



Nitrogen Management

Letter of Support - Minimum Requirements

Certain On-Farm Climate Action Fund (OFCAF) activities require a qualified professional (e.g., CCA, P.Ag.) to provide documentation in support of the new practice being adopted by the farm business. This requirement may be met through a letter of support or through a more detailed Crop Nutrient Plan. While costs for a third-party to prepare a Crop Nutrient Plan are eligible for cost-share funding through OFCAF, any cost incurred by an applicant to prepare a Letter of Support is not eligible for cost-share. A Letter of Support cannot be prepared by the applicant themselves but must be prepared by a third-party.

To meet the minimum requirements for the OFCAF cost-share program, a Letter of Support (or Crop Nutrient Plan) must include the following:

1. The identity of the qualified third-party who prepared the letter, including name, designation (if the party is a CCA, include the CCA#), and signature.
2. The legal farm business name.
3. Reference to the location or locations (e.g., address, coordinates, field or farm name) where the new practice is proposed to occur. Locations should align with the site sketches included with the application.
4. The nitrogen management best management practice being applied for (e.g., dual action nitrogen stabilizers, split application of nitrogen fertilizer, or synthetic fertilizer substitutes). Briefly describe the farm business's nitrogen management practices prior to 2026 and the goals for the new practice that will occur.
5. Recommendations made for the implementation of the new practice that will occur including considerations based on soil test values, in-season weather conditions, etc.
 - For dual action nitrogen stabilizers (urease **and** nitrification inhibitors), please identify the recommended product by name and/or active ingredients, with the anticipated (or actual) timing of application.
 - For split application of nitrogen, please identify the source of N, method of application, anticipated application timing, and application rate.

- For synthetic fertilizer substitutes, please identify the material type, anticipated application timing, and application rate.
 - Include any considerations which will/did inform application rates, such as laboratory analysis.

The letter of support must be included with application submission.

Per the documentation requirements listed in the [Nitrogen Management Online Program Guide](#), where a letter of support is required and not provided with the application submission, or where the letter provided does not meet all requirements outlined above, the application will be considered incomplete. A Crop Nutrient Plan may be submitted in lieu of a letter of support but must still meet ALL minimum requirements outlined above.

Letter of support must be from a qualified (i.e., CCA, P.Ag.), third-party supporting the application of any proposed dual action nitrogen stabilizers (both urease and nitrification inhibitor), split applications of nitrogen, and/or synthetic fertilizer substitutes (i.e., manure, compost, digestate) projects

If you have any questions, please contact OSCIA by emailing: ofcaf@ontariosoilcrop.org