



## ***Laramie Rivers Conservation District***

### **Living Snow Fence Cost Share Program**

#### General Program Objectives

The LSF Cost Share Program promotes planting living snow/windbreak fences as conservation tools. LRCD provides planning, supplies and labor for the planting of living snow/windbreak fences.

#### **Who is Eligible:**

Albany County residents with 5 or more acres and a reliable source (quality and quantity) of irrigation water.

#### **Specific Goals of Program**

Manage snow deposition

Livestock shelter

Energy conservation via wind protection

Enhance wildlife habitat by providing food and cover

Noise reduction

Enhance beautification/aesthetics of property/community

#### **Funding**

The Cost Share Program matches up to 50% of project costs. This is a reimbursement of cost paid to the applicant after the project is complete.

- Before work begins, the application will require board review and approval
- Maximum match is 50% of project cost, up to \$1,250.
- Cannot be used to fund landowner labor costs.
- LRCD encourages making purchases within Albany County when possible.
- If the applicant is participating in other grant/cost sharing opportunities for the same project, those funding amounts will need to be disclosed to LRCD to determine the landowner's out-of-pocket cost.
- Applicants can apply once per calendar year (January 1<sup>st</sup> to December 31<sup>st</sup>).

#### **Selection Process**

The Laramie Rivers Conservation District Board of Supervisors makes all grant authorizations and payment decisions. When necessary, they will suggest or require project plan changes based on their experience and knowledge of best practices.

*The Laramie Rivers Conservation District offers all programs and services on a non-discriminatory basis, without regard to race, color, national origin, sex, religion, age, disability, political beliefs, or marital and familial status.*

*Laramie Rivers Conservation District, 793 Huron St, Laramie, WY 82070 Phone (307) 395-3230*

*Email: [holly.roemeling@lrkd.net](mailto:holly.roemeling@lrkd.net)*

### **Criteria for Cost Share**

For a project to be eligible for LRCD cost share funds, a project must:

- Clearly meet objectives of this program.
- Allow LRCD staff to take before/after photographs.
- Meet all applicable standards and codes of federal, state, city and/or county government, and be agreeable with grant recipient's neighbors.
- Be fully completed within one year of approval.
- Be approved on a first-come, first-served basis.
- Be approved by LRCD Board of Supervisors before work commences or material is purchased.

### **Application and Program Procedure**

1. Self-assessment: does your proposed project meet the objectives of this program?
2. **Arrange for LRCD staff on-site visit to determine if project meets the criteria.**
3. LRCD Board of Supervisors reviews and authorizes Application/Agreement during the monthly meeting, typically the third week of each month.
4. Upon approval, complete the project as described in application.
5. When project is finished, arrange for LRCD staff to inspect work, take photographs, and sign Agreement Completion Certification.
6. Turn in: 1) receipts; 2) reimbursement worksheet; 3) tax form, if required; 4) and signed Agreement Completion Certification.
7. LRCD Board of Supervisors reviews completed project and authorizes reimbursement.
8. You should receive reimbursement check by mail within 15 days of monthly board meeting.
9. After project has been finalized, applicant is encouraged to attend a Board of Supervisors meeting and present their project.

THE LRCD BOARD OF SUPERVISORS RESERVES THE RIGHT TO DECIDE WHETHER PROPOSED COSTS ARE REASONABLE AND WHETHER A PROJECT DESIGN IS APPROPRIATE.

*Laramie Rivers Conservation District*  
**Living Snow Fence Cost Share**  
**Application and Agreement Form**

Cooperator Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Project description (please attach design and technical plans if you have any):**

**Estimated project total: \$**

**\*Attach detailed budget-LRCRD does not cost share on the sales tax**

**50% cost share request: \$**

----- *Below is for Office-Use Only* -----

Staff comments:

- Public benefit:  conservation of natural resources       protection or enhancement of wildlife habitat  
 beautification of public space       promotion of health/safety of citizens  
 protection of the tax base

**I affirm that the application information provided is accurate, to the best of my knowledge, and I have read and understand the Cost Share Program Agreement.**

\_\_\_\_\_  
Signature of Applicant Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of LRCD staff preparing application Date: \_\_\_\_\_

Date Approved by Board: \_\_\_\_\_

**PURCHASES MADE BEFORE APPROVAL MAY NOT BE ELIGIBLE FOR COST SHARE!**

*PLEASE NOTE THAT COST SHARE FUNDS MAY BE SUBJECT TO FEDERAL INCOME TAX!*

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**Agreement Completion Certificate (must be signed prior to payment)**

I hereby certify that implementation of the conservation practices proposed in the Application/Agreement have been completed according to the Objectives and Criteria of this program as of the date shown below. The receipts I provided reflect the true cost of implementing the project authorized.

\_\_\_\_\_  
Signature of Applicant Date

\_\_\_\_\_  
Project checked by LRCD staff Date Date Reimbursement Approved: \_\_\_\_\_