

# **STATE OF OKLAHOMA**

## **EMERGENCY DROUGHT ASSISTANCE PROGRAM GUIDELINES**

Program Duration: March 9, 2026 – December 31, 2026

Application Period: March 9, 2026 – June 30, 2026

Approved by the Drought Committee on February 24, 2026. Administered by the Oklahoma Conservation Commission in cooperation with Oklahoma's 84 Conservation Districts.

## **PURPOSE**

The Emergency Drought Assistance Program (EDAP) provides financial assistance to Oklahoma's farmers and producers during persistent drought conditions in Oklahoma. The Drought Committee (Committee) establishes state level rules and policies governing the EDAP.

The Committee is made up of five members consisting of the Commissioner of Agriculture, Executive Director of the Oklahoma Conservation Commission, Executive Director of the Oklahoma Water Resources Board, one member who resides west of I-35, appointed by the Speaker of the House of Representatives, and one member who resides east of I-35, appointed by the President Pro Tempore of the State Senate.

The Committee selected the Oklahoma Conservation Commission (Commission) to administer the EDAP cooperatively with Oklahoma's 84 conservation districts.

The Committee establishes August 10, 2025, as the start of the current drought. Any exceptions from these established EDAP rules, policies, and guidelines shall be approved by the Committee.

## **COUNTY ELIGIBILITY**

A county becomes eligible when any portion of the county is classified in drought (D0 - D4) as reported on the National Drought Monitor. County eligibility for this program will be based on the Oklahoma drought monitor map published on February 19, 2026. If a county is determined to be eligible, its conservation district(s) is required to participate in EDAP.

## **ALLOCATION OF FUNDS**

The Committee allocates \$16,000,000 from the Emergency Drought Relief Fund to the Commission for purposes of providing financial assistance to eligible farmers and producers for implementing approved drought practices.

Each of the 77 counties has been allocated \$210,000. Allocations for conservation districts not on county boundaries will be based on the percentage of county acres that fall within the district's boundary. The amount of funds allocated to each district can be found on page 9.

## **PROGRAM DURATION**

The program begins on March 9, 2026, and ends on December 31, 2026.

## **WHO IS ELIGIBLE TO APPLY?**

The applicant shall be the principal operator responsible for the day-to-day management decisions and production risk of the farm. Only one application per farm will be accepted.

- A farm includes all land, whether contiguous or noncontiguous, within the conservation district that is under common management and operated as a single agricultural enterprise.

- The farm must be under the operational control of the applicant. A landowner may apply for assistance only on land that is not leased to another individual.
- The applicant shall provide documentation sufficient to demonstrate control of the farm after August 10, 2025, and the duration of this EDAP. Such documentation may include deeds, written leases, grazing agreements, or other legally enforceable instruments establishing the applicant's right to conduct agricultural production activities.
- For purposes of eligibility and payment limitation, all land under common management and operational control by the applicant shall be considered one farm.
- A farm is any place from which \$1,000 or more of agricultural products were produced and sold or normally would have been sold during the year.
- Livestock includes beef cattle, dairy cattle, swine, poultry, goats, bison, sheep, and horses.
- Land used solely for residential, recreational, or speculative purposes, and not devoted to the production of agricultural commodities, shall not constitute a farm.

Conservation district directors and employees are eligible to apply, with the following limitations:

- Directors and employees that received EDAP funds in 2024, 2025, or 2026 cannot apply.
- Only two directors from the same district are allowed to apply during each month of the application period.
- When more than two directors from the same district want to apply, applications must be submitted and approved so that a quorum can be maintained to take action to approve applications.

### **WHO IS NOT ELIGIBLE TO APPLY?**

- Drought Committee members and their spouses.
- The following Commission staff with EDAP decision making responsibilities and their spouses:
  - Trey Lam, Executive Director
  - Lisa Knauf Owen, Assistant Director
  - Janet Stewart, General Counsel
  - Tammy Sawatzky, Conservation Programs Division Director
- Conservation district directors and employees that received EDAP funds in 2024, 2025, or 2026.

### **AVAILABLE PRACTICES**

Each conservation district must offer all drought practices. Applicants may apply for and be approved for multiple practices; however, Heavy Use Area Protection cannot be applied for as a standalone practice.

- Eligible drought practices completed or started between August 10, 2025, and March 9, 2026.
- Watering Facility (can include pumping plant, pipeline, and HUAP)
- Pumping Plant (as standalone practice if installed on an existing watering facility or well)

- Pipeline (as standalone practice if installed to an existing watering facility or well)
- Pond Cleanout (limited to one per pasture, with a maximum of three per applicant)
- Water Well (can include pumping plant; no payment will be made for dry holes)
- Pasture Tap

Drought practices do not need to be implemented according to applicable NRCS standards and specifications. Conservation districts can provide the applicant with a copy of the NRCS standard and specification as a guide for implementation.

## **MAXIMUM PAYMENT**

An applicant may be approved for and submit receipts for implementation of multiple practices. Approved applicants are eligible to receive payment of 80% of their actual, eligible expenses, as documented by approved receipts, up to a maximum total payment of \$7,500. The total payment may not exceed \$7,500 per Social Security Number (SSN) or Employer Identification Number (EIN), regardless of the number of practices approved. There is no guarantee of funding.

## **APPLICATION PERIOD**

The application period begins on March 9, 2026, at 8:30 a.m., and ends June 30, 2026, at 4:00 p.m. An application will be considered incomplete if all documents listed below are not included:

- EDAP Application Form, signed and dated (pages 1 and 2 only)
- IRS Form W-9, signed and dated
- If not the landowner, the applicant must provide:
  - Landowner Consent Form
  - Documentation sufficient to demonstrate control of the farm after August 10, 2025, and for the full duration of EDAP. Such documentation may include written leases, grazing agreements, deeds, or other legally enforceable instruments establishing the applicant's right to conduct agricultural production activities.

All applications are due in the conservation district office by June 30, 2026, at 4:00 p.m. Only one application per farm will be accepted.

There are three options for submitting applications to the conservation district office:

- In person, before June 30, 2026, at 4:00 p.m.
- By email, it must be received by June 30, 2026, at 4:00 p.m.
- By mail, it must be postmarked by June 30, 2026, and received by July 7, 2026.

It is the responsibility of the applicant to ensure that the submission is received by the district before the deadline. The Committee, Commission, and the conservation districts are not responsible for any technical or logistical problems resulting in the district not receiving an application on time.

## **APPLICATION REVIEW**

Before approving an application, the conservation district must visually verify that the applicant has a legitimate need for drought assistance. If the review shows that the applicant does not have a legitimate need for drought assistance, the district will notify the applicant in writing that the application has been denied. *Example:* An applicant applied for funding to drill a well, but the review shows there is a pond in the pasture with an adequate water supply. In this case, the application would not be approved. The conservation district's decision is final. If an application is denied, the applicant may still choose to install the practice using their own funds.

## **PROBLEMS WITH AN APPLICATION**

If an application is incomplete or contains errors, the conservation district will notify the applicant and allow seven business days to correct the issues. If the required corrections are not made within that time, the application will not be considered.

## **APPLICATION APPROVAL**

Applications will be considered on a first-come, first-served basis by the conservation district board. Assign an applicant number using the Commission approved format:

03-ED4-001

- 03 = conservation district number
- ED4 = program identifier
- 001 = applicant number assigned by the district

Applications should be approved as they are received and reviewed each month. Applications received and reviewed before the April board meeting should be approved in the April board meeting. Applications received and reviewed after the April board meeting but before the May meeting should be approved in the May meeting. Conservation districts should follow this same process in June and July.

An applicant is not required to wait for approval to implement their practice; however, they should be aware that funding is not guaranteed.

## **ELIGIBLE COSTS**

The following list is not expected to be all inclusive.

- Costs incurred after August 10, 2025, solely to implement a drought practice.
- Materials, supplies, and parts
- Hired labor
- Equipment rental
- In-kind labor performed by the applicant solely to implement drought practice(s) is eligible only when submitted on the In-Kind Contributions Form. If someone other than the applicant performs the labor a receipt or invoice must be submitted.
- Allowable in-kind hourly rate for labor performed by the applicant is limited to:
  - Less than or equal to \$200 / hour when the applicant uses their equipment to perform the work

- Less than or equal to \$150 / hour when the applicant rents equipment and performs the work

### **WHAT COSTS ARE NEVER ELIGIBLE?**

The following list is not expected to be all inclusive.

- Construction or improvements outside of the State of Oklahoma
- Meals/food for human consumption
- Donated or volunteer services and unpaid labor
- Applicant mileage or fuel expense to “pick up parts and supplies”
- Fines, penalties, and other settlement expenses resulting from failure of the applicant to comply with Federal, State, local, or Indian Tribal laws and regulations.
- Parking or traffic violations
- Bad debts, late payment fees, finance charges, legal costs, or contingency funds.
- Indirect costs (expenses of doing business that are not readily identified with the project)
- Taxes, except sales tax on goods and services

### **DOCUMENTATION OF COSTS**

Supporting documentation is required for all eligible costs. Below are acceptable forms of documentation.

- Itemized receipt showing:
  - merchant’s name
  - payer’s name
  - transaction date
  - amount paid
  - description of purchased items
  - description of additional charges (sales tax, services, delivery, etc.)
  - if paid in part or full
- Invoice showing:
  - merchant’s name
  - buyer’s name
  - invoice date
  - amount paid
  - description of purchased items
  - description of additional charges (sales tax, services, delivery, etc.)
  - if paid in part or full.
- In-Kind Contributions Form (only labor performed by the applicant is allowed)

### **INSPECTION OF COMPLETED WORK**

Before approving a request for payment, the conservation district must visually verify that the applicant installed the practice(s) as approved in the location indicated on the application. If the inspection shows that the practice(s) was not installed as approved, the district will notify

the applicant in writing that the request for payment has been denied. *Example:* An applicant applied for funding to drill a well, but the inspection revealed that the applicant cleaned out four ponds instead of drilling a well. In this case, the request for payment would not be approved. The conservation district's decision is final.

## **MAKING PAYMENT**

The applicant must submit to the conservation district the following:

- Completed Self-Certification Form
- Receipts, invoices and/or In-Kind Contributions Form for eligible expenses
- Photographic proof of completion, before and after pictures

The conservation district will inspect the completed work and review all documentation provided by the applicant. If the applicant has met all requirements the district will prepare an OSF-3 Form to be approved for payment at a district board meeting. After board approval the district will submit the following documents to the Commission for processing:

- OSF-3 Form signed by the board chair and notarized
- Self-Certification Form
- Calculation Sheet (optional)
- Receipts, invoices and/or In-Kind Contributions Form for eligible expenses
- Inspection of Completed Work Form

Applicant must be informed that the conservation district will issue payment by paper check and that processing may take up to 45 days.

## **COMPLETION DATES**

- June 30, 2026 – last day applications will be accepted by the conservation district
- December 31, 2026 – all work must be completed and required payment documentation submitted to the conservation district
- January 31, 2027 – last day the Commission will accept EDAP claims, accept means the claim must be in the Commission office (emailed copies are not acceptable).

## **DISTRICT REPORTING AND ACCOUNTING**

Conservation districts shall conduct the following reporting and accounting procedures:

- Maintain an EDAP Allocation Report in electronic format. The report should include data for all district board approved applications. The report should include the following:
  - district name
  - applicant's name
  - application number
  - date approved
  - obligated amount
- Submit the EDAP Allocation Report to the Commission for review by the 5<sup>th</sup> of each month, with the first report due April 5, 2026.
- Assemble case files for each approved applicant.

## **PUBLIC REQUESTS FOR EDAP RECORDS**

- Requests must be in writing to the conservation district.
- Provide only what is requested. For example: if they just want to see the ranking sheet(s) then share only the ranking sheet(s). In EDAP the ranking sheet would be a list of applicants in the order your office received them.
- Conservation districts are not required to create a new record to respond to a request.
- Do not include Social Security Numbers or Employer Identification Numbers.
- You can include name, address, phone number, and email address.

**EDAP Conservation District Allocations  
March 9, 2026**

Adair	210,000
Alfalfa	210,000
Arbuckle	210,000
Atoka	210,000
Beaver	210,000
* Blaine	140,900
Bryan	210,000
Caney Valley	210,000
* Central North Canadian River	137,300
* Checotah	89,000
Cherokee	210,000
Cimarron	210,000
Cleveland	210,000
Coal	210,000
Comanche	210,000
Cotton	210,000
Craig	210,000
Creek	210,000
* Custer	139,900
* Deer Creek	97,600
Delaware	210,000
Dewey	210,000
* East Canadian	121,200
Ellis	210,000
Garfield	210,000
Garvin	210,000
Grady	210,000
Grant	210,000
Greer	210,000
Harmon	210,000
Harper	210,000
Haskell	210,000
Hughes	210,000
Jackson	210,000
Jefferson	210,000
Johnston	210,000
Kay	210,000
Kiamichi	210,000
* Kingfisher	199,600
Kiowa	210,000
* Konawa	151,700
* Latimer	190,100

* LeFlore	150,000
Lincoln	210,000
Little River	210,000
Logan	210,000
Love	210,000
Major	210,000
Marshall	210,000
Mayes	210,000
McClain	210,000
* McIntosh	121,100
Murray	210,000
Muskogee	210,000
Noble	210,000
* North Caddo	66,000
North Fork Red River	210,000
Nowata	210,000
Okfuskee	210,000
Oklahoma	210,000
Okmulgee	210,000
Osage	210,000
Ottawa	210,000
Pawnee	210,000
Payne	210,000
Pittsburg	210,000
Pontotoc	210,000
* Pushmataha	170,700
Rogers	210,000
* Seminole	131,600
Sequoyah	210,000
* Shawnee	136,900
* South Caddo	90,700
Stephens	210,000
* Talihina	119,400
Texas	210,000
Tillman	210,000
Tulsa	210,000
Upper Washita	210,000
Wagoner	210,000
* Washita	182,600
* West Caddo	84,700
Woods	210,000
Woodward	210,000

\* Allocations for conservation districts not on county boundaries, were based on the percentage of county acres that fall within the conservation district boundary. Data used is available upon request.