

## **Application Documentation Required for Natural Resource Conservation Service (NRCS) Programs**

- Application returned by designated sign up deadline with all questions completed and signed. Contact your local NRCS office to see when the next deadline to apply is.
- Establish Farm Records with the Farm Service Agency (FSA) for the land being considered
  - If Do Not Own all or part the land and are applying to implement Structural practice(s), you are required to provide a lease for projected contract length. (NRCS can provide a simple lease).
- Adjusted Gross Income (AGI) Statement CCC-926 form (Individuals need to have their spouse/partner complete a separate AGI). FSA can assist you with completing this form.
- Highly Erodible Land Conservation (HELC) & Wetland Conservation (WC) Certification AD-1026 (All individuals that have a farming interest and is requesting benefits). FSA can assist you with completing this form.
- If applicable - Power of Attorney (POA) FSA-211 form for Partners, Spouses, or Co-owners that are not signing the contract but wish to be able to sign for future payments and modifications. FSA can assist you with completing this form.
- Consent to Disclosure of Tax Information – Individual form CCC-927. This form must be completing if you are applying under a Social Security Number. This form must be submitted by you and returned to the address indicated on the form.
- Direct Deposit form SF-1199A (your financial institution with which you will be depositing your contract funds will need to complete Section 3 of this form)
- Control of Land Certification, signed and dated by the applicant (NRCS can assist you with completing this certification)

## **Additional Application Documentation Required for Entities**

- Member's Information Form CCC-901 (if working with the Farm Service Agency (FSA) the CCC-902 is required). FSA can assist you with completing this form.
- Adjusted Gross Income (AGI) Statements CCC-926 form for the entity and each member. FSA can assist you with completing this form.
- (HELC) & Wetland Conservation (WC) Certification AD-1026 form for the entity and all members with more than a 20% interest in the entity. FSA can assist you with completing this form.
- If applicable - Power of Attorney (POA) or FSA-211 POA form for individuals that may sign contract documents that are not a member but are going to manage this contract as identified on the POA. FSA can assist you with completing this form.
- Consent to Disclosure of Tax Information – Entity form CCC-928. This form must be completed if you are applying under an Employee Identification Number. This form must be submitted by you to the address indicated on the form.

- Direct Deposit for SF-1199A (the financial institution with which you will be depositing your contract funds to can assist you with completing this form).
- Control of Land Certification, signed and dated by the applicant (NRCS can assist you with completing this certification)
- A Dun & Bradstreet Data Universal Numbering System (DUNS) number and current registrations in the Central Contractor Registration (CCR) database are required for receiving payment under an EIN. If you do not have a number, information is available at: <http://fedgov.dnb.com/webform/displayHomePage.do>

#### **Additional Application Documentation Required for Non-Profits**

- Letter on the organization's letterhead signed by the legal head of the organization stating they have Signature Authority for the organization
- Adjusted Gross Income (AGI) Statements CCC-926 form for the organization. The Farm Service Agency (FSA) can assist you with completing this form.
- (HELC) & Wetland Conservation (WC) Certification AD-1026 form for the organization. FSA can assist you with completing this form.
- If applicable - Power of Attorney (POA) or FSA-211 POA form for individuals that may sign contract documents that are not a member but are going to manage this contract as identified on the POA. FSA can assist you with completing this form.
- Direct Depositing form SF-1199A (the financial institution with which you will be depositing your contract funds to can assist you with completing this form)
- Control of Land Certification, signed and dated by the applicant (NRCS can assist you with completing this certification)

---

All Participant(s) are not to start any financially assisted practice or activity or engage the reimbursable services of a certified Technical Service Provider before a Contract is executed by NRCS. The Participant may request, in writing, a waiver of this requirement for financially assisted practices by the NRCS State Conservationist.

*There is a deadline that you need to submit all of the above documentation by. Please contact your local field office for this deadline information. Failure to submit your paperwork to NRCS by this deadline will result in cancellation of your application.*