

New Landowner Checklist

- ☐ **Farm Service Agency (Farm Serial Number):** Burlington Farm Service Agency Office
(859) 586-6175, 6028 Camp Ernst Rd, Burlington, Kentucky 41005-8369
Kenda.Franks@usda.gov
- ☐ **Ky Farm Ag Exemption Number (Farm Sales Tax Exemption):** Division of Sales and Use Tax
Department of Revenue P.O. Box 181 Frankfort, Kentucky 40602-0181
(Form) [https://revenue.ky.gov/Forms/51A800%20\(4-21\)_fill-in.pdf](https://revenue.ky.gov/Forms/51A800%20(4-21)_fill-in.pdf)
- ☐ **Kentucky Proud: new registration and renewal each January**
(Register) <https://portal.kyproud.com/Security/Account/Register>
(FAQS) <https://www.kyproud.com/faqs>
- ☐ **NRCS (Application for Technical Assistance):** Natural Resources Conservation Service
(859) 586-7903, 6028 Camp Ernst Rd., Burlington, Kentucky 41005-8369
<https://campbellkyconservation.org/state-tech-%26-financial>
- ☐ **Kentucky Ag Water Quality Plan (eform access tool):**
<https://eec.ky.gov/Natural-Resources/Conservation/Pages/AgWaterQualityPlan.aspx>
- ☐ **Campbell County Property Evaluation for Agricultural Assessment:** Administration Office, 1098
Monmouth St., Room 329, Newport, Kentucky 41071, 859-292-3871
<https://pva.campbellcountykentucky.com/Page/office-locations>, dbraun@campbellcountyky.org
- ☐ **Campbell County Extension Services:** Extension Agent, Agriculture and Natural Resources
(859) 572-2600, 3500 Alexandria Pike, Highland Heights, Kentucky 41076-1705
Michelle.Simon@uky.edu
- ☐ **Campbell County Conservation District:** Administration Office, 8350 E Main Street, Alexandria, KY
41001, (859) 635-9587
cccd@campbellkyconservation.org , www.campbellkyconservation.org

1. **Farm Service Agency (FSA)**- This is where it ALL begins, you need a farm serial number to be able to participate in any programs. The FSA is where you will talk with Kenda or a staff member to get your farm serial number and in years to come a crop report if you are participating in any USDA programs.
2. **Ky Farm Ag Exemption Number**- complete this form for your sales and tax usage exempt number when purchasing farm products. [FAQs for AGRICULTURE EXEMPTION APPLICATION - 5-6-22.pdf](#)
3. **Kentucky Proud**- Kentucky Proud promotes locally grown food, farmers' markets, farm stands, agritourism sites, and many other products and destinations with roots in Kentucky soil. Kentucky Proud products are raised, grown, manufactured, or processed in Kentucky by Kentuckians. Once this registration is complete you will be added to their marketing platform.
4. **NRCS Technical Assistant Request**- Technical assistance provides our nation's farmers, ranchers, and forestland owners with the knowledge and tools they need to conserve, maintain, and restore the natural resources on their lands and improve the health of their operations for the future. NRCS offers this assistance at no cost to the producers they serve. When you complete this form email to cccd@campbellkyconservation.org we will get this to the NRCS technician, they will contact you to schedule a site visit. With this site visit, you are not obligated to complete any of these practices but more informational for your benefit.
5. **Kentucky Ag Water Quality Plan (AWQA)**- This tool helps you think about your farm activities and determine what practices you have that prevent pollution. The Ag Water Quality Plan is required for any State Costs Share funding, Environmental Quality Incentives Program (EQIP), Local cost share funding, and County Agricultural Investment Program (CAIP).
6. **Campbell County Property Evaluation for Agricultural Assessment (PVA)**- Land used for agricultural land is assessed utilizing two methods. The fair cash value is determined like all property in the state: what a willing buyer would pay a willing seller. However, a 1969 Constitutional amendment provides the basis for agricultural land to have a taxable value that may differ from the fair cash value. For additional information follow the link on the checklist.
7. **Campbell County Extension Services**- Contact your local Agriculture and Natural Resources Agent, Michelle Simon for more information. You can test your soil or hay, subscribe to the newsletter for field days, and schedule a site visit to hear about all of the resources Michelle can provide.
8. **Campbell County Conservation District**- we partner with citizens and private landowners as well as other organizations to promote the sustainability of the land, water, and other natural resources by encouraging the use of Best Management Practices. We can provide expertise and financial assistance- local cost shares & grants, and host educational programs.

