Tualatin Soil and Water
CONSERVATION DISTRICT
Conservation is for everyone.

FINANCIAL ASSISTANCE PROGRAM

Program Overview and Guidelines

The Tualatin Soil and Water Conservation District (Tualatin SWCD) Direct Financial Assistance (Direct FA) Program provides technical and financial support to residents of Washington County to implement certain conservation practices on private lands. Projects funded through the Direct FA Program are planned by Tualatin SWCD staff and then implemented and managed by the program participant. For all selected projects, Tualatin SWCD staff will evaluate site conditions and create a site-specific project plan that includes the necessary details for carrying out the project.

ELIGIBLE PROJECTS

Projects receiving financial assistance from Tualatin SWCD must address one or more of the following natural resource concerns: water quality, water quantity/conservation, soil health and/or erosion, invasive species management, fish and wildlife habitat, or forest health.

To be eligible, projects must be located on private land within Washington County, Oregon and must not occur on a property with an active or incomplete project funded through the same program. Additional eligibility criteria may apply for specific project types.

PROGRAM ELEMENTS

- **Planning**

  After a site visit and assessment of the property, Tualatin SWCD staff work closely with the participant to draft a project concept and budget to be considered for enrollment in the Direct FA program. If numerous natural resource concerns are identified on the site, Tualatin SWCD may recommend developing a full Agricultural or Forest Management Plan, if applicable, to guide and prioritize projects over a longer timeline.

- **Project Selection**

  On a quarterly basis, Tualatin SWCD staff prioritize and select projects based on a data-supported assessment of the project's watershed-scale impacts. Projects rank highest that:

  - address water quality concerns, followed by those that address water quantity and soil health
  - are within a priority geographic area, as defined by Tualatin SWCD planning efforts
  - support projects receiving funding from other community programs or organizations

  - expand the impact of other conservation projects being implemented by Tualatin SWCD or other conservation organizations
  - include applicants from underserved communities

- **Implementation**

  If the project is selected, Tualatin SWCD will develop a project plan that outlines the practices (tasks), methods, specifications, and deliverables. Specifications will allow the participant to get bids for work and materials, which will help Tualatin SWCD create a project budget in cases where set rates do not apply. Implementation of tasks can begin once an agreement and all associated project documents have been signed by the participant and Tualatin SWCD.

  The participant is responsible for implementing all components of the agreed-upon project plan. Tualatin SWCD **will not** act as a project manager during implementation of the project unless an arrangement is made at the discretion of Tualatin SWCD staff. Tualatin SWCD will support any necessary design work related to the project plan but will not engage in permitting or construction activities related to the project. Tualatin SWCD will not directly hire or promote contractors for work on a project. Participants will be responsible for selecting and hiring contractors. Tualatin SWCD staff will develop specifications for contractors to complete project tasks. Any bids, quotes, or agreements from contractors to perform work on projects will be managed by the participant. Tualatin SWCD staff will provide technical support while the work is ongoing. If an arrangement is made by Tualatin SWCD staff to directly manage the implementation of a project plan or design, any or all of these actions could be completed by Tualatin SWCD.

  Participants must agree to allow Tualatin SWCD staff to gain reasonable access to the project site for monitoring and certification of project tasks. Participants enrolled in the program are expected to post a Tualatin SWCD sign at the project site and agree to let Tualatin SWCD publicize the project or use the site for project tours.

- **Monitoring**

  Tualatin SWCD staff will use photo monitoring to document progress throughout the duration of the project. Photo points will be established at key reference locations to capture baseline conditions (before the project is initiated) and project progress at regular intervals. Tualatin SWCD staff will review the completed project to ensure that specifications are completed successfully.

PRIORITY PROJECTS

Priority project types vary based on the project location (i.e., urban area, rural area, or forested lands). Our conservation specialists can provide examples of priority projects based on location.

INELIGIBLE PROJECTS

All projects must demonstrate a "downstream" community benefit. The Direct FA Program will not cover costs for projects that do not clearly demonstrate a community benefit, such as (list is not exhaustive):

- Private capital purchases or expenses
- Farm equipment, land management tools and equipment
- Crop yield improvements
- Land clearing, reforestation (planting in harvested areas)
- Road building or other access improvements
- Infiltration projects (rain gardens, swales) over existing stormwater management infrastructure

Other ineligible project types:

- Projects required for mitigation requirements
- Projects to correct cited Oregon Department of Agriculture water quality violations
- Forest management projects to meet Forest Practices Act compliance

FUNDING AND AGREEMENT DETAILS

When enrolling in the Direct FA Program, participants will enter into an agreement with Tualatin SWCD. The duration of the agreement will depend on the project type and the anticipated time needed to successfully complete the project. The agreement will indicate who is responsible for each project task and will outline project and payment deadlines. The participant agrees to maintain the project following the completion of the agreement.

Cost-share details will be outlined in the agreement signed by the participant and Tualatin SWCD. Costs will be paid at the agreed-upon rate once Tualatin SWCD staff have reviewed project tasks to ensure specifications have been completed successfully. **Consult with Tualatin SWCD staff for current practice cost rates or costs for specific project initiatives**. Partial payments in advance of project completion will be considered in special circumstances. Total agreements are not to exceed $50,000.

Tax Implications:

Payments totaling $600 or more in a calendar year may be considered by the IRS to be reportable income. Participants who receive Tualatin SWCD funding will be required to complete an IRS W-9 form. If applicable, Tualatin SWCD will report the income to the IRS and to the participant on a 1099-MISC form. The participant should consult a tax advisor regarding income reporting requirements and whether project-related expenses may be included as deductions on the participant's tax returns to offset this income.

QUESTIONS? CONTACT US:

(503) 334-2288 | info@tualatinswcd.org