



Natural Resources Conservation Service (NRCS) EQIP Seasonal High Tunnel System for Crops

The Seasonal High Tunnel System for Crops is a conservation practice available through the Environmental Quality Incentives Program (EQIP). This practice assists agricultural producers to extend the growing season for high value crops in an environmentally safe manner.

Step by Step, How Can I Apply and What's the Process?

1. If you **DO NOT** have a Farm and Tract Number, establish a number through your local USDA Farm Service Agency (FSA) field office. To locate your Service Center please follow this link, <http://offices.sc.egov.usda.gov/locator/app> .
 - Bring a copy of your Property (Land) Deed with you. If you **DO NOT** have a copy, you can get one at your county's Register of Deeds Office. You must present a copy of your deed to go to the next step.
 - Fill-out Form AD-2047, Part A. Your FSA agent will help you. Ask your FSA Agent to give you a copy of your Farm and Tract Number.
2. Inform your FSA Agent you are applying for a NRCS EQIP Program and ask for the following forms.
 - Fill-out Form AD-1026, Highly Erodible Land Conservation (HELIC) and Wetland Conservation (WC) Certification.
 - Fill-out Form CCC-941 Average Adjusted Gross Income (AGI) Certification and Consent to Disclosure of Tax Information.
3. Next, go to your local NRCS Office or make an appointment with you NRCS Conservationist/Official. To locate your Service Center please visit follow this link, <http://offices.sc.egov.usda.gov/locator/app> .
 - Your NRCS Official will have you fill-out Form NRCS-CPA-1200, Conservation Program Application. This is your EQIP Application. If you have any questions, your NRCS Official will help you complete the form. NRCS will submit your application and determine your eligibility.
 - If you **DO NOT** own your property or the property in which you will be placing your

High Tunnel, you and the land owner will need to complete a Control of the Land for the Contract Period Form. Your NRCS Official can discuss this process with you and provide you with the form. Please note, in order to apply for the NRCS EQIP Seasonal High Tunnel System for Crops, you are **REQUIRED** to have a four (4) year lease contract from the date of the application.

- You will need to have the Farm and Tract Number of the land you are leasing. If you are only leasing a portion of the Farm, you will need to supply the Tract Number. If you are only leasing a portion of a Tract of the Farm, you will need to supply the Field Number and the amount of land (example: 1 acre).
4. Once your application has been submitted, you will be assigned an application Batch Number. The Batch Number is determined by when you applied, and how many other applicants are before you. Ask your NRCS Official what Batch you are in. Your NRCS Official may be able to tell you when your Batch Number pre-approval letters will be mailed.
 5. Once you receive a pre-approval letter in the mail, call your NRCS Official and schedule an appointment. Before you are granted funding you **MUST** complete the following steps.
 - Discuss the contract obligations.
 - Review and sign the contract your NRCS Official provides.
 - Designate a decision maker.
 - Designate participants for contract payments.
 - Complete Form AD-1199a, Direct Deposit Sign-Up Form.

