



# ALTERNATIVE TO AGRICULTURAL OPEN BURNING INCENTIVE PROGRAM PROGRAM GUIDELINES

The San Joaquin Valley Air Pollution Control District (District) is accepting applications for the Alternative to Agricultural Open Burning Incentive Program. This program provides incentives to commercial agricultural operations located within Air District boundaries to chip or shred agricultural material and use for soil incorporation or land application on agricultural land as an alternative to the open burning of the agricultural materials.

**Applicant must have not chipped, nor can begin chipping, any of the acres and/or orchard to be removed at the location referenced in their application until they have an executed voucher.**

Applications are processed on a first-come, first-served basis while funds are available.

Land conversions intended for non-agricultural purposes are not eligible for funding.

Final disposition of agricultural material must be used on-site or at another agricultural location and cannot be sold or used for other non-agricultural off-site uses including, but not limited to, biomass power generation or composting.

**San Joaquin Valley Air Pollution Control District  
Strategies and Incentives Department  
1990 East Gettysburg Avenue  
Fresno, CA 93726-0244**

You may also contact us by phone, email, or visit our website:

(559) 230-5800

[grants@valleyair.org](mailto:grants@valleyair.org)

[www.valleyair.org](http://www.valleyair.org)

## ELIGIBLE MAXIMUM INCENTIVE AMOUNTS

The incentive amount is based on number of acres removed and the final disposition of the agricultural material. Total aggregate per applicant incentive funding under this program shall not exceed \$60,000 per year.

Project Type	Maximum Incentive Per Acre*	Maximum Incentive (per applicant per year)
Chipping with soil incorporation (soil incorporation/whole orchard recycling)	\$600 per acre	\$60,000
Chipping without soil incorporation (land application of mulch or other on-site practices)	\$300 per acre	\$30,000
<b>Total Maximum Incentive Amount (per applicant per year)</b>		<b>\$60,000</b>

*\* The final funding amount reimbursed may be less than the maximum incentive amount if the final invoice amount for the project is less than the maximum incentive amount or if the final project is different from the proposed project. For example, the project proposed and funded was 100% soil incorporation but the final project was 50% soil incorporation and 50% land application.*

**ELIGIBLE CROP TYPES**

- Orchard and vineyard removals
  - As defined by Sections 3.25 and 3.38 of District Rule 4103 (Open Burning)

**PROGRAM REQUIREMENTS, ELIGIBILITY AND RESTRICTIONS**

- Only commercial agricultural operations are eligible to apply
- Grower and crop location must be within the Valley Air District boundaries
- The voucher will be issued to, and redeemed by the grower
  - Chipping contractors are not eligible to apply
  - Third parties may submit an application and receive a voucher with authorization from a grower on a case-by-case basis
- Must be for soil incorporation (whole orchard recycling), land application of mulch, or other District approved on-field practice
  - Incorporation or land application must be on grower property or other agricultural property
  - Chipped material cannot be sold.
  - Chipped material is not to be sold, given, or donated to biomass facilities, composting, CalTrans or for other non-agricultural off-site uses
- Approved methods include chipping or shredding. The District may, in its discretion, approve other methods upon request.
- Concurrent funding through an NRCS program is allowed, however any other funding that the Applicant applied for or is planning to apply for must be disclosed on the application
- Grower must certify the continued agricultural use of the property from which the orchard was removed
- District staff will conduct a pre-voucher inspection
- Pre-inspection by District staff before chipping and post-inspection by District after chipping and soil incorporation and/or land application are required
- Approved vouchers are valid for 180 days from date voucher is issued
  - Extensions may be approved on a case-by-case basis upon written request from the Applicant

**THE PARTICIPANT MUST:**

- **Not make any non-refundable payments, begin chipping crops or begin any work on this project until you receive a District Voucher.**
- Certify the continued agricultural use of the property from which the orchard was removed

**APPLICATION PROCESS**

1. Applicant submits complete application packet to the District (via mail, email, or fax)
  - a. Completed and signed Application
  - b. IRS Form W-9
  - c. Itemized quote from service provider(s) for the planned activities
    - i. i.e. Pushing/piling of orchard/vineyard, chipping, spreading, ripping, discing, pruning/wire/support removal, move-in fees, etc.
  - d. Confirmation of crop/acreage
    - i. i.e. site map, google map, assessor's map
2. District staff notifies Applicant if incomplete or ineligible.
3. If complete and eligible, District staff will schedule the pre-inspection of the orchard and/or agricultural material.

4. Upon the completion of the successful pre-inspection, District will issue voucher to Applicant via mail or email
5. Applicant has 180 days from the date the on the voucher to complete the project
  - a. If the project type changes or additional time is needed, please contact District staff

### **REIMBURSEMENT PROCESS**

After receipt of an approved voucher:

1. Applicant completes the project as described on the application and on the Voucher.
  - a. If the applicant needs to complete the project in a way other than what is allowed on the voucher, applicant must ensure it meets the requirements, and obtain District approval of the project changes
2. Applicant submits a claim for payment packet including the following:
  - a. Completed and signed Voucher
  - b. Completed and signed Claim for Payment Form
  - c. Completed Breakdown of Services and Costs Form
  - d. Invoice(s) from contractor services
    - i. Invoice(s) must show the breakdown of services conducted
      1. i.e. Pushing/piling of orchard/vineyard, chipping, spreading, ripping, discing, pruning/wire/support removal, move-in fees, etc.
  - e. Documentation of incurred costs by participating grower, if additional costs are beyond those on the invoice for contracted services
    - i. Additional costs must be itemized and the payment date(s) identified, as applicable
  - f. Proof of payment
    - i. Copies of checks, receipts or finance documents
3. District staff will contact you after receiving your completed Claim for Payment packet to schedule your post-inspection site visit of the final disposition of agricultural material
  - a. The post-inspection site visit must be completed and deemed by staff to meet program requirements before incentive funds can be released. District staff will complete a monitoring report and take photographs during the site visit, including inspection of the final disposition of agricultural material.
4. Complete the post-inspection site visit with District staff
5. Upon completion of the post-inspection, the District will issue payment, generally within forty-five (45) working days

## SAN JOAQUIN VALLEY UNIFIED AIR POLLUTION CONTROL DISTRICT GEOGRAPHIC LOCATION

