



State of Wisconsin
Governor Scott Walker

Department of Agriculture, Trade and Consumer Protection
Ben Brancel, Secretary

Instructions for Extending

Producer-Led Watershed Protection Grants from 2017 to 2018

It's that time of the year to be thinking about extending unspent grant funds into next year. You must request an extension on or before **December 15, 2017** in order to extend 2017 grant funds into 2018.

REMINDER POINTS:

- ▶ Approved extensions are valid until December 31, 2018.
- ▶ All extension requests must be received electronically on or before December 15, 2017.
- ▶ To request an extension of 2017 funds, please e-mail a progress report, using the progress report template, to rachel.rushmann@wisconsin.gov. The template can be found on our webpage: https://datcp.wi.gov/Pages/Programs_Services/ProducerLedProjects.aspx
- ▶ DATCP will notify producer-led groups on their extension approval by January 31, 2017. DATCP may contact groups prior to this date to make necessary changes in their requests to comply with contractual and programmatic requirements.
- ▶ Questions? Please contact Sara Walling at 608-224-4501, Sara.Walling@wisconsin.gov or Rachel Rushmann at 608-224-4622, rachel.rushmann@wi.gov (if after December 1)

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