



## Piedmont Soil & Water Conservation District

100-B Dominion Drive, Farmville, VA 23901

(434) 392-7071 • [www.piedmontswcd.org](http://www.piedmontswcd.org)

# Piedmont Soil and Water Conservation District

## Request for Proposal (RFP)

For Manure Injection as a Sustainable Best Management Practice  
in the Piedmont of Virginia

Issued by: Piedmont Soil and Water Conservation District (PSWCD)

RFP #MI2025

Issue Date: February 2, 2026

## Important Dates:

February 9, 2026 – Deadline to contact Piedmont SWCD to advise of interest and schedule a REQUIRED one-on-one Informational Meeting

February 20, 2026 – Deadline to meet with PSWCD for the REQUIRED Informational Meeting

February 25, 2026 – Last day for questions about the RFP and application

March 2, 2026 (COB)– Applications Due

## **1. PROJECT OVERVIEW**

The Piedmont Soil and Water Conservation District (PSWCD) is requesting applications for funding for injecting liquid or semi-solid bovine manure into agricultural land located in the counties of Amelia, Buckingham, Cumberland, Nottoway and Prince Edward within the Chesapeake Bay watershed. The PSWCD invites eligible farmers to apply to this Request for Proposal (RFP). Funding is available through a National Fish and Wildlife Foundation (NFWF) grant<sup>1</sup>, to promote and encourage local dairy farmers to invest in and adopt manure injection technology.

This RFP is issued by the PSWCD, the sole point of contact for this RFP. Refer all inquiries to:

Kevin Dunn

Piedmont SWCD, 100B Dominion Drive, Farmville, VA 23901

(434) 547-6563 Email: [kdunn@piedmontswcd.org](mailto:kdunn@piedmontswcd.org)

Any RFP addenda/updates will be made available on the PSWCD's website

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

## **2. IMPORTANT DATES (SEE COVER PAGE)**

## **3. DISCRETION AND DISCLOSURE**

The PSWCD reserves the right to recall the RFP in its entirety or in part. The applicant is not contractually bound to the terms and conditions of this project until a contract has been signed by all parties. Applications and contracts are subject to the Freedom of Information Act (FOIA) requirements. Applicants must accept all the foregoing terms and conditions without exception. Information provided in applications will be held in confidence and will not be revealed or discussed with others, except to the extent required by law. Applications submitted to the PSWCD will be reviewed and evaluated by a Selection Committee created by the PSWCD.

## **4. SUPPORTING PROGRAMS AND PRACTICES**

Local Soil and Water Conservation Districts (SWCDs) currently offer incentive-based <sup>1</sup>funding or tax credit for manure injection through the Virginia Agricultural Cost Share (VACS) Program-

---

<sup>1</sup> The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the US Government or the National Fish and Wildlife Foundation and its funding sources. Mention of the trade names or commercial products does not constitute their endorsement by the US Government, or the National Fish and Wildlife Foundation or its funding sources.

funded Manure Injection (NM-6) practice. Interested agricultural producers must contact their local SWCD to apply for funding or tax credit prior to injecting. Currently, manure injection is eligible for a \$45/acre incentive payment or a tax credit equal to 25% of the actual cost of the practice. A current Nutrient Management Plan (NMP) is required for participation in this program.

The Commonwealth of Virginia offers a State Income Tax Credit for the purchase of equipment that qualifies under the Precision Agricultural Equipment Tax Credit Program. Appropriate manure injection equipment may qualify for this tax credit. Currently, the available credit is equal to 25% of the cost of eligible equipment and shall not exceed \$17,500.00. For more information on the Equipment Tax Credit, contact PSWCD. A current NMP is required to apply for the State Income Tax Credit.

## **5. PROJECT REQUIREMENTS AND DETAILS**

The PSWCD intends to fund multiple applicants. The number and value of contracts awarded will be determined based on the amount of interest and funding available.

Manure injection shall occur in accordance with a current NMP and shall be applied at an appropriate rate and time. Funding is intended to support the injection of liquid or semi-solid bovine manure. Bio-solid and dry manure injection is not eligible. This funding opportunity is for farmers who intend to inject their own on-farm generated liquid manure.

Participants who will purchase manure injection equipment and participants who already own manure injection equipment are eligible for this funding opportunity. Participants must use equipment that meets the requirements outlined in Section 7.

As part of the application, applicants must provide Farm Service Agency (FSA) farm, tract and field acreage information that clearly identify all acres that they plan to inject.

Participants will be required to inject on a minimum of 400 acres. These acres will be considered “base acres”. The 400 base acres may be obtained and accumulated over multiple seasons and/or multiple years. Acres can be counted more than one time if they are injected across multiple seasons. A participant’s land base and amount of on-farm generated manure will dictate the length of the contract necessary to reach the required minimum 400 base acres of injection. The maximum contract period is two years for the initial contract. If equipment issues, unsuitable weather, or other unforeseen circumstances including unable to meet base acres, prevent participants from meeting their contractual acres within the contract period, the contract period may be extended. All contract extensions must be approved by the

PSWCD. Participants will remain under contract with the PSWCD until they have injected the total number of contract acres. Participants may inject more acres in a season than indicated in their plan and may obtain their contracted acres sooner than expected, resulting in completion of the contract.

Manure Injection Seasonal Reporting Forms (Table 3) must be submitted following the completion of each season of manure injection in accordance with the scheduled outlined in Section 9 – Reporting and Payment Procedures. Participants are required to submit a Manure Injection Seasonal Reporting Form following each season of injection until their acreage commitment is achieved for the entire contract period. If participants do not meet the requirements of their Manure Injection Seasonal Reporting Forms on time, or if they are unable to meet the contracted number of base acres and the contract period cannot be extended, they may be required to reimburse a prorated portion of the funding received.

PSWCD staff or its agents may perform field verification of manure injection at any time during the contract period.

***Subcontracting (hiring a contractor to inject manure) is not allowed to obtain contracted acres.***

The PSWCD is not responsible for the manure injection equipment or associated components needed to perform the injection. The funds are provided by the PSWCD as an incentive to achieve environmental benefits associated with manure injection. Therefore, the PSWCD and its agents are not responsible or liable for any accidents, injuries, or other damages that may result from the manure injection. Participants are required to have appropriate insurance during the life of the contract.

Contract Components:

- Initial contract payment of \$25,000.00
- Base payment (400 acres) of \$20,000.00
- Optional implementation payment based on contracted injection acres in excess of the 400 base acres

The contract payment of \$25,000.00 will be awarded for commitment to the contract. The contract payment will be made upon equipment verification by PSWCD staff.

The base payment of \$20,000.00 will be made after the first season of injection is completed. If participants do not meet the requirements of their Manure Injection Seasonal Reporting Forms on time, or if they are unable to meet the contracted number of base acres and the contract period cannot be extended, they may be required to reimburse a prorated portion of the funding received.

An optional implementation payment may be available for participants that commit to injection on more than the 400 base acres. The implementation payment will be a per-acre flat rate reimbursement. Participants must quantify in their application the additional acres they will commit to injecting on owned, leased or contracted acreage. The rate for the implementation payment will be established at the time of contracting. Participants are not guaranteed a certain per-acre rate for the implementation payment until this rate is established during contracting. Contracts may be awarded with different implementation payment rates. The implementation payment seasonally will be made when the additional acres over the base acres that the participant committed to have been injected. Final forms will be submitted by December 7, 2027.

The PSWCD has the authority to adjust the timeline for payments to ensure reimbursements are made within the grant period.

## **6. APPLICATION REQUIREMENTS AND DETAILS**

The application shall include the following required documents:

1. Part 1 – Applicant’s Criteria – Page 9
2. Part 2 – Equipment Summary – Page 11
3. Table 1 – Applicant’s Planned Acreage for Manure Injection – Page 12
4. Table 2 - Farm Service Agency farm, tract and field information – Page 13
5. Table 3 – Reporting forms – Page 14
6. Signature Page – Page 15
7. Required Addenda (if issued)

Applicants are required to contact the PSWCD by February 9, 2026 to schedule a Required Individual Informational Meeting with PSWCD staff. To schedule a meeting, contact Kevin Dunn at (434) 547-6563. The required one-on-one informational meeting must take place by February 20, 2026. During the required informational meeting, staff will review application requirements and contract deliverables and answer questions regarding the application process. Applicants are encouraged to review the RFP and prepare their questions for review during the individual meeting.

Questions related to the RFP or requests for clarifications may be directed to Kevin Dunn, via email at [kdunn@piedmontswcd.org](mailto:kdunn@piedmontswcd.org) or by phone at (434) 547-6563. All questions must be received no later than February 25, 2026. A list of pertinent questions and associated responses will be available to all participants to ensure that all are equally informed.

Completed applications must be received via hand delivery, mailed or emailed by close of business March 2, 2026. Proposals received after this date and time will not be accepted. Normal

office hours of the PSWCD are Monday through Friday, 8:00 am to 4:30 pm, except on state and federal holidays.

Hand delivered or mailed in applications should be delivered to: Attn: Kevin Dunn  
Piedmont SWCD, 100B Dominion Drive, Farmville, VA 23901

Emailed applications should be submitted to [kdunn@piedmontswcd.org](mailto:kdunn@piedmontswcd.org) with the subject line Manure Injection Application. The PSWCD is not responsible for technical issues in the electronic delivery of email. Applicants who submit an application via email are encouraged to follow-up via phone at (434) 547-6563 to confirm receipt of the required application packet documents.

The PSWCD may issue addenda or clarifications prior to the due date and time for the RFP submission. It is the applicant's responsibility to check the PSWCD website, <https://piedmontswcd.org/> for addenda or clarifications.

Receipt of the application by the PSWCD office at the above address and by the above date and time is the responsibility of the applicant. All documents contained within the application must be completed in their entirety and signed and dated where required.

The applicant is responsible for ensuring all required information and forms are submitted with the application. Failure to submit all requested information may result in the application being deemed unresponsive.

## **7. EQUIPMENT REQUIREMENTS**

Participants who have existing equipment or those who purchase equipment are eligible for this funding opportunity. Manure injection equipment can be drag-line or tank-mounted systems. Injection equipment must properly bury and cover the manure with minimal disturbance. The following manure injection methods do not qualify for this funding: aerating, dribble-bar application, and/or incorporation of surface-applied manure.

Equipment must be certified by the PSWCD prior to contract payment to ensure equipment meets applicable standards and achieves the environmental benefits associated with manure injection.

Participants are the sole owners of the equipment and shall assume all associated responsibilities and maintenance. If any damage occurs in association with the equipment, participants will be required, at their own expense, to address damages. Participants are required to maintain equipment in a manner that allows for proper injection of manure. If equipment travels on roadways, it shall adhere to all applicable federal and state motor vehicle regulations.

The PSWCD is not responsible for the manure injection equipment or associated components needed to perform the injection. The funds are provided by the PSWCD as an incentive and to support achievement of the environmental benefits associated with manure injection. The PSWCD and its agents are not responsible or liable for any accidents, injuries, or other damages

that result from the manure injection. Participants are required to have appropriate insurance during the life of the contract.

## **8. TERMS AND CONDITIONS**

All complete applications submitted and received prior to the deadline will be considered. Incomplete or late applications may not be considered. The PSWCD expects to negotiate total number of injected acres above the required 400 base acres and the associated implementation payment depending on the amount of interest and funding available. In addition, the PSWCD may modify a participant's contract period to account for unforeseen circumstances.

Applicants will identify the number of acres they will commit to injecting each season and submit the information on Table 1 – Applicant's Planned Acreage for Manure Injection. The number of seasons it takes for the applicant to meet their committed acres will determine the contract period. The maximum contract period will be two years, unless an extension is approved by PSWCD due to unforeseen circumstances. Applicants are encouraged to be conservative with their acreage commitment, as weather and equipment challenges may impact achievable acres. Applicants should not commit to injection on acres that they do not own, rent or have under contract.

## **9. REPORTING AND PAYMENT PROCEDURES**

Manure Injection Seasonal Reporting Forms (Table 3) must be submitted seasonally following the completion of the manure injection. The contract payment of \$25,000.00 will be provided following equipment verification by PSWCD staff and signing of the contract. The base payment of \$20,000.00 will be made after the participant's submission of their first Manure Injection Seasonal Report Form is submitted and following field verification and approval by PSWCD. The implementation payment is eligible for farmers who commit to injection on more than 400 acres. Implementation payments will be made seasonally but no later than December 15, 2027.

Payments will be made by check from the PSWCD. The appropriate 1099 form will be issued for payments made to the participants on a calendar year basis.

Participants are required to submit a Manure Injection Seasonal Reporting Form following each season of injection by the dates indicated below until their acreage commitment is achieved for the entire contract period.

Season on Injection	Deadline to submit reporting form to PSWCD
Spring 2026	June 7, 2026
Summer 2026	September 7, 2026
Fall 2026	December 7, 2026
Spring 2027	June 7, 2027
Summer 2027	September 7, 2027
Fall 2027	December 7, 2027

## **10. RFP EVALUATION CRITERIA AND SELECTION PROCESS**

The PSWCD will review and evaluate applications received in accordance with the evaluation criteria specified for this RFP. As part of the evaluation process, PSWCD may ask questions to clarify answers to adequately evaluate the application. PSWCD reserves the right to negotiate contracts with applicants if necessary and PSWCD reserves the right to contract funding in a way that supports and aligns with the goals and objectives of the funding source/grant. Selection of successful applicants will be based on applications meeting the selection criteria. The intention is to encourage the adoption of manure injection on many operations. If funding is limited, applicants will be ranked and funded in descending order (highest to lowest). Evaluation of applicants will be based on a weighted scale, using the following criteria:

Evaluation of applicants will be based on a weighted scale, using the following criteria:

- A. Manure Injection Experience (30%)
- B. Impact (30%)
  - a. Community Impact (15%)
  - b. Acreage of injection (10%)
  - c. Environmental Impact (5%)
- C. Infrastructure (25%)
  - a. Equipment (15%)
  - b. Evaluation of Existing Manure Storage (10%)
- D. Other (15%)
  - a. Technology (10%)
  - b. VACS Program Participation (4%)
  - c. Insurance (1%)

## **11. CONTRACT DEVELOPMENT**

The PSWCD intends to negotiate with selected applicants to develop contracts. After contracts have been awarded, but no later than 30 business days after the date contracts are awarded, PSWCD will make available, upon request, the names of those awarded contracts. Changes can be made by mutual agreement between all parties, in writing, to modify the time period, terms, conditions or scope of the contract. Participants will be required to complete and submit a W-9 form (Request for Taxpayer Identification Number and Certification) with the signed contract.

## Part 1: Applicant's Criteria

Name of Applicant: \_\_\_\_\_

The name of the applicant should match the name to which the participant would like their contract payments to be addressed. If applicants want to receive their payments in a farm name, they should list the farm as the applicant and use the associated tax ID number.

### A. Experience

#### Manure Injection Experience (15 points)

What experience do you have with manure injection? Select the category that fits your primary experience.

Self-applied (10pt)       Contracted (5pt)       None (0)

#### Farm Experience (15 points)

How long has your operation been in business? How long have you/your family been in the dairy business? (Select only one)

0-5 years(2 pt)     5-20 years (5pt)     20+ years (8pt)

### B. Impact

#### Community Impact (15 points)

Indicate your willingness to participate in the following activities: (Select as many as you are willing to commit to) (3points each)

- Host farmer events/field days at no cost to host
- Discussions with other grant partners
- Demonstrations of manure injection to/for other farmers (informal, farmer to farmer)
- Allow partner agency data collection and research
- Share your experience in photos, videos, social media posts

#### Injection Acres (10 points)

If the PSWCD has additional implementation funds available, would you be willing to commit to more acres of injection? (Select only one)

- No, 400 acres is the maximum number of acres that I am willing to commit to.
- Yes, I am willing to commit to additional acres above the required 400. (10 points)

#### Environmental Impact (5 points)

The PSWCD staff will evaluate the maps identifying fields where applicant plans to inject manure. Application must include Farm Service Agency farm, tract and field identification for all acres where applicants plan to inject manure associated with this funding opportunity. (Table 2 is completed – 5 pts)

## C. Infrastructure

### Equipment (15 points)

Is this application in support of (Select only one)

- Newly purchased manure injection equipment: I plan to use these funds to offset the cost associated with newly purchased manure injection equipment. (10 points)
- Existing manure injection equipment already owned by the applicant (5 points)

Indicate if you have existing equipment or components that can be used to support your manure injection. Existing equipment will help ensure successful implementation within the grant timeline. Select all items/components that will be used with your manure injection.

Tractor       Drag line       Manure pump       Buried irrigation  
 Other: \_\_\_\_\_

### Evaluation of Existing Manure Storage (10 points)

Do you have at least 4 months of liquid manure storage? Select only one.

No  Yes (10 points)

Indicate the number of animals from which you collect liquid manure:

# of current lactating cows      # of dry cows      # of heifers

**D. Other**

### Technology (10 points)

Do you use or have the capability to use an equipment guidance system?

- Yes, I have an equipment guidance system (5 points)
- No, I do not have an equipment guidance system

Do you plan to use a computer for required project reporting?

- Yes, I will submit required reports via computer (5 points)
- No, I will submit required reports via paper or in person

### VACS Program Participation (4 points)

Do you plan to apply for state cost-share funding for manure injection during the contract period?  No  Yes

### Insurance (1 points)

Will the manure injection equipment be covered under an insurance policy?

No  Yes

Do you have liability insurance for farm related claims?  No

Yes

## Part 2: Equipment Summary

Name of Applicant \_\_\_\_\_

*To ensure appropriate equipment is purchased and used for manure injection for this project, applicants are required to complete this form. The information on this form will be used to ensure that injection associated with an applicant's contract is aligned with applicable standards.*

Applicants should complete this form and identify the type of equipment they anticipate using and/or purchasing to inject manure for this project. It is understood that final decisions regarding equipment may be made closer to contracting. **Participants will be expected to confirm exact equipment by completing a similar form prior to contracting.**

### Equipment Information

Indicate which option is applicable:  Currently own equipment  Plan to purchase

Make and model of injector: \_\_\_\_\_

Notes about injector (spacing, width, etc.) \_\_\_\_\_

**Tank-Mounted Injector:** (Complete this section only if you plan to use tank-mounted injection)

Model and capacity of tank: \_\_\_\_\_

Is tank equipped for injector mounting:  Yes  No

If no, outline plans for mounting: \_\_\_\_\_

**Drag-Line:** (Complete this section only if you plan to use drag-line injection)

Type and diameter of hose: \_\_\_\_\_ Length of hose: \_\_\_\_\_

Reel type: \_\_\_\_\_ Will a booster pump be needed? \_\_\_\_\_

Will you be using existing irrigation pipe for injection?  Yes  No

If yes, provide details: \_\_\_\_\_

### Tractor Information:

What tractor will you be using with your injector? \_\_\_\_\_

Indicate which is applicable:  Currently own this tractor  Plan to purchase/lease tractor

Notes (Optional): Provide any notes and information with regards to manure injection equipment and associated costs. Include information such as difficulty in obtaining quotes, time delays, equipment supply chain, etc.

**Table 1: Applicant's Planned Acreage for Manure Injection**

Name of Applicant: \_\_\_\_\_

Directions for completing:

- Identify the number of acres you will commit to injecting each season
- Enter “0” acres if you do not plan to inject in a particular season.
- The number of seasons it takes for the applicant to meet their committed acres will determine the contract period. The maximum contract period will be two years.
- Applicants should not commit to injection on acres they do not own, lease or have under contract.
- Acres injected and rates should align with applicant's NMP. Do not plan to inject more manure than allowed by your NMP.

Season of Injection	Planned Acres of Manure Injection	Cumulative Acres Injected	Notes – Include key points such as when equipment will be received or other information that may impact your injection timeline
Spring 2026			
Summer 2026			
Fall 2026			
Spring 2027			
Summer 2027			
Fall 2027			

**Table 2: Applicant's Farm/Field/Tract Information**

Name of Applicant \_\_\_\_\_

Complete the table below to provide a summary of the farm/tract/field information where manure injection will occur. Your nutrient management plan may be a good source of information.

**Table 3: Manure Injection Seasonal Reporting Form**

Contracted Participant Name \_\_\_\_\_

Indicate which season this report covers:

Spring       Summer       Fall

2026       2027

2026       2027

Farm/Tract Number/Name \_\_\_\_\_



**Request for Proposal (RFP)**  
**For Manure Injection as a Sustainable Best Management Practice**  
**in the Piedmont of Virginia**

Issued by: Piedmont Soil and Water Conservation District (PSWCD)  
100B Dominion Drive, Farmville, VA 23901

RFP #MI2025

**Name of Applicant:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Address:**  
\_\_\_\_\_  
\_\_\_\_\_

By signing, the applicant certifies, acknowledges, understands, and agrees to be bound by the conditions set forth in this RFP. In addition, the applicant certifies that the information contained in the application packet is true and correct.

---

**NAME (PRINT)**

**DATE**

---

**APPLICANT'S LEGALLY AUTHORIZED SIGNATURE**

---

**DATE**

---

**Be sure to include Parts 1 and 2 and Tables 1 and 2**