



Wisconsin Department of Agriculture, Trade and Consumer Protection
 Division of Agricultural Resource Management
 Bureau of Land & Water Resources
 PO Box 8911, Madison, WI 53708-8911

Soil and Water Resource Management Program

DATCP
 Received:

Certification and Cost-Share Reimbursement Request Form

Personal information you provide may be used for purposes other than that for which it was originally collected. sec. 15.04 (1)(m), Wis. Stats. This form is authorized by s. 92.14, Wis. Stats. Completing this form is voluntary.

Use to certify practices and request partial or final reimbursements. Provide DATCP electronic copies of cost-share contracts, addenda, NM checklists, construction cover sheets, calculation sheets and other required supporting documentation in the combined PDF of each contract submitted for reimbursement.

GENERAL INFORMATION

COUNTY:	COST-SHARE CONTRACT NUMBER:	☒ Final payment (check only if all practice components of this project have been properly installed) ☐ Partial payment (check only if installed practice components provide independent conservation benefits see ACTP 50.40(12)) ☐ SEG for Structural
CENTURY	1-2025	
☐ Approved extended contract on file with DATCP		Check applicable location of the cost-share project: ☐ Land owned by a local governmental unit, as defined by ATCP 50.01(17), subject to 50% cap in ATCP 50.42(1)(dr) ☒ Farm land ☐ Other
LANDOWNER NAME:		
Mary and Bob Swiss		
GRANT RECIPIENT NAME:		

Must implement a performance standard to receive 70% cost share rate for ATCP 50.88 and 50.885

A	B	C	D	E	F	G	H
COST-SHARED PRACTICE DESCRIPTION (Practices should be listed exactly as shown on cost-share contract)	NR 151 CODE	WATER-SHED CODE	WATER-SHED NAME	ORIGINAL DATCP COST-SHARE AMOUNT	CHANGE ORDER AMOUNT(S) (enter + or -)	DEDUCT PARTIAL PAYMENTS RECEIVED FROM DATCP (enter -)	COST-SHARE PAYMENT FROM DATCP
50.88 Streambank or shoreline protection	151.08 (Manure mangement)	BL02	Bad Axe River	\$7,000.00			\$7,000.00
50.885 Stream Crossing	151.08 (Manure mangement)	BL02	Bad Axe River	\$1,960.00			\$1,960.00
50.75 Livestock fencing	151.08 (Manure mangement)	BL02	Bad Axe River	\$2,695.00			\$2,695.00
Select...	Select...	Select...	#N/A				\$0.00
							\$11,655.00

*This reimbursement request form, along with technical certification documentation and cost-share contract, should be emailed to **datcpswrm@wisconsin.gov**.*

TECHNICAL CERTIFICATION

Complete the following as needed to certify that each practice listed on this form has been installed according to technical standards. A separate signature is required on this form to certify the installation of non-engineered practices.

FOR ENGINEERING PRACTICES

The county submits one of the following forms of documentation certifying that the engineering practices or practice components listed on the reverse side have been installed according to applicable standards and specifications (*check one and attach*):

- ☐ A copy of the page/sheet (or applicable part of the page/sheet if a large size drawing) of the "as-built" plan showing the stamp of the professional engineer or other professional acting within the scope of the professional's Wisconsin registration; or
- ☒ A copy of the construction plan coversheet only (WI-001) properly completed by persons with a conservation engineering certification rating sufficient to approve the design of the practice and certify that the practice was installed according to applicable standards.

FOR WELL CONSTRUCTION AND DECOMMISSIONING ONLY

- ☐ The county has a plan for decommissioning a well (check if applicable).
- ☐ The county has attached a copy of the appropriate DNR form completed by a well driller or pump installer registered under s. 280.15, Wis. Stats., for filling and sealing wells (required).

FOR NUTRIENT MANAGEMENT PLANNING

For all nutrient management plans directly funded with cost-share dollars or required, the county submits the most current checklist (available at: <https://datcp.wi.gov/Pages/Programs>) and signed by a qualified nutrient management planner as defined in s. ATCP 50.48 and complies with NRCS technical guide nutrient management standard 590.

- ☐ A copy of the nutrient management plan checklist is attached.

FOR NON-ENGINEERED PRACTICES AND MULTI-YEAR CROPPING PRACTICES

By electronically signing and otherwise completing this section, the person listed below certifies that (1) the practice(s) listed on the first page of this form are non-engineered practices, and (2) has personally reviewed either the installation of the non-engineered practices or multi-year cropping practices listed on the first page, and certifies that the practice(s) were installed according to applicable standards.

Non-engineered practices are limited to stripcropping, cover and green manure crop, contour farming, residue management, intensive grazing management, critical area stabilization, field windbreaks, livestock fencing, or riparian buffer.

TYPE NAME TO SIGN ELECTRONICALLY:	TITLE OF QUALIFIED PERSON:	DATE:
Ed Tech	Conservation Technician	09/15/2025

COUNTY CERTIFICATION AND VERIFICATION

To request reimbursement, the county, through its authorized representative, must electronically sign by checking the box indicating agreement with the terms of this request, typing the person's name and official title, and dating the request. By signing and submitting this form, the county through its authorized representative:

- a. Certifies that each of the practices listed on this form was installed on or before December 31 of the grant year.
- b. Certifies that it is in possession of documentation of costs incurred and proof of payment if applicable (including receipts, invoices marked paid, and canceled checks) for all supplies and services provided by contractors for this project. For landowner installation and maintenance services, it has invoices and cost-estimates.
- c. Verifies that it (1) obtained landowner or grant recipient consent to changes in the cost-share contract, (2) documented these changes in cost using DARM-BLWR-023, and (3) provided copies of DARM-BLWR-023 to all parties to the contract.
- d. Agrees to maintain documentation related to practice installation, proof of payments, and change orders as required by s. ATCP 50.34(7). All documents will be made available to DATCP upon request.
- ☒ I agree on behalf of the above-referenced county to the terms of this reimbursement request.

TYPE NAME TO SIGN ELECTRONICALLY:	TITLE OF COUNTY REPRESENTATIVE:	DATE:
Larry Down	County Conservationist	9/15/2025



CONSTRUCTION PLAN

PRACTICE(S) _____

LANDOWNER _____

ADDRESS _____

LANDOWNER PHONE NO. _____ COUNTY _____

TOWNSHIP _____ T _____ N, R _____ E/W, Sec. _____

FIELD OFFICE _____ TELEPHONE NO. _____

DIGGERS HOTLINE

Call 3 Work Days
Before You Dig!

Nationwide
811

Toll Free
1-800-242-8511

TDD
1-800-542-2289

Website
www.diggershotline.com



Not to
Scale

LOCATION MAP

NOTICE TO LANDOWNERS AND EXCAVATORS

Any representation made by the USDA, Natural Resources Conservation Service, or the _____ County LCD, as to the approximate location or nonexistence of above or under ground hazards does not relieve the owner of the property or the excavator that is hired to complete construction, from notifying Diggers Hotline of the pending construction. You will be liable for damages resulting from construction activities. (Call Diggers Hotline) Ticket # _____

Landowner Acceptance: See WI Jobsheet 819

Designed by: _____ Date: _____

Checked by: _____ Date: _____

Approved by: _____ Date: _____

The installed practices comply with applicable NRCS technical standards and specifications. The "redlined" construction plans (as-built drawings) reflect changes made during construction.

Construction Approved by: _____ Date: _____

Job Approval Class _____

Sheet _____ of _____

COST-SHARE CONTRACT NO.: 1-2025



**SOIL AND WATER RESOURCE
MANAGEMENT GRANT PROGRAM**
Sec. 92.14, Wis. Stats

COST-SHARE CONTRACT

(DATCP approval required for cost-share amounts over \$50,000)

This contract is made and entered into by and between
Century County Land Conservation Committee, and landowner(s) Mary
and Bob Swiss DBA Big Cheese Dairy and grant recipient(s) same.
This contract is complete and valid as of the date signed by the
county representative.

In consideration of the terms and conditions herein, the parties agree to
this contract as set forth in the following Sections 1, 2, and 3, and any
addenda that are annexed and made a part hereof.

NOTE 1: It is not necessary to notarize signatures unless this contract
will be recorded. If there are additional landowners or any grant
recipients, check here ☐ and attach Exhibit A1. **NOTE 2:** Only properly
authorized person(s) can sign in a representative capacity and must sign
in such capacity if the landowner is a corporation, trust, estate,
partnership, limited partnership, or limited liability company.

Recording Area

Agency Name & Return Address

Parcel Identification Number

111-12347569

MARY SWISS 05/14/2025
LANDOWNER/REPRESENTATIVE DATE
PRINT OR TYPE NAME: MARY SWISS

BOB SWISS 05/14/2025
LANDOWNER/REPRESENTATIVE DATE
PRINT OR TYPE NAME: BOB SWISS

State of Wisconsin)
) ss.
____ County)
This instrument was acknowledged before me on ____
(date)
by ____
(name of landowner or representative)
as ____
(representative's position or type of authority, if applicable)
for ____
(name of entity on behalf of whom instrument was executed, if
applicable)

SIGNATURE PRINT NAME
Notary Public, State of Wisconsin
My commission expires ____ (is permanent).

State of Wisconsin)
) ss.
____ County)
This instrument was acknowledged before me on ____
(date)
by ____
(name of landowner or representative)
as ____
(representative's position or type of authority, if applicable)
for ____
(name of entity on behalf of whom instrument was executed, if
applicable)

SIGNATURE PRINT NAME
Notary Public, State of Wisconsin
My commission expires ____ (is permanent).

No notarization required since the contract will not be recorded.

LARRY DOWN 05/14/2025
SIGNATURE OF COUNTY REPRESENTATIVE DATE
PRINT OR TYPE NAME: LARRY DOWN

State of Wisconsin)
) ss.
____ County)
This instrument was acknowledged before me on ____
(date)
by ____
(name of county representative)
as ____ of ____

SIGNATURE PRINT NAME
Notary Public, State of Wisconsin
My commission expires ____ (is permanent)

This document was drafted by the Wisconsin Department of Agriculture, Trade and Consumer Protection.

Personal information you provide may be used for purposes other than that for which it was originally collected (Sec. 15.04(1) (m), Wis. Stats.)

SECTION 1A. COUNTY INFORMATION**PAGE 2 of 5**

NAME OF COUNTY AGENCY

Century LWCD

TELEPHONE NUMBER

715-222-5555

ADDRESS

15 N US HWY 101

CITY, STATE, ZIP CODE

SOMEWHERE

WI

54444

NAME OF AUTHORIZED REPRESENTATIVE

Larry Down

SECTION 1B. LANDOWNER and GRANT RECIPIENT INFORMATION

TOTAL DATCP COST-SHARE AMOUNT (refer to page 5)

\$11,655

NON-DATCP FUNDING BY SOURCE (refer to page 5)

☐ County \$☐ Other State Agency \$☐ Federal \$☐ Non-Profit or Other \$NAME OF LANDOWNER (Check the description that best applies: ☒ Individual (Note: Spouse must be included) ☐ Corporation
☐ Limited Liability Company ☐ Trust, Estate or Partnership ☐ Local Unit of Government)

ADDRESS

111 Cheddar Road

CITY, STATE, ZIP CODE

Decade WI 54849

TELEPHONE NUMBER

715-352-5678

LOCATION OF COST-SHARED PRACTICE(S) (Locate by providing parcel number(s) or coordinates below or attach required information as Exhibit B)

Parcel Identification Number(s):

Decimal Degrees (degrees, minutes, and seconds):

46° 0' 7.60" 0' N 91° 14' 30.6" W

Note: If this document will be recorded, attach a legal description of the location of the cost-shared practice(s) that meets the requirements of ss. 706.05(2m)(a) and 66.0217(1)(c), Wis. Stats.

NAME OF GRANT RECIPIENT, if different than above. NOTE: SPOUSE MUST BE INCLUDED

Same as above

ADDRESS

CITY, STATE, ZIP CODE

TELEPHONE NUMBER

INSTALLATION PERIODEach practice must be installed, and all costs associated with the practice must be incurred, by December 31st of the cost-share contract year, or December 31st of the year of an approved extension. This contract may provide cost-sharing for more than one year for the following items as long as the parties record the number of years of cost-sharing in the appropriate column in Section 3:

- To install and maintain contour farming, cover crops, nutrient management, residue management, and strip-cropping conservation crop rotation.
- For land taken out of production, conservation cover, harvestable buffers or habitat diversification installed for 10 years or other period specified in Section 3.
- For riparian land taken out of production for 15 years or in perpetuity as specified in Section 3.

Disclosure of non-DATCP funding: By signing this contract, the landowner or grant recipient agrees to disclose all information related to any non-DATCP funding that has been or will be obtained to pay for practices described in this contract, and to authorize the county and DATCP to access files related to this funding, including release of county and federal files in accordance with the provisions of 16 U.S.C. 3844(b) (2) (D) (i).**Appeal Rights:** The landowner or grant recipient may appeal to the county, in writing, any decision of the county land conservation department regarding this grant. The county will determine if the grantee is eligible for a hearing under Chapter 68, Wis. Stats.

Landowner Initials	Date	Spouse Initials	Date	Grant Recipient Initials	Date	Spouse Initials	Date	County Reps. Initials	Date
MS	5/14/25	BS	05/14/25					LD	5/14/25

ADDENDA MAY BE ATTACHED TO THIS DOCUMENT TO RECORD SPECIAL CONDITIONS

A. The landowner/grant recipient agrees:

1. To install and maintain cost-shared practice(s) listed in Section 3, consistent with the plans and specifications referenced in Section 3, during periods identified in Section 3.
2. To make all payments for which the landowner/grant recipient (hereinafter referred to as “landowner”) is obligated under this contract, as specified in Section 3. Landowners are responsible for all payments for state or local administrative permit fees.
3. To provide the county with evidence of payment, as applicable, for services, supplies, and practices performed or installed pursuant to this contract. Proof of payment may be in the form of a statement or invoice, or receipts or cancelled checks with the related vendor contract. For services provided by the landowner, the landowner shall submit a detailed invoice or cost-estimate for those services.
4. To maintain the cost-shared practice for at least 10 years from the date of installation, except for these “soft” practices: contour farming, cover crops, nutrient management, pest management, residue management, strip-cropping. The above soft practices must be maintained for each year cost-share funds are provided, as specified in Section 3. Extended maintenance periods apply for 1) land taken out of production for more than 10 years, 2) conservation cover, 3) habitat diversification, and 4) harvestable buffers as specified in Section 3.
5. To operate and maintain each cost-shared practice for the required maintenance period following the certification of installation or replace it with an equally effective practice. To refrain, during the maintenance period, from actions that may reduce a practice’s effectiveness, or result in water quality problems. The landowner agrees to follow an operation and maintenance (O&M) plan or other maintenance requirements including those in s. ATPC 50.62, Wis. Admin. Code. All nutrient management plans must comply with s. ATPC 50.04(3), Wis. Admin. Code.
6. To repay cost-share funds immediately, upon demand by the county, if the landowner fails to operate and maintain the cost-shared practice according to the contract. Repayment of grant funds shall not be required if a practice(s) is rendered ineffective during the required maintenance period due to circumstances beyond the control of the landowner.
7. To the recording of this contract, including the legal description of the subject property, with the deed to the subject property, if cost-sharing exceeds \$14,000 unless this contract cost-shares only practices listed in s. ATPC 50.08 (5) (b). This contract shall be recorded before the county makes any cost-share payment to the landowner. Upon recording, this contract constitutes a covenant running with the land described in Section 1B, and is binding on subsequent owners, heirs, executors, administrators, successors, trustees, and assigns, and users of the land for the period set forth in Section 3.
8. To comply with (i) the performance standards, prohibitions, conservation practices and technical standards under s. 281.16, Stats., (ii) plans approved under ss. 92.14, 92.15 (1985 Stats.), 92.10 and 281.65, Stats., and (iii) the practices necessary to meet the requirements of this contract, and to continue such compliance after the term of this contract, without further cost-sharing, if the landowner has received cost-sharing for compliance at least equal to the cost-sharing required under s. ATPC 50.08, Wis. Admin. Code. There is no requirement for continuing compliance for land that is taken out of production unless cost-sharing is provided.
9. To acknowledge receipt of a notice provided by the county explaining continuing compliance requirements arising out of the installation of specific cost-shared practices. Check the box in Section 3 to confirm.
10. Not to discriminate against contractors because of age, race, religion, color, handicap, gender, physical condition, developmental disability, or national origin, in the performance of responsibilities under this contract.
11. To make any changes to this contract, including changes in project components and costs, according to the procedures set forth in Section 2.C.3.
12. To the county’s right to stop work, or withhold cost-share grant funds, if it is found that the landowner, grant recipient, or construction contractor in their employ has violated ch. 92, Wis. Stats., ch. ATPC 50, Wis. Admin. Code, or has breached this contract.

Landowner Initials	Date	Spouse Initials	Date	Grant Recipient Initials	Date	Spouse Initials	Date	County Reps. Initials	Date
MS	5/14/25	BS	05/14/25					LD	5/14/25

B. The county agency agrees:

1. To enter this cost-share contract only after the Land Conservation Committee has authorized the cost-sharing of this project.
2. To provide technical assistance for the design, construction, and installation of cost-shared practice(s) according to applicable standards in ch. ATPC 50, Wis. Admin. Code. The county agrees to provide written notice, when applicable, to inform each landowner and grant recipient of the full ramifications of a cost-share contract, including future compliance obligations. The county further agrees to ensure that cost-shared practices are maintained as required in Section 2.A.4 by securing O&M plans and performing site checks as needed.
For multi-year cropping practices, the county shall establish a schedule of compliance reviews.
3. To use the most cost-effective methods to address the water quality concerns of this project, and apply cost containment procedures, consistent with ch. ATPC 50, Wis. Admin. Code, when estimating and paying for cost-shared practice(s).
4. To provide cost-share funds to the landowner, in the amounts specified in Section 3 and any amendments, upon proof that (i) the landowner has made all payments for which the landowner is responsible under the contract, (ii) the practice(s) are designed and installed according to standards in ch. ATPC 50, Wis. Admin. Code and this contract, including compliance with applicable construction site erosion control standards, and (iii) nutrient management plans comply with s. ATPC 50.04(3) Wis. Admin. Code. The county may make payments to third parties as provided in s. ATPC 50.40(13), Wis. Admin. Code.
5. To collect and retain all contract-related documents regarding operation and maintenance, proof of certification of design and installation, change orders, receipts and payments, and other referenced materials for a minimum of three years after making the last cost-share payment to the landowner, or for the duration of the maintenance period of this contract, whichever is longer. Records may be retained longer to demonstrate that a landowner meets the cost-sharing exemption under s. ATPC 50.08(5), Wis. Admin. Code. Payment records from the landowner and county must provide proof of payment in full for all cost-shared practices installed. Copies of records shall be made available to DATCP upon request.
6. To record this contract, including the legal description of the subject property, with the deed to the subject property, as required under Section 2.A.7. Contracts may be recorded if not required under Section 2.A.7.
7. To coordinate eligibility for DATCP cost-share funding, and to follow required reimbursement procedures to facilitate timely cost-share payment(s) to the landowner, including the submission of certification forms to DATCP documenting that cost-shared practice(s) have been properly installed in accordance with this contract and paid for.

C. General conditions of the contract

1. State cost-share reimbursement amounts in Section 3 are contingent on receiving DATCP funding. The county may cancel this contract, in whole or in part, due to non-availability of DATCP funds. A county is responsible for contract grant amounts when the county makes cost-share commitments beyond the amount of its DATCP annual allocation or the county fails to obtain DATCP approval required under Section 2.C.2.
2. Written approval from DATCP shall be obtained before this contract is executed or amended if the DATCP cost-share amount exceeds \$50,000, and such approval shall be attached to, and made part of, this contract.
3. This contract may be amended, by mutual written agreement of the parties, during the installation or maintenance periods, if the proposed changes will provide equal or greater control of water pollution. For any changes in practice components or costs, the county will determine eligibility and whether to approve such changes. Counties must use a "Cost-Share Contract Change Order" form (DARM-BLWR-023) for changes prior to or during the installation and maintenance periods. Except as otherwise provided in the "Change Order" form, any completed "Change Order" form must be attached to, and made part of, this contract. Changes to this contract that increase the DATCP cost-share amount over \$14,000 or \$50,000 are subject to requirements in Sections 2.A.7., regarding recording and 2.C.2., regarding DATCP approval, respectively.
4. This contract is void if, prior to installation, the county determines that due to a material change in circumstances the proposed practices will not provide cost-effective water quality benefits.

Landowner Initials	Date	Spouse Initials	Date	Grant Recipient Initials	Date	Spouse Initials	Date	County Reps. Initials	Date
MS	5/14/25	BS	05/14/25					LD	5/14/25

SECTION 3. PRACTICES, COST, COST-SHARE AMOUNTS, AND INSTALLATION SCHEDULE**PAGE 5 of 5**

The parties agree to the following related to the conservation practices, technical design and specifications, eligible costs, cost-share rates and amounts, and rate set forth below.

Name of Person Preparing Technical Design: Ed Tech Representing: (COUNTY OR PRIVATE ENGINEERING FIRM) Century LWCD	Technical Standards Used in the Design: (LIST NAME AND DATE OF NRCS, DNR OR OTHER STANDARDS EMPLOYED IN THE DESIGN) 580, 578	CONTINUING COMPLIANCE STATEMENTS	
		☒ By checking this box, landowner/grant recipient acknowledge receipt of a notice or plan provided by the county explaining continuing compliance requirements arising out of the installation of specific cost-shared practices.	
AMOUNT OF COST-SHARE CONTRACT APPROVED: \$11,655		☐ Continuing compliance schedule set by County and reviewed by landowner. (50.663, 50.68 + termination, 50.668, 50.733, 50.738)	

*	Cost-Shared Item Description ss. ATCP 50.62 to 50.98, 50.40 (15) & (18), & 50.08 (3) and (4)	Yrs of CS**	Quantity (Use Standard Units)	Unit Cost or Flat Rate \$	Estimated Total Cost \$	COST-SHARE RATE (%)			ESTIMATED COST-SHARE AMOUNTS (\$)		
						State ***	Grantee	County/other	DATCP	Grantee	County/other
☐	50.88 Streambank & Shoreline Protection		500 LF	\$20/LF	\$10,000	70%	30%		\$7,000	\$3,000	
☐	50.885 Stream Crossing		80 LF	\$35/LF	\$2,800	70%	30%		\$1,960	\$840	
☐	50.75 Livestock Fencing		1,100 LF	\$3.50/LF	\$3,850	70%	30%		\$2,695	\$1,155	
☐											
☐											
☐											
☐											
					TOTALS				\$11,655	\$4,995	

* Must check if the 50% maximum rate applies based on the installation of a practice after January 1, 2014 under one of these two conditions:

a. The practice is installed on land owned by a local governments

b. Cost-sharing is provided for access roads (ATCP 50.65), conservation cover (50.663), habitat diversification (50.733), roof runoff system (ATCP 50.85), stream bank or shoreline protection (ATCP 50.88), stream restoration (50.882), stream crossing (ATCP 50.885), or wetland development or restoration (ATCP 50.98) and the practice does not implement a farm performance standard.

** Enter the number of years the practice is cost-shared only if the contract provides for (a) more than one year of cost-sharing for soft practices (contour farming, cover crop, nutrient management, pest management, residue management, and strip-cropping, conservation cover, conservation crop rotation), (b) land taken out of production for more than one year, (c) CREP equivalent payments for riparian land taken out of production or (d) harvestable buffers. For "soft practice" payments, the landowner receives the full contract amount after the practice is certified and has a contractual obligation to maintain the practice for the number of years cost-shared. For "land out of production", "harvestable buffer", or "habitat diversification" payments under ATCP 50.08(3)(d), the landowner receives the sum of the landowner's annual cost for the period specified in the contract. A landowner's annual cost equals the number of affected acres multiplied by the per-acre weighted average soil rental rate in the county on the date of the cost-share contract. For CREP equivalent payments authorized under ATCP 50.08(4), the landowner receives an amount equal to the amount that would be offered under the CREP program if the affected lands were enrolled in that program. To receive a CREP- equivalent payment, a landowner must keep riparian land out of production for 15 years, or in perpetuity, and must agree to contract terms similar to those imposed by the CREP program. Insert "P" if the land is taken out of production in perpetuity. Cost-share practices must be operated and maintained in accordance with O&M plans and other requirements that may apply.

*** May exceed 70 percent only if the farm landowner qualifies for economic hardship.

Landowner Initials MS	Date 5/14/25	Spouse Initials BS	Date 5/14/25	Grant Recipient Initials	Date	Spouse Initials	Date	County Rep. Initials LD	Date 5/14/25
--------------------------	-----------------	-----------------------	-----------------	--------------------------	------	-----------------	------	----------------------------	-----------------