

# **Cost Share Program Guidelines**

## **Maria-No Business Creek 319 Watershed Project**

### **Implementation II 2025-2028**

**1. *Executive Document Summary Number:***

#90824

**2. *Name of Watershed Management Plan to be implemented with Cost-Share funds:***

Watershed Management Plan for Maria-No Business Creek Watershed, approved 2024

**3. *Watershed(s) to be targeted:***

The following HUC12 subwatersheds will be included in the Cost-Share Program, provided that the specific land use meets the critical area criteria as outlined in the Maria-No Business Creek Watershed Management Plan.

**Tier I:**

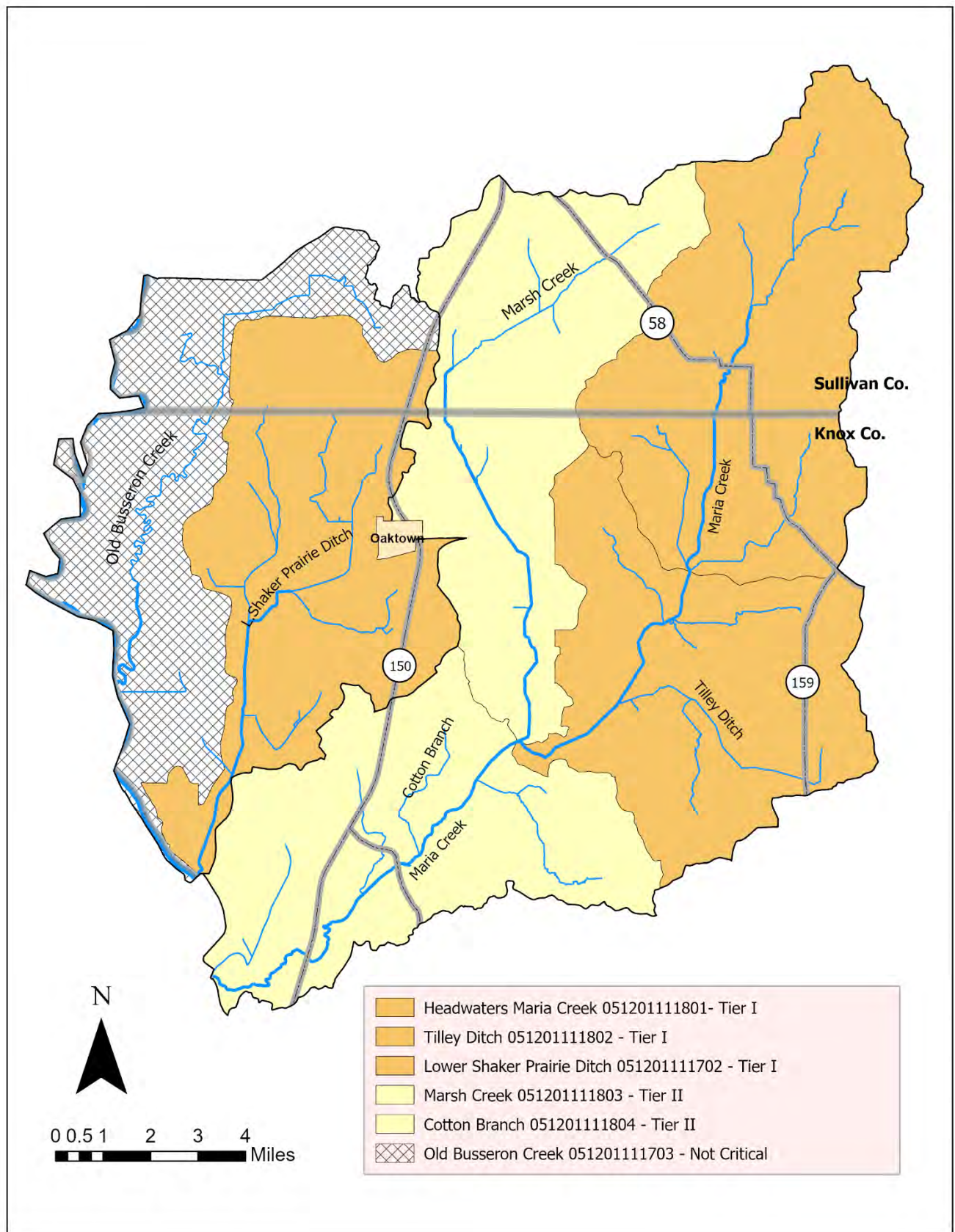
- *Headwaters Maria Creek - 051201111801*
- *Tilley Ditch - 051201111802*
- *Lower Shaker Prairie Ditch – 051201111702*

**Tier II:**

- *Marsh Creek – 051201111803*
- *Cotton Branch – 051201111804*

**4. *Critical areas of the watershed and page numbers in the Watershed Management Plan where this information may be found:***

Information regarding the identification and prioritization of parameters considered critical can be found on pages 121-123 of the Maria-No Business Creek Watershed Management Plan. Criteria for determining critical areas were based on monitoring data, IDEM TMDL studies and impairment status, windshield surveys, land use classifications, and Maria-No Business Creek Advisory Committee prioritization. The critical areas categorized by the Advisory Committee were based on the main problems facing the watershed: sediment, nutrients, and E.coli. Tier I and Tier II critical areas of the watershed are highlighted on the map below (Figure 1). Eligible BMPs are listed in Table 1 below.



**5. Decision-making process for determining where BMPs will be targeted within critical areas:**

The Maria-No Business Creek Watershed Advisory Committee reviewed the Cost-Share Guidelines and revised the parameters to better clarify the application and ranking process for BMP installation in critical areas. The BMPs outlined in Table 1 below were chosen based on their applicability to the current land uses and farming practices throughout the Maria-No Business Creek watershed. Each customer will contact the Watershed Coordinator to confirm eligibility and funding availability before filling out an application (Appendix 1).

**6. Eligible BMPs and pollutants to be addressed:**

**Table 1 – Eligible Practice Information**

<b>Conservation Practice</b>	<b>NRCS Code</b>	<b>Cost-Share</b>	<b>Pollutant(s) Addressed</b>	<b>Notes/Key Requirements</b>
Access Control/Fence (linear ft.)	472, 382	75%	Sediment, Nutrients, E.coli, Habitat/Bio	Must be associated with a grazing plan; must restrict access to streams
Animal Trails and Walkways, Stream Crossing (linear ft.)	575, 578	75%	Sediment, Nutrients, E.coli, Habitat/Bio	Must be associated with a grazing plan and exclusion efforts
Conservation Cover/Cover Crops (acre)	327, 340	75% for new customers (no cover crops within 5 yrs) or 60%	Sediment, Nutrients, E.coli, Habitat/Bio	Seed and labor only - excludes fertilizer; single year practice or 5 yrs for equipment mods (\$15,000 cap). Maximum = 3 years per field
Critical Area Planting/Mulching (acre)	342, 484, 635	75%	Sediment, Nutrients, Habitat/Bio	
Diversion (linear ft.)	362, 606	75%	Sediment, Nutrients, Habitat/Bio	
Drainage Water Management	554	75%	Sediment, Nutrients, Habitat/Bio	
Field Border/Filter Strip (linear ft.)	386, 393	75%	Sediment, Nutrients, Habitat/Bio	
Forage and Biomass Planting (acre)	512	75%	Sediment, Nutrients, Habitat/Bio	No Annuals; must be associated with prescribed grazing; not intended to be sold as hay crop
Grade Stabilization Structure (linear ft.)	410	75%	Sediment, Nutrients, Habitat/Bio	
Grassed Waterway/Lined Waterway or Outlet (linear ft.)	412, 468	75%	Sediment, Nutrients, Habitat/Bio	

Heavy Use Area Protection (HUAP)/Access Road (square ft.)	561, 560	75%	Sediment, Nutrients, Habitat/Bio	Intended primarily for livestock traffic
Nutrient Management, Integrated Pest Management, Precision Ag. Upgrades (single plan, per acre)	590, 595	75% up to \$15,000 cap	Nutrients, Habitat/Bio	Includes AutoSteer, Swath Control, Variable Rate Controllers for N; Pest Management not intended for invasive species, must be <i>new to the operation</i>
Open Channel (linear ft.)	582	75%	Sediment, Nutrients, Habitat/Bio	Corresponds to 'Two-Stage Ditch' engineering design
Prescribed Grazing, Pasture Seeding (acre)	528, 512	75%	Sediment, Nutrients, E.coli	Must be associated with a grazing plan and exclusion efforts
Residue and Tillage Management (acre)	345, 329, 585, 330	75%	Sediment, Nutrients, Habitat/Bio	Includes planter and combine components/modifications (no incentive payments), must be <i>new to the operation</i>
Riparian Buffer (Forest/Herbaceous) (linear ft.)	391, 390	75%	Sediment, Nutrients, Habitat/Bio	Permanent vegetation to be established along streams and bodies of water
Roof and Stormwater Runoff Structures (linear ft.)	558, 570	75%	Sediment, Nutrients, Habitat/Bio	Intended only for barn lots with livestock present
Streambank/Shoreline Protection (linear ft.)	580, 395	75%	Sediment, Nutrients, Habitat/Bio	Case-by-case basis; vegetative measures only. Secondary practice to be considered after an initial BMP has failed to meet pollutant concerns
Tree and Shrub Establishment (acre)	612, 338	75%	Sediment, Nutrients, Habitat/Bio	Intended for establishing permanent vegetation on land going out of production
WASCOB (Water and Sediment Control Basin) (linear ft.)	638, 606, 620	75%	Sediment, Habitat/Bio	Fields using conventional tillage are not eligible. Must be associated with a nutrient management plan
Watering Facility, Spring Development (single structure and necessary components)	614, 516, 533, 574, 642	75%	Sediment, E.coli, Nutrients, Habitat/Bio	Must be associated with a grazing plan and exclusion efforts
Wetland Creation, Enhancement, Restoration (acre)	656, 657, 658, 659, 587	75%	Sediment, Nutrients, Habitat/Bio	Intended for reduction of pollutants

*\*Note: BMPs listed in the WMP can be found on the following pages 125-126*

## 7. Target Audience of Cost-Share Program:

The primary audience will consist of interested and eligible landowners and operators within the critical watershed boundaries, particularly those with agricultural lands including row crops and/or livestock.

## **8. *Percentage of Cost-Share to be Provided:***

*See Table 1 – Eligible Practice Information*

*See Appendices 1-3 – MNBC Cost-Share Program materials (application, SWCD approval, brochure)*

## **9. *Cost-Share Advertising and Promotion:***

A variety of advertising and promotional outlets will be utilized including:

- Word-of-mouth promotion through SWCD Board members, MNBC Advisory Committee, conservation staff partners (e.g., ISDA , neighboring SWCDs, Purdue Extension), and one-on-one conversations with local producers who frequent the USDA offices
- Ads and articles featured in Sullivan and Knox County news publications, and other available media resources
- Announcements and updates sent to the MNBC group email list for wide distribution
- Updates provided in newsletters and inserts in Sullivan and Knox SWCD mailings
- Social media updates via 'X' @WCIWA (formerly Twitter) and SWCD Facebook pages
- Information dispersed to neighboring SWCDs and partner agencies to be forwarded to eligible clients and producers
- Contact local implement dealerships, contractors, feed supply stores, and seed sales personnel to notify them of cost-share programs and critical areas where producers may be eligible
- Promotional booths and announcements at popular local events such as county 4-H fairs, Ag Day, local Farmers' Markets, and other applicable occasions where producers may be reached
- Develop and distribute an updated, comprehensive brochure outlining eligible practices, the application process, and percent cost-share available and make available online
- Share QR codes for critical area maps that are easy to distribute and use in the field
- Presentations at various events and meetings including (but not limited to) field days, PARP workshops, Purdue Extension events, SWCD Annual Meetings, local drainage boards, County Council and Commissioner meetings, neighboring SWCD Board meetings
- Cross-promotion with other federal, state, and local programs such as EQIP, CSP, CRP, CREP, CWI (if available), LARE (if available), and others
- Develop and distribute promotional materials such as meeting invites, flyers, business cards, and brochures. Post in local feed stores, hardware stores, farm supply stores, small community restaurants and gas stations, and other public sites

These outreach activities will be conducted as frequently as budget and time allow. Funding for paid advertising is limited so new outlets for promotion will always be sought.

## **10. *Cost-Share Application Review:***

The Watershed Coordinator will be the primary reviewer of cost-share applications for proposed projects and/or practices. The Watershed Coordinator will collect necessary information to determine eligibility with the consensus of technical staff (NRCS, SWCD, ISDA or other eligible

personnel). A project tracking sheet for each customer will be reviewed and approved by the Sullivan County SWCD Board and maintained in the customer file (housed in the Sullivan SWCD office). Regular MNBC 319 project progress reports will be provided to both Sullivan and Knox County SWCD Boards for increased coordination.

Applications for which no precedent has been set or are unclear as to compliance with the cost-share program shall be reviewed by the IDEM Watershed Specialist, and if necessary, the Sullivan County SWCD Board and MNBC Advisory Committee. An application for Cost-Share Funding can be viewed below (Appendix 1).

#### **11. Criteria to be used when reviewing cost-share applications:**

The following criteria will be considered when reviewing cost-share applications and eligibility for each producer and project:

- Location within a critical area as defined by the Maria-No Business Creek WMP
- Inclusion of the BMP(s) in the MNBC Cost-Share Program
- Compliance with rules set forth in this Cost-Share Program
- Compliance with accepted standards outlined in the NRCS Field Office Technical Guide or other IDEM-approved standards.

As a reminder, additional guidelines for 319 projects can be referenced below:

#### **Section 319 Cannot Fund:**

- ✖ Purchase of large agricultural equipment or other large pieces of equipment – (equipment modifications and leasing are allowable); equipment repairs/replacements do not qualify
- ✖ Purchase of land or land easements, including conservation easements – (costs associated with land/conservation easements may be used as match in cases where the sponsor can remain responsible for the continuance of the easement until its conclusion, and where the purpose is to restore vegetation, hydrologic function, or some other characteristic which will have a positive effect on water quality)
- ✖ Projects directed at water *quantity* rather than water *quality*, such as drainage/flood control or channelization
- ✖ Dredging
- ✖ Non-vegetative materials used for streambank stabilization (e.g., rip-rap, concrete)
- ✖ Any practices, equipment, or supplies used to fulfill the requirements of a federal permit, such as a NPDES permit, or to comply with a state rule or permit, or to meet enforcement requirements
- ✖ Practices at a Concentrated Animal Feeding Operation (CAFO)
- ✖ Wetland mitigation sites
- ✖ Incentive payments of any kind
- ✖ Yield losses

- ✕ Practices not sanctioned by IDEM or a partner agency of IDEM
- ✕ Practices not installed in accordance with standards and specifications developed by NRCS, IDNR, or other recognized standards
- ✕ Sales tax
- ✕ Log jam removal

#### **12. *Administration Responsibility:***

The Watershed Coordinator shall be responsible for the administrative tasks of the cost-share program except for the disbursement of funds. The Sullivan County SWCD Coordinator shall be responsible for disbursing funds, tracking reimbursement of funds by IDEM, and issuing 1099s as necessary. The Watershed Coordinator shall be responsible for compiling and submitting Section 319 Match Documentation and Section 319 Itemization of Invoice Expenditures as required by IDEM.

#### **13. *Cost-Share Cap per Applicant:***

There is a \$30,000 cap per customer. No single customer shall receive more than \$30,000 in cost-share funding during the timeline of this 319 Implementation grant.

#### **14. *Cost-Share Cap per BMP:***

Cost-Share caps per BMP will apply for precision agriculture and planter upgrades. The following caps will apply:

- Precision Agriculture Upgrades/Cover Crop Seeders: \$15,000 cap

#### **15. *Equipment Modification Cost-Share:***

Planter upgrades and precision agriculture modifications may be eligible for cost-share under this program. Stipulations for these modifications require that equipment upgrades generate a measurable pollutant load reduction (e.g., increase surface residue, decrease fertilizer inputs, etc.) and be new to the operation. Repairs and replacement parts are not eligible. Vertical tillage tools are not eligible.

#### **16. *BMP installation review and approval:***

BMPs will be reviewed by one or more of the following: qualified Soil & Water Conservation District staff or contract employee (e.g., Watershed Coordinator), ISDA Technician, NRCS staff members, or a Technical Service Provider approved by NRCS. Structural practices are not to be installed on leased ground that is subject to future mining or development within 10 years.

#### **17. *Permit Requirements:***

Permits may be required for BMPs such as streambank stabilization, wetland restoration, or any project being installed in a county right-of-way. In this case, local Drainage Boards, Indiana Department of Environmental Management, Indiana Department of Natural Resources, and/or the

U.S. Army Corps of Engineers may need to be contacted prior to construction. It is the responsibility of the applicant to obtain all necessary permits and pay for any applicable fees prior to the project.

**18. BMP Geolocation:**

The latitude/longitude location of each BMP will be documented on the 319A form as required by IDEM for each producer payment. This information will be recorded by IDEM in a statewide geodatabase of 319 projects. In addition, the Watershed Coordinator will maintain constantly updated shapefiles in ArcGIS (or other applicable mapping program) to catalog BMPs as they are completed throughout the watershed. Each producer will have planning documentation on file in the Sullivan SWCD office which will also contain location information for each BMP completed. Otherwise, to protect customer privacy, this specific information will not be available online or for public view.

**19. Pollutant load reduction models/tools to be used for installed BMPs:**

The PLET, Region5, and StepL pollutant load reduction models will primarily be used to estimate pollutant load reductions as a result of installed BMPs. However, for BMPs that aren't featured in these models (Example: precision agriculture upgrades), a local agronomist or conservationist may be consulted to provide an applicable pollutant load reduction estimate to be used with IDEM approval. An estimation tool has recently been developed by IDEM and can be used to estimate E.coli load reductions for certain BMPs.

**20. BMP Maintenance:**

The applicant shall be responsible for properly maintaining all BMPs for the specified duration. Apart from cover crops, all vegetative and land management BMPs must be maintained for a minimum of 5 years. Cover crops shall have a single year maintenance period. All structural practices must be maintained for a minimum of 10 years.



## Appendix 1 – Application for Cost-Share Funding

### **319 Cost-Share Application**

#### **Maria-No Business Creek Watershed Project**



Applicant Name: \_\_\_\_\_ Phone number: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Watershed(s): \_\_\_\_\_

Tract/Farm #'s and/or location(s): \_\_\_\_\_

Landowner(s)/Alternate Farm Names: \_\_\_\_\_

Description of Resource Concerns/Proposed Conservation Practice(s):

Engineering Plan Required? ☐ Yes ☐ No ☐ To Be Determined

Total Acreage: \_\_\_\_\_ Total Livestock: \_\_\_\_\_

***I hereby certify that statements regarding farm operations and management are correct and can be verified during an on-site visit or through an evaluation of current records, if requested. I understand that all installed practices through the 319 program are required to remain in place for a specified amount of time and may incur penalty if removed early.***

\_\_\_\_\_  
*Producer signature*

\_\_\_\_\_  
*Date*

## Appendix 2 – Payment Tracking Sheet (Office Use Only)



### **MNBC 319 Payment Tracking** (Office Use Only)



Producer Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Practice(s) Planned: \_\_\_\_\_

- ☐ W-9 on file (SWCD)
- ☐ Bill/Receipts on File (319 Producer folder)
- ☐ Engineering Plan (if applicable) on File (319 Producer folder)
- ☐ As-Builts/Completion Documentation on File (319 Producer folder)
- ☐ Location Map on File (319 Producer folder)
- ☐ Load Reduction Calculation on File (319 Producer folder)
- ☐ 319A Form completed and signed (319 Producer folder)

Sullivan SWCD Board Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Total Project Cost: \_\_\_\_\_

Cost-Share Amount: \_\_\_\_\_

☐ Producer Paid Date: \_\_\_\_\_ Check #: \_\_\_\_\_

**Additional Notes:**

## Appendix 3 – MNBC 319 Cost-Share Brochure (2 pages)

### GENERAL PROVISIONS

#### APPLICATION PROCESS

Materials are available online and at the:

- Sullivan County SWCD Office  
2316 N Section Street  
Sullivan, IN 47882

Schedule an appointment with the Watershed Coordinator or other appropriate staff to confirm eligibility and 319 funding availability.

The MNBC Cost-Share Program uses a continuous sign-up system, though funds are finite within the timeline of the grant. Proposed practices must lie within a critical area of the watershed for the pollutant addressed and must be installed according to specifications and with pre-approval.

#### CONSERVATION PLANNING

The Watershed Coordinator works with local USDA offices and technical staff to develop conservation plans as required by the Section 319 program. These documents can also be used as planning guidelines for other programs.

#### PRACTICE STANDARDS

All structures and vegetative practices must meet standards as defined by NRCS guidelines when available. Eligible practices must follow an approved engineering plan when applicable.

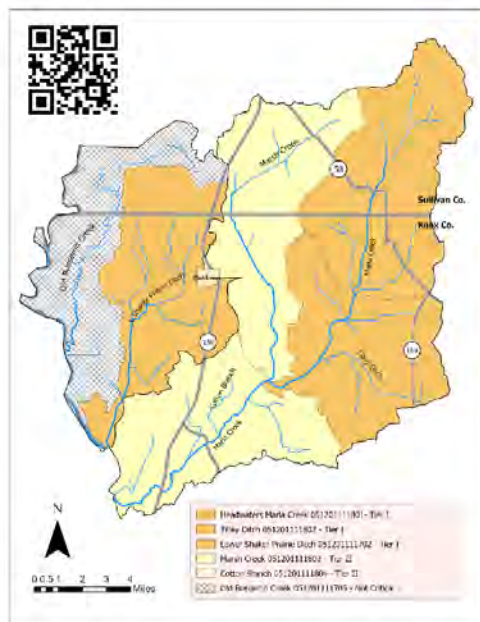
#### PAYMENTS

Payments are made as percentage reimbursements of practice implementation expenses. Participants must provide documentation of all costs, including cash or in-kind match. \$30,000 cap per customer.

After staff has verified practice implementation, a submittal will be made for program approval and payment. **Payments may take up to 8-12 weeks** and will be issued as a check from Sullivan SWCD (no direct deposits). A 1099 will be issued for payments over \$600.

### WATERSHED INFO

The MNBC Watershed spans 89,061 acres in Sullivan and Knox counties. The purpose of this initiative is to improve regional water quality through the installation of conservation practices in critical areas as shown on the map below.



This project has been funded wholly or in part by the United States Environmental Protection Agency under assistance #H01004 to the Indiana Department of Environmental Management. The contents of this document do not necessarily reflect the views and policies of the Environmental Protection Agency, nor does mention of trade names or commercial products constitute endorsement or recommendation for use.

### Maria-No Business Creek Watershed

## 319 Cost-Share Program



**Watershed Coordinator**  
E-mail: [laura@watershed-alliance.org](mailto:laura@watershed-alliance.org)  
Cell: (812) 564-1162  
[www.watershed-alliance.org](http://www.watershed-alliance.org)



**Sullivan SWCD Office**  
Phone: (812) 268-5157 x3  
2316 North Section Street  
Sullivan, IN 47882



# Guideline to Cost-Share Practices and Payment Rates

## Short-Term Vegetative Practices

- **Cover Crops 60-75% cost-share**
  - ⇒ 75% for NEW customers (no cover crops >5 yrs)
  - ⇒ 60% for other applicants

Seed and labor costs reimbursed.

Fertilizer costs excluded.

Single-year commitment (3 yrs/field max cost-share).

Not to be used in conjunction with NRCS payments.

- **Critical Area Planting - 75%**
- **Forage and Biomass Planting - 75%**
  - Must be converting from row-crop farming.
  - Must maintain for 5 years (no annuals).

- **Pasture Seeding - 75%**
  - Must be associated with a rotational grazing and/or exclusion efforts. Seed and labor only

## 10-Year Vegetative Practices

Practices must remain in place for 10 years minimum  
No yearly incentive payments

- **Field Border**
- **Filter Strip**
- **Grassed Waterway \*\*\***
- **Wetland Construction\* \*\***
- **Riparian Buffer Establishment**
- **Tree and Shrub Establishment**

\* Primary purpose must be reduction of pollutants.

\*\*Permits may be necessary

\*\*\* Approved engineering plan necessary

## Nutrient and Tillage Reduction

- ⇒ **Equipment Cost-Share**
  - 75% Cost-Share with \$15,000 cap

Practices must remain in place for a minimum of 5 years.

Must be moving from a lower to higher residue systems.

Must demonstrate reduction in N, P, or sediment.

Technology must be **new** to the operation.

No replacements/repairs. No software subscriptions.

No incentive payments

- **No-Till Planter Upgrades**
- **Reduced Tillage Mods (Chopping Heads)**
- **Guidance/AutoSteer**
- **Swath Control/Variable Rate for N**
- **Cover Crop Seeding Equipment**

## Livestock Practices

Practices must remain in place for 10 years minimum  
Must possess livestock at the time of sign-up  
Must provide proof of grazing plan upon request

- **Livestock Fence (interior/exclusion only)**
- **Animal Trails and Walkways**
- **Watering Facility**
- **Heavy Use Area Protection**
- **Roof & Stormwater Runoff Structures**



## Structural Practices

Practices must remain in place for 10 years minimum. Must follow approved engineering plan.

**75% Cost-Share**

- **Diversion**
- **WASCOB (Water & Sediment Control Basin)**
- **Terrace**
- **Grade Stabilization Structure**
- **Streambank/Shoreline Protection\*\***

\*\*Permits may be necessary

\*\* No rip-rap/vegetative measures only

May apply for redesign and reconstruction of structures that have outlived their useful lifespan.

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**\$30,000 CAP per customer for all**

**319-funded practices**

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## 319 is Unable to Fund:

- Projects outside of designated critical areas
- Log jam removal projects
- Purchase of land, easements, etc.
- Fertilizer or other soil amendments
- Purchase of large equipment
- Dredging or channelization
- Sales Tax
- Projects associated with mitigation or permit compliance
- Projects directed at water quantity rather than water quality