



Monte Vista National Wildlife Refuge

Cooperative Agriculture Program

Attention Farmers

Farming Permit Announcement

“MV Refuge - Farm Unit 13, 22, 23, & Parma Farm Unit”

2025-2029

The U.S. Fish & Wildlife Service (Service), through the Cooperative Agricultural Agreement Program (CAA), is seeking to permit one agricultural operator to conduct farming operations on Units 13, 22, 23, & Parma Farm Unit of the Monte Vista National Wildlife Refuge (Refuge) in Rio Grande County Colorado, through an application process. During a period of five years (2025-2029), one farmer will be responsible for all aspects of farming on approximately 370 acres to produce and harvest alfalfa, and 140 acres to produce barley to leave standing and unharvested, to support sandhill cranes and other migratory birds during their spring migration. In addition, this program will assist the Refuge in achieving habitat management goals to reduce invasive weed infestation and abundance as well as to maintain the area free of decadent vegetation which will provide enhanced habitat for songbirds and small mammals.

Monte Vista National Wildlife Refuge was established in 1952 to provide suitable resting, feeding and breeding areas for migratory birds, including sandhill cranes and waterfowl. Through the Refuge’s Comprehensive Conservation Plan (CCP), various resource management objectives were developed to assist in achieving this mission. The use of prescribed farming as a management tool has been determined to be an appropriate, compatible, and necessary use on the refuge to meet resource management objectives.

Below is information pertaining to farming permits on the Monte Vista National Wildlife Refuge. Please familiarize yourself with this information when preparing your bid. The information contains the Service’s requirements.

Cooperative Agricultural Description and Conditions

Monte Vista National Wildlife Refuge Farm Units (see maps on pages 5-6)

Unit	Acres	Crop	Harvest/Leave
Unit 13 North	80	Alfalfa	Harvest 100%
Unit 13 South	80	Barley	Leave Standing
Unit 22 East	60	Alfalfa	Harvest 100%
Unit 22 West	60	Barley	Leave Standing
Unit 23	80	Alfalfa	Harvest 100%
Parma Farm	150	Alfalfa	Harvest 100%

Cooperator Responsibilities:

- The cooperator is responsible for all production costs, including the cost of the Refuge's share of crops.
- The cooperator agrees that agricultural crops, of the types and acreages specified above, must be planted, cultivated, and harvested or left standing during the first year of operation. If this agreement is for more than one year, the type of crop, acreage, and distribution may be altered or modified annually, following the first year of operation, by mutual consent of both parties. Changes to the agreement must be made prior to planting season by an addendum, which will be attached to and become part of the agreement.
- The cooperator will pay all well pumping (electricity) and horsepower charge costs on the above listed unit(s) during the growing season.
 - o As example:
 - Parma Pump (49 HP) costs were approximately \$5000 for the period of May – September 2024.
 - Unit 13 well (121 HP) costs were approximately \$7500 for the period of May – Sept 2024.
 - o The Refuge will provide a monthly pump-related utility bill to the cooperator, with payment due to the San Luis Valley Rural Electric Cooperative (SLV REC) upon receipt. The cooperator will pay all bills in a timely manner, according to SLV REC's payment schedule and will not be delinquent on payment. If delinquency on bills occurs, cooperator will risk cancellation of permit and will remain liable for all outstanding utility bills.
 - o The Refuge will cover injury of well pumping to surface water right holders through sub-contracting with Sub-District 6.

- The cooperator will pay for the first \$2,500.00 of all repairs to each of the center pivot sprinklers including all sprinkler components, pump components, motor, and associated electric boxes, wires, and components. Any additional repairs will be covered by the Refuge or through mutual agreements between the cooperator and refuge management.
 - o **Loss of Crops:** Applicants are advised to consult their Farming Insurance Carrier regarding policy in covering crop losses resulting from the failure of pumps and motors or collapse of well casings on Refuge properties.
- The cooperator will provide alfalfa and/or oats seed if needed for inter-seeding or new seeding.
 - o Refuge will provide barley seed from current inventory (Molson-Coors or Monte Vista Coop) or purchase seed if necessary.
 - o Barley seed will be planted at approximately 100 lbs./acre.
- Cooperator will be responsible for all herbicide and fertilizer expenses.
 - o All potential herbicides and fertilizers to be used needs to be approved by refuge management prior to use.
 - o Cooperator will ensure that pesticides used will be applied in accordance with label restrictions and according to the Service Pesticide Use Proposal Program.
 - A list of all herbicide use, including dates and amounts used, will be turned into refuge management at the end of each growing season.
- Cooperator will report to refuge management, at a minimum, on a monthly basis during the growing season on farming operations and any updates.
- Cooperator will remove all hay completely from the refuge within 30 days of baling it. The refuge is not responsible for damage to bales from wildlife damage, wildfire, or natural disasters.
- **Field Preparation:** Field preparation can begin after the first full week in April of each year. This will allow migratory birds significant time to utilize farm fields before field preparations start. Fall tillage is prohibited.
- **Non-GMO seeds:** Only non-GMO (non-genetically modified organism) crops and seed, not treated with neonicotinoid agents, are permitted to be planted on Refuge property.
- **Subleasing:** Farming privileges may not be sold, transferred, or sublet. This will result in the cooperator losing their Special Use Permit.

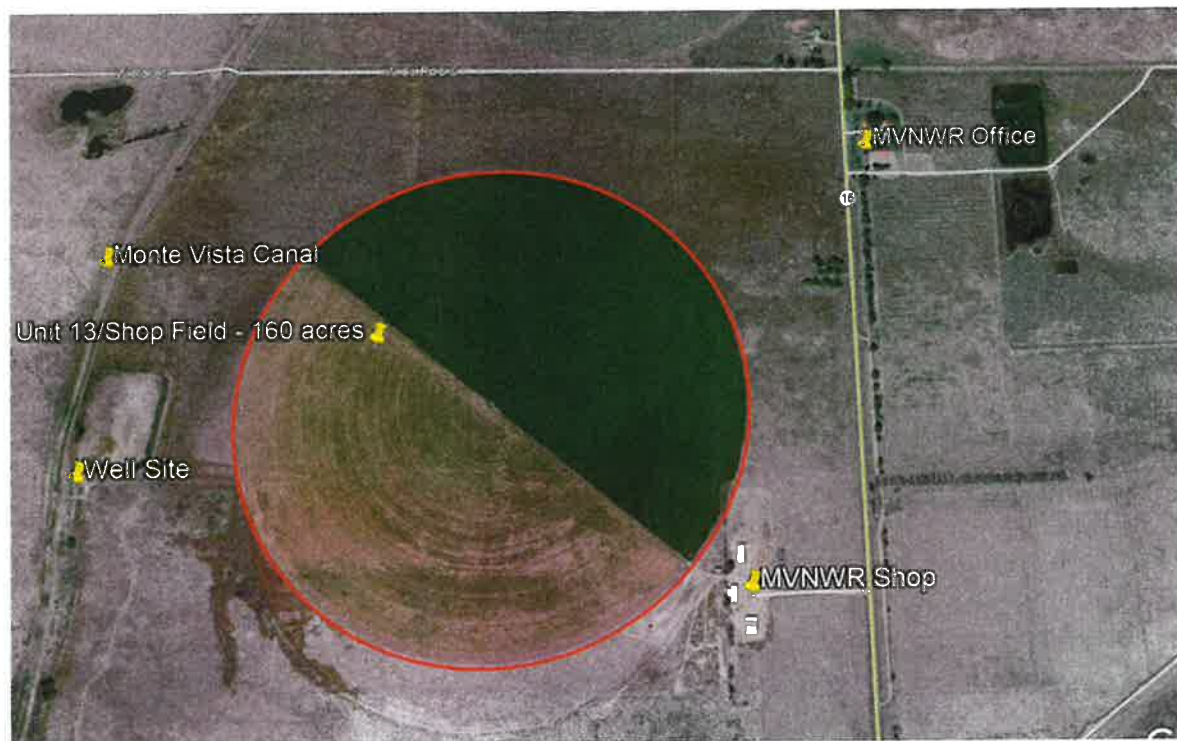
- **Application/Bid Process:** Applications will be for a share crop agreement of acreage of alfalfa harvested (370 ac), with the understanding that the cooperator is responsible for all work related to growing a successful barley crop, unharvested (140 ac).

- **REQUIRED ONSITE BRIEFING/INSPECTION VISIT:**
 - o The Refuge will only accept bids for “Farm Unit 13, 22, 23, & Parma Farm Unit 2025-2029” from operators who attend the briefing/inspection site visit. We will not accommodate additional inspections.
 - o WHEN: April 2nd at 1:00 pm to 3:00 pm
 - o WHERE: Monte Vista Refuge Office, 6120 Highway 15 S, Monte Vista, CO 81144

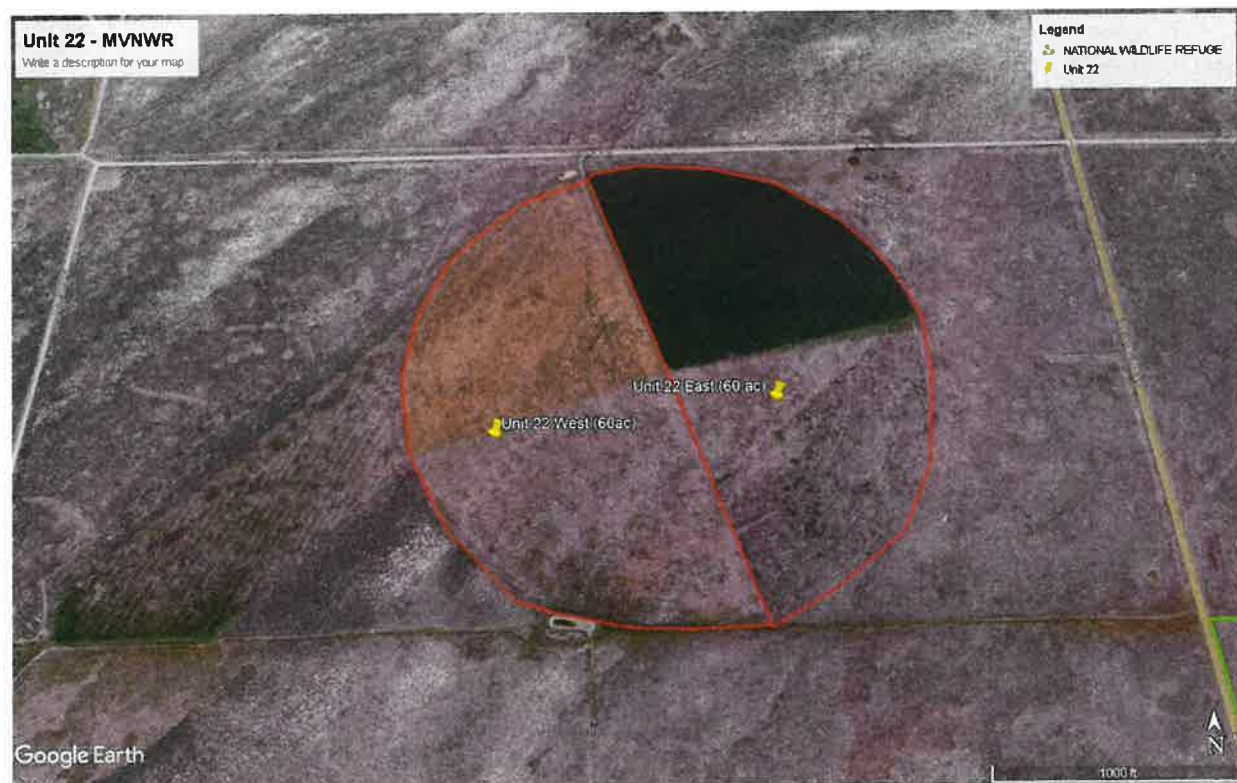
- Monte Vista National Wildlife Refuge reserves the right to reject any or all applications/bids and retains the right to discontinue prescribed farming practices in the event that compatibility or any other issue/concern arises. The term of this Cooperative Agricultural Agreement will be from April 01, 2025, through the end of harvest of the 2029 crop.

- Required forms, instructions, special terms and conditions, and maps of the proposed cooperative agriculture area can be viewed and downloaded online at: [Monte Vista National Wildlife Refuge | U.S. Fish & Wildlife Service](#) or by hard copy at Monte Vista or Alamosa NWRs.

- For more information, please call Dean Lee, Wildlife Refuge Specialist, at (719) 588-5336.



Unit 13 Farm Field – MVNWR



Unit 22 Farm Field – MVNWR

Monte Vista Refuge - Farm Units 13, 22, 23, & Parma Farm Unit - 2025-2029



Unit 23 Farm Field – MVNWR



Parma Farm Unit - MVNWR

CHECKLIST OF REQUIRED DOCUMENTS AND MEETINGS:

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REQUIRED ONSITE VISIT FOR MONTE VISTA NWR-

The Refuge will only accept applications for “Farm Units 13, 22, 23, & Parma Farm Unit 2025-2029” from operators who attend the briefing/inspection site visit. We will not accommodate additional inspections.

WHEN: April 2nd, 2025, at 1:00 pm to 3:00 pm

WHERE: Monte Vista Refuge Office, 6120 Highway 15 S, Monte Vista, CO

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FWS Form 3-1383-C (Commercial Special Use Permit {CSUP})

Applicants must fill out applicable portions of FWS Form 3-1383-C (provided below)

Link to application -

<https://www.fws.gov/sites/default/files/documents/2024-09/fillable-form-3-1383-c-commercial-special-use-rev-05-2025.pdf>

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Application/Bid Sheet: (Next Page)

Applications will be for a share crop agreement of acreage of alfalfa harvested (370 ac), with the understanding that the cooperator is responsible for all work related to growing a successful barley crop left standing (140 ac).

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DUE: The Refuge must receive sealed bids by **3:00 p.m. on April 14th, 2025**

Mail: SLVNWR Complex
Attn: “Unit 13, 22, 23, & Parma Farm Unit 2025-2029”
7824 El Rancho Lane
Alamosa, CO 81101

Email: Dean_Lee@fws.gov with subject line “Unit 13, 22, 23, & Parma Farm Unit 2025-2029”



BID SHEET
National Wildlife Refuge System



Monte Vista National Wildlife Refuge
7824 El Rancho Lane
Alamosa, CO 81101
(719)-589-4021

"Monte Vista Refuge - Farm Unit 13, 22, 23, & Parma Farm Unit 2025-2029"

APPLICANT INFORMATION:

Name (Proposal Submitter): _____

Name of Business or Farm: _____

Mailing Address: _____

Tax ID #: _____ Phone Number: _____ ☐ Work ☐ Cell

E-mail Address: _____

Unit Name: Units 13, 22, 23, & Parma Farm (370 acres Alfalfa, 140 acres Barley)

ADDITIONAL INFORMATION *(Attach additional sheets if necessary)*

- *Describe your experience specific to farming operations on National Wildlife Refuges or comparable conservation lands:*

- *Do you have available equipment, in good working condition, for example harvesters, tractors, implements, trucks & trailers, to perform all farming operations requested in this announcement?*

Please List:

- Equipment:

- Personnel available:

FWS Form 3-1384 (Rev. 04/2020)
U.S. Department of the Interior



BID SHEET
National Wildlife Refuge System

Monte Vista National Wildlife Refuge
7824 El Rancho Lane
Alamosa, CO 81101
(719)-589-4021

OMB Control No. 1018-0102
Expiration Date ###/###/####



"Monte Vista Refuge - Farm Unit 13, 22, 23, & Parma Farm Unit 2025-2029"

- *What is your response time if an emergency occurs?*

- *Any other information that you would like to include in this application?*

Certification: I hereby certify that I have read and, if selected, agree to the permit conditions listed in the bid package. The U.S. Fish and Wildlife Service reserves the right to reject any or all bids. I further certify that the information submitted in this bid sheet is complete and accurate to the best of my knowledge and belief. I understand that any false statement herein may subject me to the criminal penalties of 18 U.S.C. 1001.

Signature: _____ Date: _____

NOTICES

All information you provide will be considered in reviewing this application. False, fictitious, or fraudulent statements or representations made in the application may be grounds for revocation of the permit and may be punishable by fine or imprisonment (18 U.S.C. 1001).

PRIVACY ACT STATEMENT

Authority: The information requested is authorized by the National Wildlife Refuge System Administration Act (16 U.S.C. 668dd-ee) and the Refuge Recreation Act (16 U.S.C. 460k-460k-4).

Purpose: To collect the applicant's information to process permits allowing for commercial activities such as: guiding hunters, anglers or other outdoor users; commercial filming; agriculture; rental of cabins and trapping while on the National Wildlife Refuge System.

Routine Uses: The information will be used by the refuge's administrative office for processing Commercial Activity Special Use permits. More information about the routine uses maybe found in the Systems of Records Notice, FWS-5 National Wildlife Refuge Special Use Permits.

Disclosure: Providing the information is voluntary. However, submission of information is required to process and approve commercial activity usage on the National Wildlife Refuge System.

PAPERWORK REDUCTION ACT STATEMENT

We are collecting this information subject to the Paperwork Reduction Act (44 U.S.C. 3501) to evaluate the qualifications, determine eligibility, and document permit applicants and to respond to requests made under the Freedom of Information Act and the Privacy Act of 1974. The information that you provide is required to obtain or retain a benefit; however, failure to provide all required information is sufficient cause for the U.S. Fish and Wildlife Service to deny a permit. False, fictitious, or fraudulent statements or representations made in the application may be grounds for revocation of the Special Use Permit and may be punishable by fine or imprisonment (18 U.S.C. 1001). According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. OMB has approved this information collection and assigned control number 1018-0102.

ESTIMATED BURDEN STATEMENT

The public reporting burden for this information collection varies based on the requested specific refuge use. We estimate the relevant public reporting burden for the Commercial Activity Special Use Permit Application form to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Service Information Clearance Officer, U.S. Fish and Wildlife Service, 5275 Leesburg Pike, MS: AMAD-ARM-PPM, Falls Church, VA 22041-3803, or via email to Info_Coll@fws.gov. Please do not send your completed form to this address.

DIRECTIONS - FWS Form 3-1383-C (Commercial Special Use Permit

{CSUP}

1. Applicants must fill out applicable portions of FWS Form 3-1383-C (Provided below) or

Link to application - <https://www.fws.gov/sites/default/files/documents/2024-09/fillable-form-3-1383-c-commercial-special-use-rev-05-2025.pdf>

2. This form is used by the Refuge for applications for farming opportunities on the Refuge as well as formalizing the Cooperative Agricultural Agreement on the Refuge if selected. Therefore, at the time of the application, the applicant does not need to complete all sections of the CSUP but does need to ensure that they provide sufficient information in their proposed operations for the Service to review your application based on the objective criteria listed in this Notice.
3. Write N/A in any sections that do not appear to be relevant.
4. Both the Plan of Operations (section 18) and the Logistics and Transportation Section (Sections 24a through 30) only need to be completed if you are selected as the Cooperator.

