Virginia Nutrient Management Planner Direct Pay Program for Golf Course Renewal Process

A. Steps to participate

1. A completed W-9 must be submitted to the Department for entry into the eVA system. If a W-9 has previously been submitted, an updated form must be completed and provided.
2. A Golf Course NMP Work Plan form must be completed for each plan to be written
3. Agree to quote provided by DCR ($10/acre x amount of acres indicated in Work Plan)
4. Submit plan and invoice for approval to DCR's Urban Nutrient Management Specialist
5. **Once the plan is approved**, the invoice will be processed for payment, and payment should be issued by the Department's Office of Financial Management within 30 days

Note: W-9 and NMP work plans should be submitted to Pamela Capps at pamela.capps@dcr.virginia.gov. Nutrient management plans and invoices should be submitted to Dr. Abby Baxter at abby.baxter@dcr.virginia.gov.

B. Requirements for program

1. To qualify to participate in the program, a plan writer must be currently certified as a Virginia Turf and Landscape Nutrient Management Planner according to established criteria outlined by the Virginia Department of Conservation & Recreation, Division of Soil and Water Conservation.
2. In order for plans to be approved, nutrient management plans shall be written in accordance with the Nutrient Management Training and Certification Regulations 4VAC50-85 and comply with the Virginia Nutrient Management Standards and Criteria (July 2014).
3. To qualify for the program, plans must be written for golf courses:
    a. without existing nutrient management plans,
    b. expired nutrient management plans,
    c. or plans that will expire within the year in which the new plan will be submitted.

    Plans should be written for currently fertilized acres and acres that *may* be fertilized during the life of the plan

    For example: If a golf course did not have the budget to fertilize roughs in the year the plan is developed, but anticipates fertilizing the roughs within the applicable plan period, the plan should include/account for those acres.