



DANIEL BOONE SOIL & WATER CONSERVATION DISTRICT
32637 MAIN STREET
JONESVILLE, VIRGINIA 24263
PHONE: (276) 346-1531
EMAIL: dbswcd@verizon.net
WEBSITE: www.danielbooneswcd.com

We work with the people who work the land.

MINUTES OF MEETING MARCH 25, 2025

The Daniel Boone Soil & Water Conservation District Board of Directors met Tuesday, March 25, 2025 at the Daniel Boone Soil and Water Conservation District office in Jonesville, Virginia at 6:00 PM.

<u>MEMBERS PRESENT</u>	<u>ASSOCIATES PRESENT</u>	<u>STAFF PRESENT</u>	<u>PARTNERS PRESENT</u>
Roger Elkins	Jason Miles	Samantha Briggs	Lorie Stevens
Bobby Burchett	Gary Bailey	Shawn Morris	Jordan Southern
Gary Martin	Donovan Willis	Tim Miles	
Mike Hobbs		Tim Hobbs	
Amy Byington			

PUBLIC PRESENT
None

MEMBERS ABSENT:
None

CALL TO ORDER:
The meeting was called to order by Roger Elkins, Chairman.

INVOCATION/PLEDGE:
Gary Martin/Everyone

REPORTS - OFFICERS: Secretary's Minutes and Treasurer's Reports
Roger Elkins asked the Board if there were any additions or corrections to the minutes. Hearing no additions or corrections, a motion was made to approve the February 25, 2025 Minutes of Meeting. (Byington, Hobbs, unanimous)

Roger Elkins asked the Board if there were any corrections to the Treasurer's report. Hearing none a motion was made to approve the March 18, 2025 Treasurer's report. (Martin, Byington, unanimous)

REPORTS - COMMITTEE CHAIRS:
Shawn Morris, Technical Committee Chair, stated that the committee recommends an increase in funding for contract #24-22-0025 (instance #460671) in the amount of \$4,522.50 due to changing 900 feet of 2-strand high tensile fence to 4-strand high tensile fence, adding 350 feet of pipeline, and adding 1 2-hole freeze-proof trough.

The new total cost-share with buffer payment is \$46,612.00. The Technical Committee also recommends an increase in funding for contract #24-24-0057 (instance #582711) in the amount of \$8,400.00 due to increasing the size of the structure. The new total estimated cost is \$129,288.50, new cost-share cost is \$96,966.38, and the new tax credit is \$8,080.53. A motion was made to increase project costs and tax credit amount listed above. (Byington, Hobbs, unanimous)

Shawn Morris stated that he and Tim Hobbs, Conservation Technician, have been working with Ben Chester, P.E., on AWMS plans and risk assessments for PY2024 WP-4SF's. A copy of the Technical Committee minutes of meeting and the VACS Program report are attached and made a part of these minutes.

Amy Byington, Community Outreach Committee Chair, stated that the committee had met to discuss an Agricultural Community Outreach Event. She stated that the event will be held on Monday, April 28, 2025 on the Fannon Farm with lunch provided. Topics are cover crop results from previous drone demonstration, interpreting soil sample results, and available programs from agencies. Amy Byington also discussed a fence/water system training on Monday, April 28, 2025 at the Town of Pennington Gap Community Center at 4:00pm with meal provided. A copy of the Community Outreach committee minutes is attached and made a part of these minutes.

A verbal report of the ongoing activities of the Chairman was given by Roger Elkins.

A copy of the District Manager report is attached and made a part of these minutes.

A copy of the Conservation Specialist report is attached and made a part of these minutes.

A copy of the Conservation Technician report is attached and made a part of these minutes.

A copy of the Administrative Secretary report is attached and made a part of these minutes.

SPECIAL GUESTS:

There was no special guest. Roger Elkins appointed Donovan Willis, Associate Director, to the Technical Committee.

UNFINISHED BUSINESS:

Tim Miles, Conservation Specialist, gave a report on the status of the Dodge Ram 2500 truck. He stated that he had contacted My Town Auto in Big Stone Gap, Virginia and Friendship CDJR in Bristol, Tennessee for quotes. A motion was made to accept the quote from Friendship CDJR for parts and labor pertaining to installing an integrated trailer brake control and flat black cab running boards. (Byington, Hobbs, unanimous) A copy of the quotes are attached and made a part of these minutes.

Tim Miles discussed a quote from Stateline Motorsports for repairing the roof on the 2021 Polaris Ranger. A motion was made to accept the quote for parts and labor pertaining to installing a new roof. (Martin, Hobbs, unanimous) A copy of the quote is attached and made a part of these minutes.

Shawn Morris discussed the district's lime spreader. He expressed the need to increase the size of the hopper to accommodate most standard bucket sizes on tractors. A motion was made to spend up to \$1,500.00 for modifying the equipment. (Byington, Martin, unanimous)

NEW BUSINESS:

Tim Miles discussed a potential volunteer/intern for the district. He stated that he had received an email from Cameron Jessee expressing his willingness to volunteer/intern. The board tabled this issue until the April board meeting to research liability issues.

Samantha Briggs prepared a list from the Annual Plan of Work and Strategic Plan of things to be accomplished in FY 2024-2025. The Board of Directors and staff reviewed and discussed the list. A copy of the list is attached and made a part of these minutes.

ANNOUNCEMENTS:

Roger Elkins presented a handout on the Emergency Commodity Assistance Program (ECAP) offered by the Farm Service Agency (FSA) at the request of Lisa Cope, CED. Any questions should be directed to FSA staff. A copy of the handout is attached and made a part of these minutes.

REPORTS FROM COOPERATING AGENCIES:

A copy of the DCR Conservation District Coordinator report is attached and made a part of these minutes.

A copy of the NRCS District Conservationist report is attached and made a part of these minutes.

A verbal report of the ongoing activities of the Virginia Cooperative Extension was given by Amy Byington, Lee County ANR Extension Agent.

The meeting was adjourned by the Chairman of the Board.

Approved:




Roger Elkins, Chairman

4.22-2025

Date

Respectfully Submitted By:



A. Samantha Briggs, Admin. Sec.

SWCD: Daniel Boone Name of Committee: Technical

Date: 3/25/25 Time: 4:30 PM Location: DBSWCD office

Designated Note taker: Tim Miles

Voting Members in Attendance: Shawn Morris, Tim Hobbs, Tim Miles,
Jason Miles, Jordan Southern, Amy Byington,
Gary Bailey

Voting Members Not in Attendance: none

Others in Attendance: none

Agenda/Discussion Item #1

Topic: Contract increase for contract # 24-22-0025,
Instance # 460671

Motion/Recommendation:
accept contract increase as disarrel

Motion Made By: Jason Seconded By: Gary Vote: all aye

Comments: increase in amount of \$4,522.50 due to changing 900 ft
of 2-strand high tensile fence to 4-strand high tensile fence, adding
350 ft pipeline, and adding 1 2-hole freeze-proof trough
[new project cost = \$45,880.00, new total cost-share = \$46,612.00]

Follow Up Actions- (Who/What/When): _____

Agenda/Discussion Item #2

Topic: Contract increase for contract # 24-24-0057, instance # 582711
due to increasing size of structure

Motion/Recommendation:

accept contract increase as discussed

Motion Made By: Jordan Seconded By: Jason Vote: all aye

Comments: increase in \$10,200 project cost; \$8,400,00 =/s

[new project cost = \$129,288.50 new cost-share = \$96,966.38
new tax credit = \$8,080.53]

Follow Up Actions- (Who/What/When): _____

Agenda/Discussion Item #3

Topic: NRCS obligate funds

Motion/Recommendation:

NA

Motion Made By: _____ Seconded By: _____ Vote: _____

Comments: expected in early/mid-April ranking deadline is March 28, 2025
piggyback potential

Follow Up Actions- (Who/What/When): _____

Additional Committee Business:

Shawn gave update on WP-45F projects that are pre-approved.

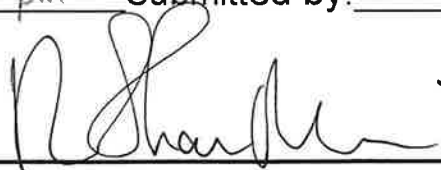
Jordan discussed local Working Group Meeting questions.

Group reviewed questions and had similar responses to questions this year.

Set next Committee Meeting Date, time and location: TBD

Motion to Adjourn By: _____ Seconded By: _____

Time of Adjournment: 6:00 pm Submitted by: Tim Miles

Committee Chair Signature: 

2023 VACS Program Report - 1

CONTRACT #	Instance	Practice	Total Est Cost	Estimated Cost/Share	Survey	Design	Construct Begins	Percent Complete	Remarks
24-23-0003		SL-6W	\$25,201.79	\$27,241.79	Y	Y	Y	100	Piggy-back project. Complete and paid
24-23-0022		SL-6F	\$74,398.65	\$78,478.65	Y	Y	Y	10	paid \$26,141.78 We met with Mr. Mickie in the office. He has decided to change contractors and will be scheduling a pre-construction meeting.
24-23-0024		SL-6W	\$88,615.00	\$93,931.00	Y	Y	Y	45	Fencing is complete. The landowner's husband has plans to install the watering system himself.
24-23-0040		SL-6W	\$131,497.50	\$134,977.50	Y	Y	Y	100	Complete and paid paid \$97,790.40
24-23-0043		SL-6W	\$52,915.00	\$56,275.00	Y	Y			No progress to report
24-23-0051		SL-6W	\$53,690.00	\$55,370.00	Y	Y	Y	100	Complete and paid paid \$44,094.51
24-23-0056		SL-6W	\$107,940.00	\$116,904.00	Y	Y	Y	100	Complete and paid paid \$116,904.00
24-23-0069		SL-6W	\$74,500.59	\$80,548.59	Y	Y	Y	100	Piggy-back project. Complete and paid
24-23-0071		SL-6W	\$90,222.50	\$92,586.50	Y	Y	Y	100	Complete and paid paid \$91,864.50
24-23-0072		SL-6W	\$11,836.75	\$12,436.75	Y	Y	Y	100	Complete and paid. paid \$12,436.75
24-23-0075		SL-6W	\$76,610.00	\$82,922.00	Y	Y	Y	30	Well has been drilled and pipeline has been installed.
24-23-0076		SL-6W	\$30,559.47	\$37,999.47	Y	Y	Y	100	Piggy-back project. Complete and paid. paid \$37,999.47
24-23-0080		SL-6W	\$14,310.65	\$16,746.65	Y	Y	Y	100	Piggy-back project. Complete and paid. paid \$16,745.74
24-23-0085		SL-6W	\$16,662.85	\$17,934.85	Y	Y	Y	55	Piggy-back project. Watering system is complete, fencing to follow.
24-23-0086		SL-6W	\$16,869.41	\$18,981.41	Y	Y	Y	100	Complete and paid paid \$18,981.41
24-23-0087		SL-6W	\$16,783.09	\$20,167.09	Y	Y	Y	100	Piggy-back project. Complete and paid. paid \$17,797.91
	521794	SL-6W	\$16,294.07	\$18,754.07	Y	Y	Y	100	Piggy-back project. Complete and paid. paid \$18,227.82
24-23-0088	521848	SL-6W	\$10,920.97	\$11,580.97	Y	Y	Y	100	Piggy-back project. Complete and paid. paid \$10,669.77
	521884	SL-6W	\$13,437.79	\$15,597.79	Y	Y	Y	100	Piggy-back project. Complete and paid. paid \$6,815.28
24-23-0090		SL-6W	\$84,135.00	\$86,055.00	Y	Y			No progress to report
24-23-0094		SL-6W	\$125,190.00	\$128,550.00	Y	Y	Y	100	Complete and paid paid \$125,312.17
24-23-0095		SL-6W	\$212,225.00	\$230,225.00	Y	Y	Y	100	Complete and paid paid \$230,225
24-23-0098		SL-6W	\$83,320.00	\$84,328.00					no progress to report
24-23-0099		SL-6W	\$113,377.50	\$115,825.50	Y	Y	Y	100	Complete and paid paid \$115,825.50

SWCD: Daniel Boone Name of Committee: Community Outreach

Date: 3/6/25 Time: 9:00am Location: DBSWCD office

Designated Note taker: Tim Miles

Voting Members in Attendance: Amy Byington, Jordan Southern,
Tim Hobbs, Tim Miles, Shawn Morris

Voting Members Not in Attendance: Samantha Briggs

Others in Attendance: none

Agenda/Discussion Item #1

Topic: Pasture Walk / Agricultural Community Outreach Event

Motion/Recommendation:

Event on April 28 with lunch provided (11:00am-1:00pm) at Farnon farm;

Topics are cover crop results from previous drone demonstration, interpreting soil sample results, available programs from agencies

Motion Made By: _____ Seconded By: _____ Vote: _____

Comments: Animal waste seasonal feeding facility incorporated with pasture management in Spring or Fall?; Seasonal high tunnel training in Fall?; Cover crop results from drone demonstration — possible topics for next/future events

Follow Up Actions- (Who/What/When): invite partners to attend/speak;
invite drone demonstrators/applicators
determine food

Agenda/Discussion Item #2

Topic: Fence/Water System Training

Motion/Recommendation:

Event on April 28 at TOPG Community Center
at 4:00pm (provide meal)

Motion Made By: _____ Seconded By: _____ Vote: _____

Comments: _____

Follow Up Actions- (Who/What/When): reserve TOPG Community Center;
determine food

Agenda/Discussion Item #3

Topic: _____

Motion/Recommendation:

Motion Made By: _____ Seconded By: _____ Vote: _____

Comments: _____

Follow Up Actions- (Who/What/When): _____

Additional Committee Business:

Pasture Walk in mid-October

Doug Hill farm — WP-45F topic

Set next Committee Meeting Date, time and location: TBD

Motion to Adjourn By: _____ Seconded By: _____

Time of Adjournment: 10:30 am Submitted by: Tim Miles

Committee Chair Signature: Ray Byring

DBSWCD
District Manager Report
Jan. – Feb.

- Program year 2022 – There are only 2 projects not completed (R. Cox & W. Hurd) one is under construction. **\$36,089.75 unobligated**
- Program year 2023 – Eight projects not completed, four of which are under construction. **\$24,788.40 unobligated**
- Program year 2024 – 10 of the 33 approved projects have been completed designed, 6 are under construction, and 6 have been paid. **\$12,143.18 unobligated**
- Program Year 2025 - **~\$2.83 million unobligated**
- I have had to shift the focus of my efforts toward previously approved PY2024 WP-4 SF projects still needing AWMS Plans reviewed by Ben Chester, Engineer, approved for construction (or not) and designs for those projects. The last four 2024 WP-4 SF projects are very near being ready to send to Ben Chester. We have also spent significant time providing additional information to the Engineers on projects previously sent for his review.
- Per the past 2 years we had hoped to “piggy-back” as many of the SL-6 projects as possible so participants could reap the benefits of the state and federal programs. This also allows us to work with a larger number of landowners which spreads the VACS Program funds to a wider clientele. “Piggy-back” projects may be on hold for now. Hobbs and I have been working on those PY2024 WP-4 SF projects while Tim has been working through the PY 2025 applications for grazing practices. Both Hobbs and Tim have really stepped up their game.
- Construction on projects that are in progress has started to pick up and several projects are gearing up to get started. There are 15 projects currently under construction.
- Hobbs has started on the AWMS Plans for PY 2025 WP-4 SF applications. W will be sending them, risk assessments, and accompanying information to the DCR engineer for review.
- One SL-6 W project was completed and paid.
- Hobbs and I attended a couple of meetings regarding the Powell River Public Boating Accesses.
- Attended the Area IV meeting.

Tim Miles
DBSWCD
Conservation Specialist Report
March 25, 2025

- I. Virginia Erosion and Sediment Control Program
 - The Land Disturbing Report for February 2025 was submitted to DEQ.
 - Routine inspections were made on active E&S projects.
- II. Virginia Agricultural Cost-Share Program
 - I have been entering information into the Conservation Application Suite to pay applicants for completed projects.
 - I made construction inspections on some projects.
 - I made some planning visits to develop conservation plans for potential PY25 projects.
 - I have been digitizing components and developing conservation plans in the Conservation Application Suite for potential PY25 projects.
 - I worked on several cost-estimate worksheets for potential PY25 projects.
- III. Miscellaneous
 - E&S information was provided for developing a FY25-26 Lee County budget request.
 - The Community Outreach Committee met on March 6. We are planning a Pasture Walk for April 28 at 11:00am. We are also planning a Fence/Water System Training for April 28 at 4:00pm.
 - I attended the Area IV Spring Meeting in Abingdon on March 12.
 - I participated in the Minutes Training on March 17.
 - The District website has been updated periodically.

Erosion and Sediment Control Project List

Name of Project	Approved Plan	Permit Number	LDA Acreage	Estimated Completion Date
LMU College of Veterinary Medicine New Classroom Building	X	2021-06	10.60	Spring 2025
Stone Mountain ATV Trail (Spearhead Trails Maintenance)	X	2022-02	0.99	Ongoing
White Rock Truss, LLC	X	2022-08	0.61	Spring 2025
Brandon Cheek Rock Picking Operation	X	2022-09	0.61	Spring 2025
Travis Hall Rock Picking Operation	X	2023-03	0.61	Spring 2025
Whistle Pig Country Store and Deli	X	2023-07	0.97	Summer 2025
Free Pentecostal Church of God Building	X	2023-12	0.96	Summer 2025
Jonesville Water System Improvements (Phase 2)	X	2024-01	0.90	Spring 2025
Timberline Barns	X	2025-01	0.90	Spring 2025
Randy Jones Rock Picking Operation	X	2025-02	0.61	Summer 2025
Magnolia Health and Wellness Dryden Rehab Project	X		3.48	
Lee County PSA Ocoonita-Miller Smyth Chapel Interconnection	X		0.76	

DBSWCD
Conservation Technician Report
March 2025

- Attended the area IV spring meeting.
- Went on numerous construction checks
- Working on AWMS

Samantha Briggs, DBSWCD
Administrative Secretary Report
March 25, 2025

- Submitted signed minutes of meeting and treasurer's reports to Lorie Stevens, CDC
- Submitted signed minutes of meeting and treasurer's report to Tim Miles for website
- Submitted Payroll for February 27, 2025
- Submitted Hybrid VOYA Retirement Cash Match 401(A)
- Submitted Hybrid VOYA 457 Deferred Comp Plan
- Submitted Federal 941 Tax to the Department of Taxation (February 2025)
- Submitted VA Withholding Tax to the Virginia Department of Taxation (February 2025)
- Submitted Virginia Retirement Contribution for February 2025
- Sent out Area IV Spring Meeting Notice for the meeting which will be held on Wednesday, March 12, 2025 in Abingdon, VA at the 4-H Center
- Finalized the contract with the Abingdon 4-H Center for the Area IV Spring Meeting
- Coordinated the Area IV Spring Meeting presenters
- Collected monies and sent receipts to all of the Area IV Spring Meeting participants
- Set up registration table for meeting
- Submitted Payroll for March 13, 2025
- Submitted Hybrid VOYA Retirement Cash Match 401(A)
- Submitted Hybrid VOYA 457 Deferred Comp Plan
- Prepared the Minutes of Meeting for February 25, 2025 for the March 25, 2025 board meeting
- Prepared the Agenda for the March 25, 2025 board meeting
- Prepared the Treasurer's Report for the March 25, 2025 board meeting
- Submitted board packets for March 25, 2025 board meeting
- Purchased board meeting supplies
- Prepared invoice for board meeting meals
- Prepared Running Budget for March 2025
- Reconciled both CD accounts
- Reconciled Operation Account Bank Statement to QuickBooks
- Reconciled VACS Program Account Bank Statement to QuickBooks
- Paid all monthly bills

My Town CDJR
721 E 5th St N
Big Stone Gap, VA 24219
(276) 523-4667

Service Dept M-F 7:30 AM - 6:00 PM
Sat 8:00 AM - 4:00 PM

3/25/25

Called My Town

Tristan - Service Dept

can install trailer brake controller and running boards

confirm safety recall

contact w/ Parts Dept.

trailer brake controller - integrated module

\$309.95 back order

? unsure when receive order

running boards

flat molded - aluminum \$917/set 3-5 days

tubular step bar - stainless \$844/set 3-5 days

tubular step bar - black \$606/set 3-5 days

3/25/25

Friendship CDJR of Bristol
3193 West State Street
Bristol, TN 37620

(423) 250-1271

Service 1
Sales 1
Parts 3

M-F 7:30 AM - 6:00 PM

Sat 8:00 AM - 3:00 PM

called service dept.

called parts dept. Stan

★ integrated trailer brake control

\$315.99 parts

switch-override module - 2-3 days Atlanta GA

running boards

tubular stainless steel (wheel to wheel) \$886.20/set

2 wks or couple days from nearby dealer

★ black cab (side to side)

\$636.30/set

ON SITE

labor \$180 running boards

\$1422+ tax min.

\$290 trailer brake

tax exempt

2021 Polaris Ranger 1000
SN: 4XAT6A99XM8019348

Single overhead cam
Full size crew
doors and roof - extra
front section of roof blew off
fasteners are broken

Stateline Motorsports

2115 West State St

Bristol, VA 24201

844-898-4321 toll free

877-694-7384 phone

276-644-1700 fax

Mon - closed

T-Sat 9:00 AM - 5:00 PM

5/25

called Parts Dept - Amanda

roof \$700

labor \$62.50

- 1 week to order

Service dept 844-898-4321

tax exempt

Review of Annual Plan of Work & Strategic Plan 2024-2025

Action Items to accomplish in March & April 2025:

Monthly Schedule of Annual Plan & Strategic Plan:

March:

1. SWCD Area IV Meeting. (*Board of Directors/Staff*)
2. Submit annual budget request to the Lee County Board of Supervisors. (*Budget Committee*)
3. Update District website in order to provide the public with up-to-date information, program deadlines, upcoming activities, recent events, etc. (*Conservation Specialist*)
4. Host a county-wide Envirothon competition for local teams, if necessary. (*Staff*)

April:

1. Submit/Present activity and/or progress reports to the Lee County Board of Supervisors on a quarterly basis (coincide with quarterly reports to DCR). (*Board of Directors/Staff*)
2. Rank Youth Conservation Camp applications and make selections. (*Staff*)
3. Rank VASWCD Scholarship applications and send selected application(s) to VASWCD. (*Staff*)

ECAP

EMERGENCY COMMODITY ASSISTANCE PROGRAM



Overview

Authorized by the American Relief Act, 2025, the Emergency Commodity Assistance Program (ECAP) provides economic assistance payments to eligible agricultural commodity producers for the 2024 crop year.

These payments help producers mitigate the impacts of increased input costs and falling commodity prices.

Eligible Acreage

- Acreage reported as intended for harvest, haying, grazing, silage, or other similar purpose is eligible.
 - 50 % of the acreage on the farm reported as prevented from being planted.
 - In cases where an initial eligible commodity failed or was prevented from being planted and the producer planted a subsequent eligible commodity for the 2024 crop year, eligible acreage is limited to the initial crop.
- Acreage reported as a planted or prevented planted subsequent eligible commodity after an initial crop that is not an eligible commodity or a fruit, vegetable, or wild rice, and the combination is not an approved double cropping situation (for example, an initial crop of mixed forage followed by a subsequent crop of corn).
 - Acreage that has been reported with both an initial commodity and a double crop commodity will be eligible for payment on both plantings if in an approved double cropping combination.
 - Acreage that has been reported with both an insured initial small grain crop that was intentionally destroyed before harvest by grazing or other means and is timely reported to the producer's crop insurance provider and is then followed with a subsequent eligible commodity that is not an approved double crop scenario, is eligible for payment on both plantings of eligible commodities.

Producer Eligibility

Eligible producers must meet the following requirements:

- Be actively engaged in farming.
- Have an interest in input expenses for a covered commodity.
- Have reported acreage of eligible commodities to FSA for the 2024 crop year using an FSA-578, Report of Acreage form.
- Have reported acres that were prevented from being planted to FSA for the 2024 crop year on a CCC-576, Notice of Loss (if applicable).

Note: Producers who have not previously reported 2024 crop year acreage or filed a notice of loss for prevented planted crops, must submit an acreage report by the August 15, 2025, deadline.

- In cases where the same acreage of a commodity was reported with two different intended uses, FSA will not issue duplicate payments for that acreage based on each intended use and the ECAP application will need to be

adjusted to reflect one planting and intended use. If both intended uses were reported by the same producer, the producer will receive one payment based on the eligible acres of the commodity. If the two different intended uses

were reported by two different producers, the producer with responsibility for input expenses for the acres will be eligible.

Eligible Commodity Payment Rates (per acre)

BARLEY		\$21.67	RICE		\$76.94 (LONG AND MEDIUM)	
CHICK-PEAS		\$31.45 (SMALL) \$24.02 (LARGE)	SORG-HUM		\$42.52	
CORN		\$42.91	SOY-BEANS		\$29.76	
COTTON		\$84.74 (UPLAND & EXTRA-LONG STAPLE COTTON)	WHEAT		\$30.69	
LENTILS		\$19.30	 OIL SEEDS			
OATS		\$77.66	 CANOLA	\$31.83	 RAPESEED	\$23.63
PEANUTS		\$75.51	 CRAMBE	\$19.08	 SAFFLOWER	\$26.32
PEAS		\$16.02	 FLAX	\$20.97	 SESAME	\$16.83
			 MUSTARD	\$11.36	 SUNFLOWER	\$27.23



Applying for ECAP

ECAP applicants can:

- Review and sign the pre-filled ECAP application mailed to producers who reported acreage of eligible commodities to FSA for the 2024 crop year and return to their FSA county office by one of the following methods:
 - In-person
 - Electronically using Box and One-span
 - Email
 - Fax
- Complete an application online at fsa.usda.gov/ecap using a secure login.gov account.
- Visit a local FSA county office to request an application.

Only one application is required for all ECAP eligible commodities nationwide.

Producers must have the following forms on file with FSA for the 2024 crop year:

- **Form AD-2047**, Customer Data Worksheet
- **Form CCC-901**, Member Information for Legal Entities (if applicable)
- **Form CCC-902I** (if applicable), Farm Operating Plan for an Individual
- **Form CCC-902E** (if applicable), Farm Operating Plan for an entity
- **Form CCC-943**, 75 % of Average Gross Income from Farming, Ranching, or Forestry Certification (if applicable)
- **AD-1026**, Highly Erodible Land Conservation (HELIC) and Wetland Conservation (WC) Certification

Payment Limitations

PAYMENT LIMIT	IF...
\$125,000	less than 75% of the average gross income of the person or legal entity for the 2020, 2021, and 2022 tax years is derived from farming, ranching, or forestry activities; and
\$250,000	not less than 75% of the average gross income of the person or legal entity for the 2020, 2021, and 2022 tax years is derived from farming, ranching, or forestry activities.

These payment limitations are separate from the payment limitations that apply to other programs. Gross income will be calculated based on the applicable three-year average (2020, 2021, and 2022) of the reported "total income" on IRS forms 1040, 1041, 1065, and 1120, or similar reported income.

A payment made to a legal entity will be attributed to those members who have a direct or indirect ownership interest in the legal entity, unless the payment of the legal entity has been reduced by the proportionate ownership interest of the member due to that member's ineligibility.

- **SF-3881**, ACH Vendor/ Miscellaneous Payment Enrollment Form (Direct Deposit)

Except for the new Form CCC-943, most producers, especially those who have previously participated in FSA programs, will likely have these forms on file. However, those who are uncertain and want to confirm the status of their forms or need to submit the new Form-943, can contact their local [FSA county office](#).

ECAP Payments and Calculator

Payments will be issued as applications are approved and will be calculated using a flat payment rate for the eligible commodity multiplied by the eligible reported acres. Initial ECAP payments will be factored by 85% to ensure

total program payments do not exceed available funding. Payments are based on acreage and not production. For prevent plant acreage, ECAP will be limited to 50% of reported or determined acres. If additional funds remain FSA may issue a second payment.

For an ECAP payment estimate, producers are encouraged to visit fsa.usda.gov/ecap to use the ECAP online calculator.

For more details and access to the online application and calculation tool scan the QR code below.





March 2025 – Conservation District Coordinator (CDC) Report

Lorie M. Stevens, Conservation District Coordinator

DCR-Division of Soil and Water Conservation – Abingdon Regional Office

lorie.stevens@dcr.virginia.gov | 276.451.5821

1) Administrative and Operational Items

- **FY25 3rd Qtr. Attachment E and Related Financial Report Reviews:** Due on *or before* 04/15/25. The Excel spreadsheet, Cash Balance, P & L, and the signed Attachment E should be sent via email. Be sure to double-check before submitting to ensure accuracy. Also, make sure that all payments and monthly interest transactions have been recorded in the tracking program.
- **Committee Meetings:** As your SWCD schedules committee meetings to handle year-end items, please remember the following:
 - Make sure that committee meetings are held in accordance with the Freedom of Information Act. That means that all committee meetings, including personnel committee meetings, must be advertised to the public and minutes must be taken at each meeting.
 - Remember to reference the closed meeting guidelines if the SWCD will be discussing subject matter that is recognized by the Code of Virginia to be exempt from FOIA (please reference FOIA Code §2.2-3711(A) for a complete list of closed meeting allowances).
 - A committee report should be presented to the board at the next appointed SWCD meeting.
 - Committee meeting minutes should be handled one of two ways:
 1. Minutes should be approved by the committee at the next committee meeting, OR
 2. Minutes should be handled by the full board if no committee meeting is scheduled for the near future.
 - Once approved by the committee or the board, committee meeting minutes should be signed by the committee chair.
 - Per the FY25 Administrative and Operational Grant Agreement, DCR-DSWC Conservation District Coordinators are required to maintain copies of the board meeting minutes (regular, special-called, and committee). Please continue to email me approved and signed minutes each month, as they become available.
- **Interview Panels and FOIA:** As districts continue to hire new staff, please remember that FOIA rules apply to conducting interviews. Interview panels made up of 3 or more directors, or a quorum of Committee members, constitutes a public meeting. The interview panel must be advertised as a public meeting and minutes should be recorded accordingly. However, the actual interviews are protected and should be conducted in a closed session. Once the interviews are completed, the meeting will need to certify the closed session and enter back into an open meeting. Please be sure to carefully follow the closed meeting guidance, which can be provided by your CDC.
- **Minutes Training, March 17 @ 1:30PM:** Required DCR grant deliverable. Mrs. Arlene Skinner will focus on how to record meeting minutes, with an emphasis on properly documenting discussions, motions and votes, committee recommendations and committee reports. She will be sharing some tools and templates that help document minutes that meet the minimum requirements of FOIA and public expectation.
Registration: https://us02web.zoom.us/meeting/register/2ZBMqL0NQhaVduqW_AF98g
- **Audit Updates:** The VSWCB will meet on March 19th and will hold an audit subcommittee meeting prior to the VSWCB meeting. The audit subcommittee will review the information provided by the auditors. Final reports are expected to be released after the subcommittee meeting.
- **Directory Updates:** Please review your SWCD's respective SWCD directory page(s) and submit any SWCD directory updates or changes to Shannon Mitchum at the VASWCD. Please ensure that contact

information for newly appointed VCE Agent directors is included as part of your SWCD's submitted updates.

2) Ag and Cost-Share Items

- **Carryovers:** Encourage VACS participants to complete their projects in time for payment prior to the end of the fiscal year to reduce carryovers into FY26. Keep in mind that only certain practices are eligible for carryover status. Districts should reference Pages II-42 through II-46 of the FY25 VACS Program Manual for a list of practices eligible for carryover and an explanation of the carryover procedures. Practices approved in FY25 that are listed as “two-year completion date eligible” do **not** need formal board approval prior to the end of this FY. Other practices substantially under construction and eligible for carryover will need approval by SWCD boards prior to COB 06/30/25.
 - Carryover BMPs coming to the end of their third PY and not expected to be complete by 06/30/25 can only be carried over again with prior approval from DCR. Requests to carry over BMPs a 3rd time into a 4th PY must be submitted to Sara Bottenfield, Ag Incentives Program Manager, by May 15, 2025. For each practice requested, District staff will need to:
 - Update the Carryover section of the Measurements tab by selecting 'Other (describe in BMP comments)' as one of the justifications and entering a comment on the General tab to thoroughly explain the reason for an additional carryover. Include the date and initials of the person entering the request in the comment.
 - Send an email to Sara (sara.bottenfield@dcr.virginia.gov), copying your CDC, with the contract number, instance number, and justification. This can be in the body of the email or as an attachment, but if submitting requests for multiple practices please include them all in a single email.

The “Cost-Share Program Carryover Report for BMPs to be Completed, Canceled or Carried Over into FY26” is available in Logi for assessing Carryovers.

- **Follow-up to Random BMP Verifications:** Please continue to work with participants who have BMPs with maintenance needs and remember to update the Verification Module as repairs are completed.
- **Cost-Share Obligations and Transfers:** If your SWCD is unable to obligate all the cost-share funds provided, now is the time to consider transferring money to another SWCD or release the allocation back to DCR. In both cases, a proportional amount of TA must be transferred or returned.
- **BMP QA/QC Reports:** To ensure that technical staff understand my process, the BMP QA/QC Reports are generated and emailed to the assigned CDC every other Monday. I will forward to individual SWCDs **only** if there are identified QA/QC issues.
- **VACS Program Practices Requiring Nutrient Management Plan (NMP) Before Cost-Share Payment/Tax Credit Issued:** This is the annual reminder that several VACS Program Best Management Practices (BMPs), such as cover crop and animal waste, require that a NMP be prepared and signed by a certified nutrient management planner before such BMPs can be certified as complete and paid. Refer to Pages 1-4 of the PY25 VACS Program Manual for a complete practice list. Cost-share payments or tax credits cannot be issued until a current NMP is on file with the SWCD. Please assist participants in need of NMPs to contact a planner well in advance of practice completion to ensure that payments are not delayed. DCR nutrient management specialists are available and willing to write plans but cannot always fulfill last minute requests.
- **PY26 Secondary Considerations:** Require DCR approval. Must be submitted for review and approval prior to any cost-share approvals take place in the new PY to Sara Bottenfield, DCR-DSWC Ag Incentives Program Manager. Please cc the assigned CDC. Remember that if your SWCD chooses to lower the PY26 participant cap, you must document in the Secondary Considerations.

- **PY26 Average Cost List:** Does not require DCR approval but does require local SWCD board approval before being submitted to DCR. Submit to Sara Bottenfield and the assigned CDC. Approval must be made before any cost-share approvals take place in the new PY.

3) DCR-DSWC News: Staffing Updates

- **Raleigh Coleman, Lead Trainer and Engineering Specialist:** Started 2/25/25. Email address is: Raleigh.coleman@dcr.virginia.gov; Work Phone: 540-347-6420.
- **Palmer Smith Bunce, Poultry Litter Transport Incentive Program Coordinator:** Email address is: palmer.bunce@dcr.virginia.gov; Work Phone: 540-416-5350
- **Stu Blankenship, Data Services Manager** has resigned effective 2/24/25. Please contact Jen Edwards with CAS questions.

4) Grant Agreement Deliverables Reminder(s)

- **Finance Committee Meetings:** The Desktop Procedures for District Fiscal Operations states that the Finance Committee will meet a minimum of two times during the fiscal year. One reason to meet is to work on the FY26 Budget. Plan accordingly.
- **Review of Desktop Procedures for District Fiscal Operations:** Has the District Board or the Finance Committee completed the required annual review? That review should be documented in the official minutes.
- **Fixed Assets Inventory Reminder:** The Desktop Procedures manual requires that SWCDs maintain a detailed fixed assets inventory (pages 25 & 26). All inventory items should be tagged, and the sequential tag number included on the inventory listing. Review annually.
- **FY25 Administrative and Operational Grant Agreement, Deliverable #17 (Ag Community Outreach Event):** If you have already held this event in FY25, please email me and share the specifics about your event. If you have not yet held the required outreach event, please be sure to send me an invitation when available. Refer to my February 2025 CDC Report and/or Attachment F of the FY25 Grant Agreement for specific requirements.
- **Long-Range Plan:** The Long-Range/Strategic Plan must be reviewed by the Board at least once during the FY and recorded in board meeting minutes.

Upcoming Training and Important Dates:

- **March 7, 2025:** HR: Next Level Teams & Retainer Hours Kick-Off Meeting
- **March 12, 2025:** Area IV Spring Meeting, Southwest Virginia 4-H Center, Abingdon, VA
- **March 17, 2025:** Meeting Minutes Training, https://us02web.zoom.us/meeting/register/2ZBMqLONQhaVduqW_AF98g
- **March 19, 2025:** VSWCB Meeting, Twin Lakes State Park; Audit Subcommittee meets at 9am; Full board meets at 10am
- **April 2-3, 2025:** Conservation Selling Skills and Perennial Streams Training, Central VA Community College, Lynchburg (required for CPC)
- **April 16, 2025:** VSWCB Meeting, Drury Hotel; Richmond, VA
- **April 17, 2025:** VASWCD Quarterly Board Meeting, Drury Hotel; Richmond, VA
- **April 24, 2025:** Area IV Envirothon, New River Valley Fairgrounds, Dublin, VA
- **May 7, 2025:** Overview of Nutrient Management Plans, 1:30pm This is a repeat of the training offered at the Annual Meeting. It was requested DCR offer it again in the spring.

DCR Conservation Planner Certification Courses: Questions should be directed to Carl Thiel-Goin, DCR-DSWC Conservation Planning and Training Coordinator at carl.thiel-goin@dcr.virginia.gov

- Virginia Agriculture BMP and Cost-Share Program: 02/28/25, 9:00 AM, via ZOOM
- RUSLE 2 Part C: April, Details and information to come

- Conservation Selling Skills: 04/02-04/03/25, Central VA Community College, Lynchburg, VA
- Stream ID Course: 05/21/25, 8:00 AM – 4:30 PM, Charlottesville, VA
- Nutrient Management Training Schools: Summer 2025
- VA Resource Training: 10/15-10/16/25, Online
- RUSLE 2 Part A, B, C: Fall 2025
- DCR Conservation Planner Course: October 21-23, In person, Buckingham County

cc: Blair Gordon, Soil and Water Conservation District Liaison
Sara Bottenfield, Agricultural Incentives Program Manager
Angela W. Ball, PhD, DCR Western Area Manager

Electronically sent to SWCD offices 03/04/2025.



Jonesville SERVICE CENTER REPORT
Daniel Boone SWCD Board Meeting
03/25/2025

Program Updates/Deadlines:

- **Environmental Quality Incentives Program (EQIP)**
FY25 EQIP Applications = Approximately 40

EQIP Payments March - \$260,198.56 (68 Practices)

FY25 EQIP & CSP Application Deadline: October 11th

FY25 EQIP ACT NOW Approvals – 10 Contracts totaling \$138,356.00

FY25 EQIP (Classic) Ranking Deadline – March 28th

FY25 EQIP (Classic) Preapprovals – April 3rd
- **Conservation Stewardship Program (CSP)**

3 FY25 Renewals Obligated
- **Agricultural Conservation Easement Program (ACEP)**

None
- **Conservation Reserve Program/Conservation Reserve Enhancement Program (CRP/CREP)**
None
- **Conservation Technical Assistance**
As requested by participants

BMP Projects/Partnership Activities

- Approximately 5 -10 projects under construction
- 1 WFF complete

Other Collaborations/Key Interactions Benefitting Districts

Local Working Group/Public Meetings

- 03/25/2025 @ 4:30

Outreach/Agency Activities/Events (dates)

Upcoming Training Opportunities in the Area (JEDs, Webinars, Field Days)

- March 25th DC monthly meeting
- March 19th Virginia Wednesday Webinar

Earth Team Volunteer Program

-

VA NRCS Operational/Personnel Changes

- Updates, if available

Submitted By Jordan Southern, District Conservationist