



2025 -2026 Conservation Cost Share Program Program Guidelines

Providing leadership in conserving the natural resources in Weston County by providing information, education, and technical assistance to meet the needs of our users

Due February 28, 2025

This cost share program is available to any district member, but due to the manner in which the District was initially created, not all landowners within Weston County are in the District. If you are not sure if you are in the District, please contact the District office for assistance.

Program Objectives

To provide incentive for landowners to implement natural resource conservation practices that improve water quality and quantity, soil erosion, energy conservation or wildlife habitat. This program is also for those landowners who can't typically qualify for federal farm bill programs.

Project Examples

- New water development to increase livestock distribution in remote areas
- Spring developments to enhance wildlife and/or improve livestock distribution
- Solar stock pump conversion to improve reliability of water sources
- Cross fencing for implementing a rotational grazing system
- Streambank stabilization and restoration practices
- Fire line rehabilitation following a wildfire
- On-farm irrigation water management
- Windbreaks/living snow fences
- Cover crops
- *Or, let us know what project idea you have!*

Funding

- All projects must be **pre-approved** before being initiated
- Projects funded under the 2025-2026 budget: reimbursements available beginning July 2025
- The cost-share is 50% of the total project cost or \$7,500.00, whichever is less
- **The maximum for in-kind labor contributions is 25% based on a labor rate of \$25/hour**
- Cover Crop practices will be reimbursed at a flat rate of \$30 per acre (*this includes any in-kind labor or equipment*). *Submit seed mix with application*
- Only one rural cost-share grant may be awarded per cooperator, and per project, per fiscal year (*July 1-June 30*)
- Structural Designs **must follow** NRCS standards and specifications
- All projects must be completed within one year of notification of approval

Selection Process

When reviewing and selecting projects, the Board of Supervisors will determine how well the project meets the responsibilities of the district as outlined in Conservation District Law, Wyoming State Statute Title 11 Chapter 16. Other criteria that will be used when selecting projects will include:

1. *Natural resource benefits*
2. *An assessment of the applicant's need for improvement*
3. *Cost effectiveness*
4. *Board consensus on the benefits of the project*

It is the responsibility of the applicant to make the case that the project meets the goals of the program and will benefit our natural resources in Weston County.

APPLICATIONS MUST BE RECEIVED BY February 28, 2025 TO BE CONSIDERED AT THE MARCH BOARD MEETING

APPLICATION AND PROGRAM PROCEDURE

- Review the Program Guidelines and draft your project plan.
- Arrange for an on-site visit with Weston County NRD staff to determine if project meets the criteria.
- Fill out and submit Application, detailed plans, detailed cost breakdown, and sign Agreement
- Board reviews the project plan and if approved, signs Agreement and makes recommendations if necessary.
- Applicant notified of project approval or rejection within two weeks of the board meeting**
- When project is complete, schedule an on-site inspection with Weston County NRD staff, at least 2 weeks prior to the next board meeting
- Submit all paperwork including:
 1. *Receipts*
 2. *Reimbursement Worksheet: available on District website or at the office*
 3. *W9 Tax form: print off the internet or pick up at the office*
 4. *Signed Completion Certification: located at the end of the application*
- Weston County NRD Board reviews completed project and authorizes reimbursement.
- Reimbursement check received within two weeks after approval.

COST SHARE PROGRAM AGREEMENT

- ✓ If approved, I agree to follow the project description, design, and budget proposed in this application.
- ✓ I agree:
 - *To request and follow Structural Design Specifications from the NRCS.*
 - *That work conducted prior to project approval will not be considered.*
 - *That any modifications to project design without prior approval, can result in agreement termination.*
- ✓ I agree to ensure that all applicable local, state, and federal permits are obtained when necessary. Copies of permits will be provided to the district prior to beginning project.
- ✓ I understand it is my responsibility to obtain a utility locate by contacting One Call of Wyoming at 1-800-849-2476 if excavation is required for the project. **The tracking number will be provided to the district prior to excavation.**
- ✓ I agree to maintain the approved project.
- ✓ I understand that Weston County NRD may not be held liable for any personal or property damage incurred where Weston County NRD staff assist the applicant with project.
- ✓ I will allow district personnel access to the project to provide technical assistance, to take before and after photographs, and to document post-project functionality.
- ✓ I will allow Weston County NRD to use photographs of the project for promotional use. Weston County NRD will not use photographs of people unless authorized by applicant.
- ✓ **Project must be completed by April 30, 2026**
- ✓ I understand that the project reimbursement will not be prepared until after I provide:
 1. **Receipts**
 2. **Reimbursement Worksheet**
 3. **W9 Tax form**
 4. **Signed Completion Certification**

IF YOU AGREE TO THESE TERMS:

1. Fill out and return the **APPLICATION** by February 28, 2025
 - *Drop off application to the office or submit via email to ccarter.wcnrd@gmail.com*
2. Please sign on the **AGREEMENT PAGE** located at the end of the application
3. Keep pages 1-2, **PROGRAM GUIDELINES**, for your reference



2025 -2026 Conservation Cost Share Program
Application and Agreement Form

Weston County
Natural Resource District

1225 Washington Blvd, Suite 3, Newcastle, WY 82701

307.746.3264 x4

westoncountynrd.org

Is the property where the project will be completed in the District? **Yes** _____ **No** _____
If no, would you like to join the District? **Yes** _____ **No** _____ If no, the project is not eligible for the cost share program.

Applicant Name and/or Organization _____ Date _____

Primary Contact's Name _____ Phone # _____

Email Address _____ Alt Phone # _____

Mailing Address _____

Project Name/Site _____ Address/Location _____

Township _____ NORTH Range _____ WEST Section(s) _____ ¼, ¼ Section _____

Has the applicant ever not completed a project with the District in the past? **Yes** _____ **No** _____

If answer is yes: please explain the situation and why you are reapplying now _____

Project Description: describe what you propose to do in detail, including the purpose for the project. Attach maps and plans (Also attach a map and pictures of the project site) _____

Estimated Project Cost \$ _____ (Please provide a cost breakdown using the budget sheet)
(from budget sheet)

50% Cost share request \$ _____, up to \$7,500.00 **Do you:** OWN [] RENT []*

*if the project will be completed on leased or public ground (i.e. state, BLM, Forest Service), a letter from the landowner or appropriate agency approving the project is also required.

Will your project address multiple resource concerns? Yes ____ No ____ If yes, please explain _____

Would you be willing to provide public education opportunities with this project? *(news media, tours, school field trips, pictures, etc.)* Yes ____ No ____ If yes, please explain _____

Have you obtained, or are you seeking funding from, other partners? Yes ____ No ____ If yes, please explain _____

Project design life & maintenance *(Describe the projected lifespan of the project, and how it will be maintained)*

Additional details that may give WCNRD a better understanding of your project *(attach additional pages if necessary)*

How many acres will benefit from this project? _____

Planned project dates: *Initiated* _____ *Completed* _____

