



Growing Forward 2

Beneficial Management Practices

POLICIES AND CLARIFICATION – March 2014

Subject to updates – for internal use only

(rev March 14)

Category	Category statement #	Policy
General <i>(From March 2014 PA training session)</i>		How to ensure timely approval: <ul style="list-style-type: none"> • Include property assessment to verify farm status • Clear indication of ownership – corporation/lease • GST# given is in the name of applicant and name on GST account is exactly as written on application – <i>name should be exact as on the GST form – simplifies verification process – PAs can go onto CRA’s GST registration site.</i> • SOC – statement of completion PAs Also can use a PDF or picture and keep on file. • Required management plan completed • Supporting documentation for payment to other than GST registrant (box 15)
General	1	Access to the BMP program: <ol style="list-style-type: none"> a. Access will be based on an Environmental Farm Plan (EFP) that is less than 5 years old and reflects the current farm or ranch operation. The EFP must be renewed if it is more than 5 years old, or there have been changes made on the farm or ranch operation that could have impacted the environmental risk. This does not imply the farm operation will be able to access On-Farm Action program dollars nor does it imply the farm cap will be reset. b. The farm or ranch operation is in British Columbia and has valid “Farm Class” land as designated by the BC Assessment Authority or is a First Nations agricultural operation with designated authority. c. The applicant has a valid business (GST) number. d. Access to certain BMPs requires additional assessments and planning be completed prior to approval (e.g., Nutrient or Riparian Management Plans). These BMPs are considered to be “linked” and the planning BMP must be completed and submitted to ARDCorp prior to beginning a project.
	2	Date: Funding is designated to change management practices on existing farm or ranch operations and / or to improve physical landscape conditions where there is undesirable environmental risk(s) which have been identified in the EFP. Funding is not designed for the development of new farm or ranch operations or to incent a change in enterprise type. Management Practices: The management practice to be changed must have been in existence on the operation on or before January 1, 2008, to be eligible for funding. The on-farm action funding is designated to make necessary changes (mitigate) to an existing practice or practices that have or are causing an environmental impact.

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		Physical Landscape: A new farm operation may eligible for BMP funding to improve the physical landscape conditions if the environmental risk was present on the farm operation prior to 2008. To be eligible, the environmental risk must not have increased due to changes in the farm or ranch operations management practices or change in farm enterprise type.
	3	Farm Cap: Overall farm cap for BMP Program is \$70K for any farm that has or is participating in the Canada-BC Environmental Farm Plan Program. Those operations that participated in the BMP program under APF, Continuity Year or Growing Forward Agreements (2003 – 2012) which have not reached the \$70K farm cap can continue to access the program until such time as their farm cap has been met.
	4	Projects per Application: Each eligible project constitutes a single application, but some projects may include more than one practice, however, category caps and farm caps still apply.
	5	Number of project applications: Eligible farm or ranch operations are limited to two BMP applications per year per eligible farm enterprise. Planning BMP's and engineering and technical design work are not included in this total.
	6	Project Justification: For each project the entire application form must be completed. In addition, the merits of each application will be considered, so the following must be included with the BMP project application: <ul style="list-style-type: none"> ○ What environmental issue is being addressed by this project? ○ How will this project resolve the environmental issue?
	7	Funding of partial projects: Funding for partial projects will be evaluated on a case-by-case basis and are eligible only when the partial projects, on their own, achieve significant environmental risk reduction. Requests for consideration must include justification or evidence of regulatory agency documentation which may have delayed project completion.
	8	Equipment: Program may provide funding for the environmental enhancing components of new or existing equipment. This is based on a project justification, cost estimates and may be subject to a technical review by appropriate experts.
	9	Stacking: Program policy sets a percentage maximum amount of government funds which could be used towards the total project costs. For <i>Growing Forward 2</i> environmental programming this has been set at 75%. Where funding is provided by a government agency and the agency deems that the funding is not from a Canadian government, a letter from the agency confirming the source of funds must accompany the request for payment.
	10	In-kind: One of the purposes of allowing in-kind contributions to cover a portion of the project costs is to reduce the cash costs for the applicant. The total value of the in-kind contribution must not exceed 15 per cent of the total project cost. <i>In-kind is limited to labour and the use of equipment owned by the applicant.</i> Proposed use of in-kind labour and equipment must be identified on the initial BMP project application. The maximum allowable in-kind labour and equipment rates are specified in the BMP application form. Refer to BMP Application Form for more details. Reasons for rejecting in-kind <ul style="list-style-type: none"> • Labour not identified • Material on-hand included • No summary of hours included • Number of machine hours and labour hours in box 12 should be box 11 • Unreasonable claim • If no in-kind claimed in original application and then do claim it, need to contact office prior to sending in paper work
	11	Group or area based Environmental Farm Plans: Where an approved group or area-based environmental farm plan has been completed, individual BMP applications from group plan participants may be eligible for an incentive premium equivalent to a 10% lift in the individual practice code cost share or a \$10K lift in the funding cap, whichever is lesser. To be eligible to receive the group plan incentive premium, projects undertaken by the group participants must be identified as a potential BMP in the Group Plan report and must demonstrate that the cumulative impact of the project or projects will have a positive outcome. Group Plans and incentive funded projects will be evaluated to determine positive outcome, with general guidance being that the impact must cover more than 50% of the area covered by the participants of the group or area based plan. Refer to Group Plan Guidelines for more details on group planning.

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	12	Project initiation: Projects will be considered ineligible for funding if any portion has been initiated prior to approval.
	13	Project completion: Unless otherwise specified in the project approval letter, all projects must be completed prior to December 31 of the year they are approved. There may be some exceptions for some elements of group projects. Approval of projects will be based on the assumption they will be complete by the end of the calendar year. Work and invoices must be completed and dated on or before December 31 unless written consent by the program administration is given to carry on with project work beyond that date. Carrying on will only be considered in extenuating circumstances (i.e., delays as a result of regulatory approval).
	14	Caps and Cost Shares for BMP Categories: These are valid for the 2014/2015 BMP Program Year beginning April 1, 2014; however, they are subject to revision.
	15	Materials on Hand: The program is unable to reimburse for materials on hand, whether in the farms inventory or products produced on the farm and contributed to the project by the applicant.
	16	Evidence of payment: In order to be reimbursed by the program, a copy of paid invoice, cancelled cheque with invoice, or credit card transaction as evidence of payment is required.
	17	Cancelled Projects: Any projects cancelled by applicant or that have exceeded the time deadline are considered cancelled. Any materials or services obtained for a cancelled project are not eligible for payment if a new application is received at a later date. By previously starting a project, it does not mean it is ineligible for further consideration under a new application. However, all costs incurred for materials or services under the previous application will be ineligible for funding under the new application.
	18	<p>Engineering or Technical Design: For projects that require an engineering or technical design, the design work must be carried out by a qualified professional or by an individual with demonstrated training and experience. Engineering or technical design work may be an eligible cost as a standalone item. Engineering or design costs should be included as part of the BMP costs or as a stand-alone for structures that require engineering approval (i.e., structures, roofs, etc.).</p> <p>If required by a regulatory statute, an appropriately qualified professional means an applied scientist or technologist specializing in a relevant applied science or technology including, but not necessarily limited to, agrology, forestry, biology, engineering, geomorphology, geology, hydrology, hydrogeology or landscape architecture. An appropriately qualified professional must be registered in British Columbia with the appropriate professional organization, and acting under that association's Code of Ethics and subject to disciplinary action by that association. He or she must also be someone who, through demonstrated suitable education, experience, accreditation and knowledge relevant to the particular matter, may be reasonably relied on to provide advice within his or her area of expertise.</p> <p>If not required by regulatory statute, an appropriately qualified technical design maybe carried out by an individual who has suitable education, experience, accreditation and knowledge, and may be reasonably relied on to provide advice within his or her area of expertise. Upon request, individuals wishing to carry out a technical design must provide a CV to ARDCorp for review and approval.</p> <p>A. Engineering and technical design work may be an eligible cost as a standalone item if a project does not proceed for economic, technical or environmental reasons.</p> <p>B. Engineering costs should be included as part of the BMP costs for structures that require engineering approval (i.e., structures, roofs, etc.).</p>
	19	Premises Identification: If the applicant has livestock or poultry on their property, they are required to provide their 9-digit BC Premises Identification Number (e.g. BC33A13P4 or BC44TR55E) to be eligible for this cost-shared funding. A premises is any parcel of land where animals are kept, assembled, raised or disposed of. To be eligible for GF2 program funding premises registration is required for: bison, cattle, chicken, fallow deer, goats, pigs, reindeer, sheep, and turkeys. Other livestock and poultry species can also be registered in the BC Premises Identification system. A Premises Identification number is a unique national number assigned to a piece of land by the government of British Columbia and is a critical component of the National Livestock Traceability System.

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	20	Laws and Regulations: All projects must abide by all applicable federal, provincial and local government laws and regulations, including, but not limited to, the Federal and Provincial environmental assessment and protection acts, trade agreements, and zoning bylaws.
	21	<p>Management Plans Required: If the completion of the workbook triggers the need for a Management Plan BMP (for another BMP) then either a Planning BMP Application or planning notification must be submitted by the planning advisor to ARDCorp if the producer intends to recover their costs through the BMP Program. The short BMP application and plan notification must outline the type of plan, value, producer and date of plan. The advisor bills the producer for the plan and the producer claims the cost through the program.</p> <p>The planning advisor should submit the application to ARDCorp as soon as possible upon initiating the plan so the funds can be allocated / approved for that BMP.</p> <p>The management plan will not be considered one of the two BMPs for the producer in this calendar year, IF required for another BMP. A copy of the plan is required on file at ARDCorp.</p> <p>Consultant Requirements for Plans Biodiversity: Several of the Planning Advisors have been trained to do Biodiversity Planning and have been approved for doing biodiversity plans under Growing Forward 2. Please see the list of qualified Biodiversity Planners on the ARDCorp website.</p> <p>Riparian Health Assessments: All Planning Advisors have the initial training required to develop a RHA plan. The plans will be submitted with producer claims and reviewed individually and marked on a performance level similar to the Biodiversity plans. The plans will be reviewed until the planning advisors show they are meeting an acceptable level. The RHA could lead to a Riparian Management Plan.</p> <p>Technical assistance is available from BC Ministry of Agriculture</p> <p>Further to the discussions with the funding partners, the following revision will be effective immediately for the EFP Riparian Health Assessments through the Growing Forward program: a maximum cost of \$1500 per report will be billed to ARDCorp by the PA (instead of the producer paying and claiming through the program).</p> <p>Nutrient Management Plans: If manure base, then the plan will need to address the manure stores and its handling in detail and should include the amount of manure produced, the use and cycle and period required to store. If the manure is removed from the farm, the plan is complete. Whereas if not, then the plan devised. Nutrient composition readings are to be submitted to ARDCorp with claim submissions. Only the technical information will be forwarded and no client info divulged.</p> <p>Technical assistance is available from BC Ministry of Agriculture.</p>
1 IMPROVED MANURE STORAGE & HANDLING		This BMP is no longer funded. There may be possible exceptions on a case-by-case basis for group projects.
2 MANURE TREATMENT		<p>See BMP list for details</p> <p>Limited to poultry and livestock.</p> <p>Nutrient Management Plan: A NMP is now a prerequisite under this category.</p>
3 MANURE LAND APPLICATION		<p>See BMP list for details</p> <p>Nutrient Management Plan: A NMP is now a prerequisite under this category. Only certain components of some spreaders may be funded.</p>
4		See BMP list for details

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IN BARN IMPROVEMENTS		Limited to poultry operations.
5 FARMYARD RUNOFF CONTROL / STORMWATER MANAGEMENT	1	See BMP list for details
	2	Water Quality Protection: Upstream diversion to keep clean water clean and away from areas that could create contamination or structures that provide downstream protection are eligible.
6 RELOCATION OF LIVESTOCK FACILITIES	1	See BMP list for details
	2	Decommissions site: The site from which the relocation has occurred must remain under the control of the project applicant once the relocation has occurred. The existing site must be decommissioned.
7 WINTERING SITE MANAGEMENT		See BMP list for details Limited to livestock
8 PRODUCT & WASTE MANAGEMENT	1	Standard farm practices: fertilizer, fuel, pesticide and silage storage are considered standard practices and are not eligible for funding under GF2. See BMP list for details
	2	Some sector limitations.
	3	Nutrient Management Plan: A NMP is required for practice code 0803.
	4	Mulching mowers: Heavy duty mulching mowers for dealing with orchard prunings are eligible for incremental assistance. Eligible funding is based on the cost difference between conventional and mulching mowers. Based on technical evaluation by AGRI, the typical maximum project cost is \$4,500 (\$1,350 from the program). This is based on the difference between a conventional mower and a mulching mower. Rotary or flail mowers: These mowers, with side discharge or swinging arms that are designed to reduce pesticide use and target grass clipping management are ineligible in this category – they are eligible under Cat 1601.
9 WATER WELL MANAGEMENT		No longer eligible for funding under GF2.
10 RIPARIAN AREA MANAGEMENT	1	See BMP list for details
	2	Alternate Watering Systems for Livestock: Practice Code 1001 includes the construction of wells, dugouts and spring development as eligible costs.
	3	Riparian and/or Grazing Management Plans: Supplementary plans are a prerequisite under this category.
	4	Cross fencing: Eligibility for funding must be based on a Riparian Management Plan or Grazing Management Plan (a Biodiversity Enhancement Plan may provide additional support) that identifies the importance and value of cross fencing in dealing with identified environmental risks and achieving environmental benefits.
	5	Tree and Shrub Costs: Tree and shrub planting and establishment costs are limited to \$50 per tree/shrub, exclusive of all establishment costs, including in-kind for Category 1002.
	6	All Projects must be properly designed by an accredited engineering consultant or a qualified professional in accordance with federal provincial and local government regulations and specifications. An appropriated qualified technician may be used if not required by regulatory statute. Approval of projects will be contingent upon adherence to all federal, provincial, and municipal guidelines and regulations for project design and implementation.
	7	Constructed Works: Eligible expenses will include site assessment, engineering design and materials, labour, and equipment rental associated with earthwork, installation of structures, and re-vegetation work in

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		addition to the constructed works.
11 EROSION CONTROL STRUCTURES	1	See BMP list for details
	2	Riparian Management Plans: Supplementary plans are a prerequisite under category code 1101.
16 IMPROVED PEST MANAGEMENT	1	See BMP list for details
	2	Tower sprayers: Up to \$5,000 (\$1,500 from the program) can be provided for the additional incremental costs of converting an existing sprayer into a tower sprayer or of purchasing a new tower sprayer (based on technical evaluation by AGRI).
	3	Tillage equipment: The incremental costs to modify conventional tillage equipment for the purposes for reducing pesticide are eligible for funding if they are included in the IPM plan.
	4	<p>An Integrated Management Plan must have been developed and implemented by the producer before applications under Category 16 can be approved.</p> <p>Options for an Integrated Pest Management Plan:</p> <ul style="list-style-type: none"> - A Plan has been prepared in consultation with an IPM firm or consultant and carried out by the producer and/or farm employees. Evidence of the plan and the name of the firm or consultant must be supplied with the application. - An IPM program is carried out by an IPM firm or consultant under contract with the applicant. Evidence of the contract and the name of the firm or consultant must be supplied with the application - The farm has been certified by the COABC Evidence of organic certification must be supplied with the application. - The farm has a written and documented IPM plan and program that has been reviewed and accepted by the Planning Advisor. A copy of the plan and documentation showing implementation must be supplied with the application.
17 NUTRIENT RECOVERY FROM WASTE WATER	1	See BMP list for details
	2	Nutrient Management Plan: A NMP is required prior to access funding.
18 IRRIGATION MANAGEMENT	1	Funding is no longer provided for nurseries, greenhouse operations and for tree fruit, grape and berry operations for irrigation equipment modifications/improvements to increase water and nutrient use efficiency.
	2	See BMP list for details
	3	1804 is limited to the Interior, Vancouver and Gulf Islands.
	4	Irrigation design: All eligible systems are to be based on a Certified Irrigation Plan.
	5	Irrigation efficiency: An efficiency increase of 15% must be identified in the certified plan.
	6	An existing irrigation system must be in place for category codes 1804 and 1805.
	7	Farm use change: Changes in farm use are deemed to be normal farm evolution. Irrigation upgrades associated with these changes are therefore eligible for funding assistance under the program provided they meet all other relevant irrigation requirements of the program. New systems are not eligible.
	8	Eligible technology: Conversions from one type of eligible irrigation technology to another type of eligible irrigation technology are eligible for assistance under the program provided they meet all other relevant irrigation requirements of the program.

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	9	<p>Pre-existing irrigation systems:</p> <ul style="list-style-type: none"> • The pre-existing irrigation system must have been in place on or before January 1, 2004. • The pre-existing irrigation system must have been: <ul style="list-style-type: none"> ○ a sprinkler system – hand move, solid set or stationary gun, or ○ a traveling gun, or ○ a designed flood system, and ○ capable of meeting water demand based on climate, crop and soils. • Ineligible systems include: <ul style="list-style-type: none"> ○ garden hoses, or ○ buckets, or ○ systems for areas not previously irrigated by the pre-existing system. • Evidence of a pre-existing system that must be observed by the Planning Advisor include one or more of the following: <ul style="list-style-type: none"> ○ old system in place, or ○ irrigation infrastructure on farm, or ○ irrigation plan for previous system, or ○ photos of previous system, or ○ water bills from use of previous system, or ○ pump system in place, or ○ invoices for previous system. • The BMP application description needs to include information about the pre-existing system.
19 BUFFER, HEDGEROW & SHELTERBELT ESTABLISHMENT		<p>See BMP list for details</p> <p>A Vegetative Buffer Plan is required.</p>
24 NUTRIENT MGMT. PLAN	1	<p>See BMP list for details</p> <p>Consultant Qualifications: Producers and Planning Advisors to be provided with information on the desired qualifications of planning consultants.</p>
	2	<p>Divulge report findings: For those plans that cover the costs of manure, compost or soil testing, AGRI requires the analytical values (N, P, K, etc.), the lab name and/or method, the farm operation, the manure state (liquid or solid) and the regional district be provided.</p>
25 INTEGRATED PEST MGMT. And 26 GRAZING MGMT. PLAN		<p>See BMP list for details</p> <p>Consultant Qualifications: Producers and Planning Advisors to be provided with information on the desired qualifications of planning consultants.</p>
26 GRAZING MANAGEMENT PLANNING		<p>See BMP list for details</p>
28 BIODIVERSITY MANAGEMENT PLANNING		<p>See BMP list for details</p>
29 IRRIGATION MGMT. PLAN	1	<p>See BMP list for details</p> <p>Linked to Category 18, 5 and 3201. All projects except 1802 require certified plans.</p>

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	2	Consultative services for preparing certified irrigation plans. Site investigation, plan and quote preparation. Site inspection upon job completion. Certified designer must sign and seal each plan for project to be eligible. Certified designer must inspect project after completion and send a signed completion form to the program before payment for plan preparation and project costs are made. An invoice from the Certified Irrigation Designer must be submitted to produce outlining services.
30 RIPARIAN HEALTH ASSESSMENT		<p>See BMP list for details.</p> <p>Linked to BMP 10 and 11.</p> <p>Consultant fees to complete a Riparian Health Assessment or a combination of the Riparian Health Assessment and the Riparian Area Management Plan. Riparian Area Management Plan consists of the RHA action plan, the design (layout, species and maintenance protocols) and implementation of the BMP project application.</p>
31 METHANE EMISSION REDUCTION		No longer funded under GF2.
32 NITROUS OXIDE EMISSION REDUCTION	1	See BMP list for details
	2	Regional limitations: the following areas are eligible – Stathcona, Comox Valley, Cowichan Valley, Metro Vancouver, and the Fraser Valley Regional District for 3201.
33 CARBON DIOXIDE EMISSION REDUCTION	1	<p>See BMP list for details</p> <p>An energy assessment and/or certified irrigation plan is required for some category codes.</p>
	2	Equipment for no-tillage/ reduced tillage: 50% of the value of a zero-till drill is eligible for funding assistance.
34 VEGETATED BUFFER PLANNING (VBP)		<p>See BMP list for details</p> <p>Linked to BMP 19.</p>