

Guidelines:

- To be eligible for District Cost Share Program (DCSP) the property must be located in DeKalb County.
- **An application for DCSP for Home Garden Soil Testing MUST be approved by the DeKalb County Soil & Water Conservation District (SWCD) Board of Supervisors prior to any work being started.**
- The DCSP benefit is 75% of the total cost of the Basic Garden Soil Test Package at A&L Great Lakes Laboratories, Inc.* up to a maximum of two soil tests per landowner per year.
- Sampling area must be 1 acre or less to qualify. The Home Garden Soil Testing Program is not intended for use in large-scale operations such as agricultural fields.
- Work must be completed within one year of the date the application was approved by the DeKalb County SWCD Board of Supervisors.

Step-by-step instructions for participating in the program are as follows:

1. Complete an application for participation in the DCSP for Home Garden Soil Testing. Applications can be picked up at the DeKalb County SWCD office at 942 W 15th Street, Auburn, IN 46706, or mailed out by contacting DeKalb County SWCD personnel at (260) 925-5620 extension 3.
2. **Return the completed application to DeKalb County SWCD, 942 W 15th Street, Auburn, IN 46706.**
3. After verification the completed application will be taken to the monthly DeKalb County SWCD board meeting for approval of participation in the program. (The DeKalb SWCD Board meets the 3rd Thursday of each month. Applicants are welcome, but not required, to attend.) You will be notified when your application is approved.
4. Applicant is responsible for taking representative soil sample, labeling sample, filling out submission form, and paying for upfront lab fee. A soil sampling reference guide and a submittal form are attached. Samples with submittal form and payment can be dropped off at the DeKalb County SWCD office for delivery to the lab. Assistance is available for sample collection from one of our technicians, if needed.
5. Once testing is complete it is the responsibility of the applicant to notify DeKalb County SWCD by submitting a copy of the paid receipt for work completed.
6. Upon verification of work being completed applicants file will be taken to the DeKalb County SWCD Board meeting for payment approval.
7. Upon DeKalb County SWCD Board approval for payment reimbursement will be sent to the applicant whose name appears on the application.

**DeKalb County SWCD does not endorse any one laboratory over another. Please let DeKalb County SWCD personnel know if a different lab is preferred. DeKalb County SWCD will deliver samples to any lab located within a 30.0 mile radius of the DeKalb County SWCD office.*