Grant Program Guidelines – EEGP On-Farm Water Resource Program

The NC Foundation for Soil and Water Conservation (Foundation) was incorporated on 4.27.99 and obtained its 510(c)3 status on 2.22.00. The Foundation works to provide private sector support to conservation programs of North Carolina Soil and Water Conservation Districts (District). The Foundation serves as a resource to help address high priority conservation challenges when traditional state and federal programs do not meet the existing need.

The Foundation's mission is to promote, protect, and improve North Carolina soil and water resources for the enhancement of economic growth and stewardship of the natural environment. The Foundation objectives focus on three priority areas; 1) Building Capacity in Districts, 2) Educating the Citizens on Conservation Issues, and 3) Improving the Natural Environment. The Foundation establishes annual goals to achieve its objectives based on the highest priorities as identified by districts and their statewide association as well as past accomplishments and current conservation issues in North Carolina.

General Policies

- Grants are offered primarily to North Carolina Soil and Water Conservation Districts or their statewide association.
- Grants may be made to other 501(c)3 nonprofits or to governmental agencies if necessary to achieve the Foundation's mission. However, all projects must add to local district programs.
- The Foundation does not offer grants to individuals or businesses unless specifically stated in the public announcement and when a public purpose is served by the project.
- The Foundation does not offer grants to fraternal, legislative, lobbying, political, or religious organizations or endeavors.
- The Foundation does not offer grants for endowments or long term recurring activities.
- The Foundation does not pay indirect or overhead expenses for any project.
- All grants offered must be for the accomplishment of charitable or education works in North Carolina and must be in alignment with Foundation objectives and goals.
- The Foundation announces grant opportunities to districts and the conservation partnership via the district listserve maintained by the Department of Agriculture and Consumer Services' Division of Soil and Water Conservation. In addition, some funding opportunities may be announced to related organizations to reach a specific target audience for the benefit the overall project.

Grant Proposal

The current funding cycle deadline to submit a proposal is January 20, 2017. Funding is provided by the Attorney General's Office and the Smithfield Foods Agreement for its Environmental Enhancement Grants Program. The Foundation Application form is to be used for the On-Farm Water Resources Program proposal requests. Grants will be awarded for up to 75% of actual costs not to exceed the current funding caps in the state cost share programs. Eligible projects include agriculture water supply ponds, agriculture pond retrofits, agriculture pond sediment removal, conservation irrigation, and micro-irrigation projects. All other On-Farm Water Resource projects will be handled on a case by case basis subject to funds availability. All proposals are to be submitted to the address listed above by **regular mail** or in person. **One hardcopy original and one CD including all related materials are to be submitted by the deadline.** The following items need to be included in the proposal;

- **Cover Letter** – The cover letter is to be on district letterhead and signed by the chairperson. The letter is to include the specific grant amount being requested, the total project amount, the on-

farm water resource needs, the participating landowner name as well as any other details pertinent to the project but not included elsewhere in the proposal.

- **Application Form** – Completely fill out the Foundation Application form including the proposal narrative. The application is to be signed by the district chairperson and another board member.
- **Technical Support Documentation** - Include the following documentation as applicable to the proposed on-farm water resource project and any other pertinent documents. Ensure the submitted information is in compliance with all requirements of NRCS Technical Standards as well as any other existing state cost share technical guidelines;
 - Conservation Plan – Summary of Decisions
 - Preliminary Site Assessment for New Ponds
 - Pond Design Plan including the Pond Volume Calculator
 - Water Needs Pond Sizing Tool
 - Pond Emergency Action Plan
 - Irrigation Management Plan
- **Status of Obtaining a Farm Pond Permit Exemption** - Include any pertinent communications.
- **Verification of Secured Engineering Assistance** – Include any pertinent communications. To request state engineering assistance with the Division of Soil and Water Conservation, go to <http://www.ncagr.gov/SWC/tech/engineering.html>. For private engineering assistance, quotes from two different firms need to be included in the proposal.
- **Site Map(s) and Photographs** – Provide a road map for directions and topographic map locating the installation site. Provide aerial photo maps of the site and the impacted watershed. Provide on-the-ground photos of the installation site.
- **Project Budget with supporting Bid Estimates** – A district developed line item budget is to be provided broken into components for each stage of the installation project. Denote all of the fund sources and whether the funds are in-kind or cash contributions. Submit at least two bid estimates from qualified pond installation contractors.
- **Project Personnel** – List all resource staff to be included in the project implementation, including state and federal conservation partnership staff.

Grant Awarding and Project Implementation Process

- Individually approved district projects will receive a letter by email announcing awarded grant as well as a Statement of Agreement and Grantee's Acceptance form. Two copies of the form are to be signed by the district chairperson and one other supervisor, and then returned to Foundation. The Foundation will sign both copies and mail one back to the district. Once the district receives a fully signed form, work can proceed.
- Districts will be provided by email Foundation application forms to be used for the District to contract with the producer.
- If not submitted with the application, the nutrient management plan as well as waste and soil analysis reports are due prior to any closure activities.
- Districts are to take multiple pictures of during and after closure activities. A maximum of 10 pictures are to be submitted with the final report.
- Interim reports are due quarterly on a Foundation approved form and can be submitted electronically.
- Payments are made once the closure is certified as complete and the district has supplied the following documentation, **please note processing payments will take 60 days and need to be submitted to the Foundation office by the 1st of any month to be processed in a timely manner;**
 - Completed Foundation Request for Payment form and Final Report form
 - Calculations of increased water supplies and how the water will be used
 - All receipts and a detailed final budget indicating funding sources and if it is a cash or in-kind contribution
 - Electronic Pictures with captions of during and after installation