



LAND CONSERVATION COMMITTEE
Wednesday September 2, 2020, 7:15 P.M.
CALL: 1-312-626-6799
MEETING ID: 856 4824 7741

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<https://us02web.zoom.us/j/85648247741?pwd=Y3pnOCtzMTh3cEljYmdLVGhyQjdTUT09>

Meeting ID: 856 4824 7741

Passcode: 130862

One tap mobile

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Meeting ID: 856 4824 7741

Passcode: 130862

Join by Skype for Business

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If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Monday August 31st, 2020. To submit a public comment use the following email: andrew.baker@co.rock.wi.us

Join from a telephone:

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.
- Supervisors: Please identify yourself by name
- Please mute your phone when you are not speaking to minimize background noises
- We are new at holding meetings this way, so please be patient

Instructions for the hearing impaired –

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>

LAND CONSERVATION COMMITTEE
Wednesday September 2, 2020, 7:15 P.M.
VIA ZOOM

AGENDA

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes – August 10, 2020, August 18, 2020 and June 17, 2020
4. Citizen Participation, Communications, and Announcements
5. Review Bills Paid
6. **Action Item.** Resolution: AUTHORIZING SUBMITTAL OF GRANT APPLICATION FOR THE 2021 CLEAN SWEEP PROGRAM
7. **Action Item.** Construction Site Erosion Control/Stormwater Management Ordinance: Fulton Church request for 6 month Permit Extension (Permit ECSW-2019-018).
8. **Action Item.** Approval of Farmland Preservation Notice of Noncompliance Documents
 - Raymond and Shawn Ibeling (Voluntary, 100 acres total)
 - Donald Wollinger (Voluntary, 216 acres)
9. **Action Item.** Land and Water Resource Management Program: Approval of Cost Share Agreements
 - Dan Huisheere – Waterway and Diversion
 - McFarlane Pheasant Farm -- Waterway
 - Scott Flemming – County Farm Cover Crops
10. **Action Item.** Producer Led Watershed Group
 - Approval of Memorandum of Understanding with “Farmers on the Rock” Producer Led Watershed Group for grant application and program administration
11. **Informational Item.** Groundwater Workgroup Activities
12. **Action Item.** Approval of Letter of Support and Intent to be a Contributing Partner in an application made by the American Farmland Trust for the Natural Resources Conservation Service’s (NRCS) Regional Conservation Partnership Program (RCPP)
13. **Informational Item.** Purchase of Agricultural Conservation Easements
14. Adjourn



MINUTES

ROCK COUNTY LAND CONSERVATION COMMITTEE WEDNESDAY AUGUST 10, 2020, 7:15 P.M. Virtual Meeting - Zoom

1. **Call to Order:** Chair Bostwick called the meeting to order at 7:15 pm.

Committee Members Present: Stephanie Aegerter, Rich Bostwick, Wes Davis, Kaelyb Lokrantz, Mike Mulligan, James Quade and Alan Sweeney.

Committee Members Excused: Jeremy Zajac

Others Present: Andrew Baker, LCD
2. **Approval of Agenda:** Supervisor Davis moved to approve the agenda as written, seconded by Supervisor Lokrantz. **Motion Carried.**
3. **Approval of Minutes – July 1, 2020 LCC meeting:** Supervisor Aegerter offer two corrections minutes: Item 8, second to last line should read "...effectively a tax on producers and importers ~~exporters.~~" Item 6, the vote was not recognized. Staff will revised the minutes to reflect that the vote was unanimous by adding "Motioned Carried." Supervisor Mulligan moved the minutes from the July 1, 2020 LCC meeting with the clarifications, seconded by Supervisor Lokrantz. **Motion Carried.**
4. **Citizen Participation, Communications, and Announcements:** Supervisor Sweeney announced the Annual Meeting of the Rock Koshkonong Lake District will be held at 10 am on Saturday, August 15th, at Racetrack Park in Edgerton.
5. **Review Bills Paid:** The committee reviewed the bills paid. Supervisor Davis asked a question regarding the rental payment and noticed that it has gone up with the revised lease. Andrew explained that this was due to the fact that the cost of construction for the dedicated LCD staff space was prorated over the course of the lease rather than paid at the time of construction. No other questions were asked.
6. **Resolution: Recognizing Thomas Sweeney:** Supervisor Sweeney made a motion to table this matter to provide more time to include additional lines recognizing Mr. Sweeney's accomplishments over the years. Seconded by Supervisor Bostwick. **Motion carried.**
7. **Resolution: YAHARA RIVER BASIN ADAPTIVE MANAGEMENT PROJECT APPROVAL OF INCENTIVE PAYMENT.** Andrew explained that these payment require a resolution due to the amounts exceeding \$10,000. In all cases these are one of three equal payments the landowners will receive, but all contracts are 15 years. Motion to approve by Supervisor Sweeney, seconded by Supervisor Davis. **Motion carried.**
8. **Support for Staff to pursue a Cooperative Agreement with Counties of Dodge, Jefferson and Walworth for an application for (and implementation of) Wisconsin DNR for of cost-sharing grant for lake and river planning, monitoring and protection, and aquatic invasive species.** Andrew explained that staff was approached by Jefferson County staff in an effort to working together and combine available funding for lake and river planning, monitoring and protection and aquatic invasive species control. The revised grant process guarantees a certain amount of money for each county, but it must be applied for. Current estimate funding for Rock County is approximately \$11,000 per year. Counties can combined funds to possibly support a

shared staff person or private consultant to administer the program. Currently, Rock River Coalition is interested in being the administrator for the four Counties. Applications are due by November 1. There has not been a decision made yet as to whether to apply this year for 2021 or wait to next year. Supervisor Sweeney suggested that the Rock Koshkonong Lake District could be a stake holder in this matter. Supervisor Sweeney made a motion to support Staff pursuing the cooperative agreement, seconded by Supervisor Davis. **Motion Carried.**

9. **Land and Water Resource Management Program - Approval of Cost Share Agreements:** Andrew reviewed the Cost Share agreement to be considered for approval, one diversion for Raymond and Jean Firn Trust. Supervisor Davis made a motion to approve the cost share agreement presented for approval, seconded by Supervisor Aegerter. **Motion Carried.**
10. **Producer Led Watershed Group: Approval of Letter of Support for creation of “Farmers on the Rock” Producer Led Watershed Group.** Andrew explained that the letter of support was written as general support of the group, rather than specifically in support of a certain group initiative, such as applying for grant funding. Supervisor Sweeney noted that the decision was made to make the group county-wide effort at this point, rather than specific to a certain smaller watershed. Supervisor Sweeney made a motion to approve the letter of support as presented, seconded by Supervisor Aegerter. **Motion Carried.**
11. **Groundwater Workgroup Activities.** The Committee was notified the grant application made to USDA-NRCS by UW Discovery Farms was not awarded, but Discovery Farms still has interest in doing studies in Rock County. Andrew informed the Committee that the meeting schedule for August 10th was cancelled due to lack of agenda items. Next meeting will be scheduled sometime between the Producer Led Watershed Group meeting (August 25th) and the next LCC Meeting (September 2nd). The Committee also discussed options for testing ground water a shallow intervals, possibly in lieu of more costly lysimeters.
12. **Purchase of Agricultural Conservation Easements - Update.** Andrew stated he is working on final documentation for the Barlass Easements. Enough funding for an additional Barlass application has also been earmarked by the NRCS, with closing likely in 2021. This parcel is at the corner of Hwy A and Milton-Shopiere Rd and directly adjacent to one of Barlass parcels already in the acquisition process.
13. **Semi Annual Report – Attendance at Convention/Conferences.** No staff attended conferences or conventions exceed \$1,000 per event in the first 6 months of 2020.
14. **Adjourn:** Supervisor Davis made motion to adjourn the August 10th, 2020 Land Conservation Committee meeting at 7:50 pm, seconded by Supervisor Lokrantz. **Motion Carried.**

Respectfully Submitted,

Andrew Baker
County Conservationist

Minutes are not official until adopted by the Land Conservation Committee.



**JOINT LAND CONSERVATION / PLANNING AND
DEVELOPMENT COMMITTEES
Minutes – August 18, 2020**

Call to Order. Chair Bostwick called the joint meeting of the Land Conservation / Planning and Development Committees to order at 6:04 P.M. on Tuesday, August 18, 2020, via teleconference.

Committee Members Present. Land Conservation Committee: Supervisors Bostwick, Aegerter, Davis, Lokrantz, Sweeney, Mulligan and Zajac; Planning and Development Committee: Supervisors Sweeney, Davis, Podzilni, and Potter (at 6:06 p.m.).

Committee Members Excused: Jim Quade, Land Conservation Committee; and Wayne Gustina, Planning and Development Committee.

Staff Members Present. Josh Smith, County Administrator; Andrew Baker, County Conservationist; and Colin Byrnes, Planning and Development Director.

Others Present: None.

Approval of Agenda. Supervisor Zajac moved approval of the agenda, second by Supervisor Sweeney. ADOPTED.

Public Comment. None.

Discussion and Possible Action.

Organizational and Leadership Structure of Land Conservation and Planning & Development Departments

The Committees discussed the following: MOUs with the towns and the Planning and Development; office location, space sharing, lease costs and term at Land Conservation Department office; amount of time a shared director would spend on Land Conservation Department duties versus Planning and Development Department duties; current vacancy of the senior planner position in Planning and Mr. Baker's time still dedicated to that position; whether other counties have PACE programs or nitrates workgroups; and roles of current staff and how those might change in the future if vacancies occur.

Supervisor Sweeney moved to direct the County Administrator to provide further information to the committees on Option 3, keeping the departments separate but sharing a department head, second by Supervisor Aegerter. Chair Bostwick clarified that any decision would not be made until a subsequent meeting. PASSED on the following vote: YES –

Supervisors Bostwick, Aegerter, Davis, Lokrantz, Sweeney, Zajac, Podzilni and Potter; NO – Supervisor Mulligan; ABSENT – Supervisor Gustina and Mr. Quade

The Committees set their next meeting date to review this additional information for Monday, September 14, 2020 at 6:30 P.M.

Adjournment. Supervisor Zajac moved adjournment at 7:16 P.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Josh Smith
County Administrator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEES.



LAND CONSERVATION COMMITTEE
Minutes – June 17, 2020

Call to Order. Chair Bostwick called the meeting of the Land Conservation Committee to order at 6:06 P.M. on Wednesday, June 17, 2020, in the Courthouse Conference Center, second floor, Courthouse East.

Committee Members Present. Supervisors Bostwick, Aegerter, Davis, Lokrantz, Sweeney, Zajac, and Mr. Jim Quade.

Committee Members Excused: Supervisor Mulligan.

Staff Members Present. Josh Smith, County Administrator.

Others Present: Supervisor Purviance.

Approval of Agenda. Supervisor Davis moved approval of the agenda, second by Supervisor Aegerter. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Executive Session: Supervisor Zajac and Mr. Quade moved to go into Executive Session at 6:08 P.M. per Section 19.85(1)(c), Wis. Stats. Interviews of Finalists for County Conservationist. ADOPTED on a roll call vote with the following: Ayes – Supervisors Bostwick, Aegerter, Davis Lokrantz, Sweeney, Zajac, and Mr. Quade; Supervisor Mulligan was absent.

Supervisor Sweeney moved to go out of Executive Session at 8:45 P.M., second by Supervisor Davis. ADOPTED.

Adjournment. Supervisor Zajac moved adjournment at 8:45 P.M., second by Supervisor Lokrantz. ADOPTED.

Respectfully submitted,

Josh Smith
County Administrator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEES.

ROCK COUNTY

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF AUGUST 2020

08/27/2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
00-0000-0070-29668	STORM WATER MGMT	P2001677	08/20/2020	WOODWORTH,PHIL	FINANCIAL GUARANTEE AGREEMENT	25,000.00
TRUST FUNDS PROG TOTAL						25,000.00

I have reviewed the preceding payments in the total amount of **\$25,000.00**

Date:

Dept Head _____

Committee Chair _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF AUGUST 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
62-6200-0000-63100	Office&Misc Exp	P2000032	08/20/2020	US BANK	STAPLES OFF SUP/AMAZON PH CHA	39.56
62-6200-0000-63101	Postage	P2000032	08/20/2020	US BANK	POSTAGE STAMPS	55.00
Land Conservation PROG TOTAL						94.56
62-6265-0000-64200	Training	P2000032	08/20/2020	US BANK	FESTIVAL ICE WATER- WRSHD GRP	6.98
Groundwater Nitrate Project PROG TOTAL						6.98
62-6300-0000-62119	Other Services	P2001614	08/06/2020	VEOLIA ES SOLID WASTE MIDWEST	CLEAN SWEEP BELOIT 8/27/2020	3,539.44
		P2001615	08/06/2020	VEOLIA ES SOLID WASTE MIDWEST	CLEAN SWEEP HAZARDOUS CHEMICAL	5,660.51
Household Clean Sweep PROG TOTAL						9,199.95
62-6311-0000-64928	Cost Sharing	P2001657	08/13/2020	SAYRE, EVAN	HARVESTABLE BUFFERS	5,625.00
		P2001661	08/13/2020	NELSON, RYAN	HARVESTABLE BUFFER	6,007.50
		P2001662	08/13/2020	NELSON, RYAN	HARVESTABLE BUFFER/WATER CONTR	7,507.50
		P2001665	08/13/2020	REED, DANNY	PERENNIAL VEGETATION AREA	3,675.00
		P2001666	08/13/2020	THOMAS C YOUNG REVOCABLE TRUST	WETLAND DEVELOPMENT/HARVESTABL	3,645.00
Yahara WINS PROG TOTAL						26,460.00

ROCK COUNTY

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF AUGUST 2020

08/27/2020

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Inv/Enc Amt</u>
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I have reviewed the preceding payments in the total amount of **\$35,761.49**

Date:

Dept Head _____

Committee Chair _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Land Conservation Committee
INITIATED BY



Andrew M. Baker
DRAFTED BY

Land Conservation Committee
SUBMITTED BY

August 20, 2020
DATE DRAFTED

AUTHORIZING SUBMITTAL OF GRANT APPLICATION FOR THE 2021 CLEAN SWEEP PROGRAM

1 **WHEREAS**, the Land Conservation Committee has identified the need to support a Clean
2 Sweep Program for 2021; and,

3
4 **WHEREAS**, the Land Conservation Committee wishes to submit an application to the
5 Wisconsin Department of Agriculture, Trade and Consumer Protection for the partial
6 sponsorship of a Household Hazardous Waste and Ag Clean Sweep Program; and,

7
8 **WHEREAS**, The Land Conservation Department last received a grant from DATCP for
9 sponsorship of this Clean Sweep Program in 2020; and,

10
11 **WHEREAS**, The Land Conservation Department will act as the agent for the project and will
12 maintain all records and submit reports in accordance with the program guidelines and grant
13 requirements; and,

14
15 **WHEREAS**, a resolution authorizing the sponsorship of this project is required as a condition
16 of the application process.

17
18 **NOW, THEREFORE, BE IT RESOLVED**, The Rock County Board of Supervisors duly
19 assembled this _____ day of _____, 2020 does hereby authorize the Rock County Land
20 Conservation Committee to submit an application to the Wisconsin Department of Agriculture,
21 Trade, and Consumer Protection for sponsorship of the 2021 Clean Sweep Program, and,

22
23 **HEREBY AUTHORIZES** the Land Conservation Committee to act on behalf of Rock County
24 for purposes of entering into an agreement for the project, sign documents and take necessary
25 action to undertake, direct, and complete the project in 2021.

Respectfully submitted,

LAND CONSERVATION COMMITTEE

Richard Bostwick, Chair

Kaelyb Lokrantz

Alan Sweeney, Vice Chair

Mike Mulligan

Stephanie Aegerter

James Quade, USDA-FSA Rep.

Wes Davis

Jeremy Zajac

AUTHORIZING SUBMITTAL OF GRANT APPLICATION FOR THE 2021 CLEAN SWEEP PROGRAM

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FISCAL NOTE:

A resolution amending the budget to appropriate funds will be needed if a grant is awarded.

/s/ Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTE:

The authority to accept grant funds pursuant to secs. 59.52(19), Wis. Stats., necessarily implies the authority to make application for such funds.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

EXECUTIVE SUMMARY

This resolution authorizes the Rock County Land Conservation Committee to submit an application to the Wisconsin Department of Agriculture Trade and Consumer Protection (DATCP) for Clean Sweep grants in 2021 for Household Hazardous Waste (HHW) and Ag. The Land Conservation Committee sponsored the last Clean Sweep Program in 2020. The Health Department applies for a prescription drug collection grant independently of this application.

The Clean Sweep Program provides affordable and safe disposal of unwanted hazardous chemicals to county residents, eligible businesses, and units of government at two to three drop-offs events per year in Rock County. Chemicals banned from disposal in the landfill system will be collected through this program.

The application period for the 2021 program year is now open and closes September 28, 2020. A presumed award amount of \$5,500 has been included in preliminary budget preparation documents. The combined HHW and Ag grants make up approximately 15% of the program's annual budget with the balance coming from annual voluntary contributions from cities, villages, towns, and County ATC funds.

This is a reimbursement grant that requires a 25% local match of the final award as cash and/or in-kind. The County intends to meet the 25% match with the activities associated with this event including contracted vendor services at drop-off events and outreach to the public on hazardous waste.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE ROCK COUNTY LAND CONSERVATION DEPARTMENT
AND
THE FARMERS ON THE ROCK**

BACKGROUND

To improve water quality, the Wisconsin, the Department of Agriculture, Trade and Consumer Protection (DATCP) will provide grants to producer led groups that implement non-point source pollution abatement activities.

PURPOSE

This **Memorandum of Understanding (MOU)** establishes a partnership between Rock County Land Conservation Department (Collaborating Entity) and Farmers on the Rock (Group) as required under s. 93.59, Stats., and Ch. ATCP 52 Wis. Adm. Code for this Producer Led Watershed Protection Grant. This MOU identifies the roles and responsibilities of the collaborating entity and the Group related to implementation of the producer led watershed protection grant.

MISSION

The Collaborating Entity and the Group enter into this MOU to work collaboratively on a producer led water quality protection project in the Lower Rock River watershed to achieve improved water quality.

The Group and Collaborating Entity agree as follows:

PURPOSE AND SCOPE

The Collaborating Entity and the Group will work collaboratively to improve soil and water quality within the Lower Rock River watershed, located in south central Wisconsin. The watershed's resource concerns involve high Nitrate concentrations in the groundwater, excess nitrate, phosphorus, and sediment loading in the Rock River and its tributaries. The primary objectives of grant implementation are to improve groundwater quality by lowering nitrate concentrations through improving soil structure, the implementation of conservation practices, and by providing outreach and education to producers, landowners, and the community. Other goals of grant implementation are to reduce nitrate, phosphorus, and sediment load in surface waters, increase awareness of conservation benefits, improve farm productivity and reduce nitrate and other nutrient runoff from farm fields.

The Collaborating Entity and the group are each responsible for its own expenses related to this MOU except as otherwise provided herein.

The Collaborating Entity role will be to provide nutrient management training and planning assistance to farmers as well as provide information to farmers on available DATCP programs such as conservation engineering, nutrient management training and Farm Center assistance. Farmers of the Rock will lead the efforts of the project by reaching out to farmers, providing incentive payments to try innovative conservation practices and involve other partners to leverage efforts.

RESPONSIBILITIES

Farmers of the Rock will be responsible for;
Forming a governing body and organizational structure to lead and guide the Group.
Create member requirements/qualifications and recruit members.
Establish goals/purpose.
Plan meetings and conservation events/field days.
Develop conservations practices that are cost-shared through the Group.
Submit DATCP reimbursement forms for dispersal of funds.
Track conservation efforts according to DATCP's tracking system.
Share information and research.
Develop and maintain the Groups website.
Communicate functions with the Collaborating Entity, local community, and media outlets.

Rock County Land Conservation Department will be responsible for;
Assist in planning meetings and conservation events/field days.
Establish an account and hold the Farmers of the Rock funds until asked to distribute them by the Group.
Assist the group with filing DATCP paperwork.
Assist with the communication within the Group, local community, and media outlets.

The official contacts listed below will coordinate the activities of each organization in carrying out this MOU will be as follows:

Rock County Land Conservation Department: Chris Newberry, Senior Conservation Specialist. (608) 754-6617.

Farmers of the Rock:-Co-President: John Doe, Farmer. Name of Farm. (608) XXX-XXXX.
Farmers of the Rock:-Co-President John Doe, Farmer. Name of Farm. (608) XXX-XXXX.
Farmers of the Rock:-Co-President John Doe, Farmer. Name of Farm. (608) XXX-XXXX. More?

SHARING OF GRANT FUNDS

The allocation of grant and donated funds will be solely used by the Farmers of the Rock.

TERM OF UNDERSTANDING

Unless terminated earlier as provided below, the term of this MOU is for a period of 3 years from the execution of the MOU and may be extended upon written mutual agreement. It shall be reviewed annually to ensure that it is fulfilling its purpose and to make any necessary revisions.

TERMINATION

Either party may request termination by giving 60 days written notice to the other party.

Memorandum of Understanding (MOU)

Farmers of the Rock

Rock County Land Conservation Department

BY _____

BY _____

Name of authorized signatory, title

**Chris Newberry, Senior Conservation Specialist,
Official Grant Contact**

DATE _____

DATE _____

Rock County Land Conservation Committee

BY _____

Rich Bostwick, Chair

DATE _____

ANDREW BAKER

From: Alison Volk <avolk@farmland.org>
Sent: Monday, August 17, 2020 12:59 PM
To: Jennifer Filipiak; 'Jim Welsh'; Janet Smith; Thomas Stolp; Patricia Cicero; ANDREW BAKER; THOMAS SWEENEY; Ben Kollenbroich; Carol Abrahamzon
Subject: RCPP Update
Attachments: Template Letter of Commitment.docx
Categories: Urgent

CAUTION: This email originated from outside the Rock County (Rock-IT) network. Do not click links or attachments unless you recognize the sender and know the content is safe. If this email appears suspicious, or is asking you to provide sensitive information, contact the Rock-IT Service desk at 757-5039.

Good afternoon,

Hope you all are doing well. Just a (hopefully) quick update on the Wisconsin RCPP proposal. The proposal period is now open and the deadline to apply is November 4. One bit of news that we learned from NRCS is that there is no longer a 25% cash match requirement for an easement. While NRCS will only pay up to 50% of the easement value, the remaining 50% can be any combination of cash match.

Project Summary. The overall goal of the project is to dramatically increase the acres of farmland protection occurring across the state. We're going to try to leverage our in-kind contribution to access funding for conservation practices that can be implemented on protected land. We are also hoping to use some cash funding as match to support land access efforts for historically disadvantaged farmers. Ultimately, the project will show the various benefits that ag conservation easements can help achieve, in the hopes that we can build support for future farmland protection funding in the state.

Next Steps. Each partner will need to provide a contribution letter – I've attached the template for reference. If you could provide me with the information requested below, I can plug your numbers into a template letter and send it back to you for your signature. Feel free to just drop your numbers in an email back to me. If you could do this by **August 30**, that would be terrific. If that date isn't doable, let me know.

1. **Cash contribution** – this is the anticipated amount of cash your organization plans to devote to easement transactions within your region over the next 5 years. The cash does not need to be in hand and you do not have to have the source identified at this time. It should be a good-faith estimate of what you think you will be able to devote to easement projects using NRCS matching funds.
2. **Landowner donation** – this is the amount that you would expect landowners to contribute towards an easement project. So, for example, if you require a landowner to donate 25% of the easement value in order to receive funding, that 25% should be counted as contribution. Because the landowner donation isn't capped at 25%, it will be helpful if you could specify the estimated amount landowners will donate for your easement projects so that we can calculate the corresponding NRCS match.
3. **Outright donations** – if you anticipate that a landowner may donate an easement on ag land or an entire farmland property, that can also count as a contribution. Even though we would not be requesting matching funds from NRCS for that easement or property, including the donation amount will improve our match ratio, which will ultimately help our overall application.
4. **In-kind contribution** – this is the amount of time (translated into a dollar amount) that you anticipate you and your staff will spend on easements associated with the RCPP project over five years. This can include work to accept land or easement donations as well as any outreach to landowners or PR associated with completed projects. It also includes any time spent meeting or working with other RCPP partners. I anticipate that we will have quarterly partner update meetings, which I hope to limit to 10 hours per year.

Proposal information. If you're able to share any priority areas or criteria that is typically used in project selection, that would be helpful. We will need to show priority areas within our proposal and I'd like to be able to talk about the

strategic protection of agricultural land across the state. I'm also compiling your survey answers and Erik Hagan and I will be reaching out to each of you to try to better understand what conservation practice funding might be most useful for protected land where you work.

If you have any questions or need clarification about any of the above, please don't hesitate to reach out.

Thanks,
Alison

Alison Volk

Easement Project Manager

+1 6084780916 • avolk@farmland.org

she/her/hers

American Farmland Trust

Saving the Land that Sustains Us

www.farmland.org • facebook.com/AmericanFarmland • twitter.com/Farmland

No Farms No Food®

Support the Farmer Relief Fund • www.farmland.org/relief

100% of all donations go directly to farmers and ranchers in need!

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Partner
Address

Date

Project Lead
Address

Completed
Letter will be
provided at
the meeting

RE: RCPP [Project ID# -- Project Name]

Dear Project Leader:

I am writing to document [contributing partner's name] support of the [Lead Project Entity name]'s proposal to the Natural Resources Conservation Service's Regional Conservation Partnership Program (RCPP), titled "[name of project]". [Contributing partner name] is familiar with the proposal, understands general expectations, and supports the efforts to address the natural resource concerns identified in therein.

If this RCPP proposal is selected for funding, [Contributing partner] will provide [identify contribution category] partner contribution equal to the total amount of \$_____ over ___ years to this project. Our expected contributions include:

- **List partner names, cash vs. in-kind, amount, contribution categories, and a description including any limitations** (e.g. \$1,000,000 in direct financial assistance to area producers to address erosion, subject to final approval by legislature)

Partner Name	Cash vs. In-Kind	Amount (\$)	Contribution Category (Drop Down)	Description
			Choose an item.	
			Choose an item.	
			Choose an item.	
			Choose an item.	
			Choose an item.	

[Add any additional comments relevant to the contributing partner and project]

Sincerely,

Signature

Title

Authorized Signatory for (Contributing Partner name)