



Application and Instructions

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Salem, Oregon 97301-5894
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<http://marionswcd.net>

General Instructions

Marion SWCD's Landowner Assistance Program is intended to help landowners that may otherwise not have the financial means to install conservation practices on their land. Priority will be given to smaller acreage landowners, livestock owners/operators, landowners addressing water quality, and probable demonstration sites. Completion of this application indicates that the landowner or lessee is agreeable to receiving technical assistance on the proposed project and follow specifications set forth by the Marion SWCD.

- The maximum payment awarded to a successful grant application is \$5,000. Marion SWCD will pay 50% of the project cost, up to \$5,000. Landowners are required to provide 50% of the project funds, which can be provided as labor costs, materials, cash, or financial assistance from other sources. In addition, there is a \$15,000 maximum payout per entity in a five year period.
- Equipment that is *critically needed* for the life of the conservation practice may be included in the project budget as an in-kind match item. (Please contact the Marion SWCD for verification of needed equipment.)
- Consultation fees and overhead costs will not be reimbursed by grant funding.
- If permits are required for the project, the applicant is responsible for obtaining and/or purchasing them.
- Priority will be given to those landowners who have had planning assistance from the Marion SWCD technical staff.
- A maximum of one LAP grant may be awarded per landowner per year.
- An electronic version of the application form can be obtained at: <http://marionswcd.net>
- Projects must be completed and all receipts submitted to the Marion SWCD by June 1st, 2013

Answer the questions in the attached application completely by typing or printing in blue or black ink. **For ease of processing, we encourage you to type your answers using the electronic format application.** Please be as clear and concise as possible in explaining your project. Maps and photographs may be attached to provide clarification to the written description. This application may be duplicated if needed. If applications are faxed or e-mailed to the office, a copy with an original signature must be provided at the office within five business days of the application deadline. Marion SWCD is not responsible for applications not received by the deadline due to technical problems. **Incomplete applications will not be processed.**

To ensure that your application is complete and in accordance with the grant guidelines, we encourage you to submit your application by May 2nd, 2012 for a review by the Marion SWCD technical staff. This will allow the technical staff time to meet with you and make any needed adjustments or clarifications for your project.

Applications must be received at the SWCD office by Friday May 11th, 2012 at 4:00 PM.



The Marion Soil and Water Conservation District is an equal opportunity employer, providing services to the public without regard to race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status.

MARION SOIL & WATER CONSERVATION DISTRICT

APPLICATION FOR LANDOWNER ASSISTANCE PROGRAM

Section 1. Applicant

Applicant Name:	Farm/Business Name:
Mailing Address:	Project Address:
Phone (home):	Phone (work/mobile):
E-mail Address:	Latitude (Y)_____ Longitude (X)_____ *Location of the Project recorded in DD or DMS*

See Instructions on Longitude and Latitude point collection on Page 4

Section 2. Background

- A. Have you had planning assistance from Marion SWCD on the proposed project? Yes No
- B. Has Marion SWCD made a site visit to your project site? Yes No
- C. Name of Marion SWCD Planner _____
- D. Have you filled out *Voluntary Conservation on Your Land* and given a copy to Marion SWCD? Yes No
- E. Total Farm/Land Acreage Owned and Leased _____

Section 3. Natural Resource Concerns, Practices, and Benefits

A. Clearly describe the natural resource concern(s) to be addressed. Please indicate the current conditions of the project site and indicate proximity to surface water (including ditches, streams, ponds, etc.) if applicable.

B. Indicate the conservation practices which will address the identified natural resource concern(s) for which grant assistance is requested. Please indicate acres treated or project size.

C. Describe how the individual conservation practices will be maintained and kept viable (i.e. frequency and scope of inspections, repairs anticipated, etc.).

D. List and describe the benefits that are expected to be produced by the practices installed (i.e. environmental, economic, quality of life, etc.).

Section 4. Project Budget

The budget is the applicant's statement for how the Marion SWCD funds will be spent. Use this table to itemize projected costs for each of the following expense categories that apply to your project. *Please use the accompanying Practice Cost List for the maximum costs allowed for individual practices.* Financial assistance for approved practices will be based on specifications provided by the Marion SWCD, as a minimum. The cost differential for practices installed to higher specifications shall be the responsibility of the applicant. Please round figures to the nearest whole dollar when possible.

Note: A minimum of 50% cost share/in-kind is required by the cooperator for the Landowner Assistance Program. Cost share/in-kind can be provided as labor costs, materials, cash, or financial assistance from other sources. The subtotal of column 4 must equal or exceed the subtotal of column 5. Landowner in-kind labor shall be charged at \$13/hour.

Project Expense	No. of Units	Unit Cost	Cost Share/ In-Kind	Marion SWCD Requested Funds	Description of expense item and who will provide it, if known <i>(Please attach any relevant bids if applicable)</i>
SUPPLIES/MATERIALS (Seed, fencing, pipes, gravel, plants, etc.)					
		\$	\$	\$	
		\$	\$	\$	
		\$	\$	\$	
		\$	\$	\$	
		\$	\$	\$	
LABOR (Work crews, establishing plants, equipment operation, etc.)					
		\$	\$	\$	
		\$	\$	\$	
		\$	\$	\$	
		\$	\$	\$	
		\$	\$	\$	
EQUIPMENT (Only critically needed equipment)					
		\$	\$	\$	
		\$	\$	\$	
PRODUCTION COSTS (Design, permits — see general instructions for restrictions.)					
		\$	\$	XXXXXXXX	
		\$	\$	XXXXXXXX	
Column Subtotals			\$	\$	(Not to exceed \$5,000 in Marion SWCD funds)
Total Project Cost*			\$		(Add two subtotal columns together)

*The total project cost must not exceed \$50,000 due to regulations regarding Oregon labor and wage laws.

Section 5. Education and Outreach

The Marion SWCD encourages education through conservation projects. A conservation project is used to educate other landowners about inventive ways to address natural resource concerns. *For Example*, the project may be showcased in a guided tour on occasion or highlighted in a presentation or written fact sheet.

A. Are you willing to allow your project to be used as an educational tool for other interested landowners?

Yes No

B. Is your project in a highly visible location?

Yes No

Indicate nearest road or visible feature: _____

C. Are you willing to allow a sign to be placed at the site, indicating project type and funding source?

Yes No

D. Comments or ideas for outreach: _____

Section 6. Application and Agreement

I request financial assistance under the Marion SWCD Landowner Assistance Program to install the conservation practices described in Section 3B. These practices are needed to solve the natural resource problems described in Section 3A.

I agree to ensure that all applicable local, state which may include water rights, and federal permits are obtained for installation of the practice(s) requested. Also, I agree to maintain the practice(s) for its design life as determined by the Marion SWCD in the practice specification(s) provided by the Marion SWCD and described in Section 3C. I give Marion SWCD permission to inspect the practice(s) (by field review) at least yearly or as often as necessary for compliance until the end of the practice design life in accordance with policy of the Marion SWCD.

Further, I agree to refund all or part of the financial assistance paid to me as determined by the Marion SWCD if:

- a. the grant-funded practice(s) fails within its design life due to circumstances within my control (i.e. neglect, failure to protect and maintain practice(s), destruction of practice(s) before the expiration of its design life, or other actions which cause grant-funded practice(s) to become non-viable). Landowners are not responsible for practice failure caused by circumstances beyond their control (e.g. fire, flood, drought, storm damage, etc.)
- b. I relinquish or lose ownership of equipment purchased with financial assistance.

If a sign is provided for my project site, I agree that:

- a. Marion SWCD will pay for all costs required to order and install the sign.
- b. I will assist Marion SWCD in selecting a site for installation of the sign that is visible to the public.
- c. I will maintain the sign and keep it free of visual barriers for at least five years after installation.
- d. Landowners are not responsible for damage to the sign that is beyond their control (e.g. auto accident, storm damage, vandalism, etc.)

Signature of Applicant

Date

Signature of Landowner *(if Applicant is Lessee)*

Date

FOR OFFICE USE

Received by

Date

Approved for Funding by Marion SWCD Board of Directors

Date

Instructions for collecting Latitude and Longitude Point Locations of Projects

Latitude (Y) and Longitude (X) points can be collected for a specific location in many ways. You can collect this data by using: a hand held GPS unit, vehicle GPS units – some units can perform this function, GPS applications on smart phones, the internet, and with the help of your Marion SWCD planner. Most GPS units (including vehicles and smart phones with GPS applications) display the Latitude and Longitude of your location automatically, as soon as the unit and/or applications are turned on. As we cannot anticipate all the possible GPS units and applications in use by grant applicants, if you are having trouble locating the Latitude and Longitude information on your GPS unit please see the instruction manual for the unit or bring the unit with you when meeting with your Marion SWCD planner and they can try and help you with it.

One internet site that will display the Latitude and Longitude of a specific address is:

<http://itouchmap.com/latlong.html>.

After loading the page, type in your address in the Address box and click Go. You can see from the example below that after the address (our office) is typed in it is now shown on the map with the Latitude and Longitude points displayed in a white callout box above the location.

Please note that it is very important to record the numbers exactly as you see them, the negative sign included, to ensure your location will display properly in our mapping software. In this example, we would record the Latitude as: 44.922135 (DD) and Longitude as: -122.993188 (DD), exactly as seen below. If you type in your address and it is not located correctly, i.e. close, but on the opposite side of the street, you can click on the red marker and drag it to the correct location. After you move the red marker to the correct location, then click on the center of the red marker and the point Latitude and Longitude locations will refresh showing you the correct location information.

Home » Latitude and Longitude of a Point

To find the latitude and longitude of a point **Click** on the map, **Drag** the marker, or enter the...
Address: 650 Hawthorne Ave SE, Salem, OR 97301

Map Center: [Get Address](#) - [Land Plat Size](#) - [Street View](#) - [Google Earth 3D](#) - [Area Photographs](#)

Try out the [Google Earth Plug-in](#). Google Earth gives you a 3D look of the area around the center of the map, which is usually your last click point, and includes latitude, longitude and elevation information.

Latitude and Longitude of a Point



Below the map on the left side of the screen, the Latitude and Longitude of the point above are displayed in two different formats. The first format is called Decimal Degrees (DD) and looks like: 44.922135, located in the top left box. The second format is called Degrees Minutes Seconds (DMS) and looks like: 44°55'19.6854", located in the bottom left box. GPS units will display the point in both formats, depending on the unit settings. Please indicate which format you have recorded your point in on application sheet 1 for clarification.

Note: Right click on a **blue marker** to remove it.

Get the Latitude and Longitude of a Point

When you click on the map, move the marker or enter an address the latitude and longitude coordinates of the point are inserted in the boxes below.

Latitude:
 Longitude:

	Degrees	Minutes	Seconds
Latitude:	<input type="text" value="44"/>	<input type="text" value="55"/>	<input type="text" value="19.6854"/>
Longitude:	<input type="text" value="-122"/>	<input type="text" value="59"/>	<input type="text" value="35.4768"/>

Show Point from Latitude and Longitude

Use this if you know the latitude and longitude coordinates of a point and want to see where on the map the point is.
 Use: **+** for N Lat or E Long **-** for S Lat or W Long.
 Example: +40.689060 -74.044636
 Note: Your entry should not have any embedded spaces.

Decimal Deg. Latitude:
 Decimal Deg. Longitude:

Example: +34 40 50.12 for 34N 40' 50.12"

	Degrees	Minutes	Seconds
Latitude:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Longitude:	<input type="text"/>	<input type="text"/>	<input type="text"/>

If you have any questions about collecting Latitude and Longitude points for your project please contact the Marion SWCD.