



FARM ADVISORS

FARMERS MENTORING FARMERS

Request for Proposals: Conservation Agronomist

Contract, Retainer Engagement, 15-30 hours per month with potential of seasonal increases

Proposal Deadline: October 23, 2026, 5 p.m. Eastern

Farm Advisors is a mentoring program designed and led by farmers, with the goal of flattening the learning curve for regenerative agriculture practices. The program connects mentees with a growing network of farmer mentors who can provide practical advice and personalized guidance to boost farm profitability, sustainability, and resilience. More information can be found at <https://farmadvisors.ag>.

The selected conservation agronomist(s), of which there could be 3 across the state of Indiana, will provide support for the program by providing guidance and technical support for Farm Advisors participants, advisors, and program manager.

Conservation Agronomist Scope

Conservation agronomist(s) will report to the Farm Advisors Program Manager. Tasks focus on providing flexible access to agronomic expertise and technical support based in conservation and regenerative agriculture principles through in-person and remote grower consultations, field activities, program planning, education, and issue response. No minimum monthly volume is guaranteed unless stated in the final agreement.

- Provide practical, science-based recommendations for row-crop production, soil health, conservation systems, cover crops, nutrient management, livestock systems, pest management, crop rotations, residue management, and/or related agronomic decisions.
- Consult directly with growers through mutually agreed channels, such as telephone, email, video calls, text, meetings, field visits, or other mutually agreed channels.
- Visit with mentees and write a conservation plan or similar plan that can be used as guidance for mentors and mentees to implement conservation or regenerative ag practices.
- Participate in field days, workshops, webinars, grower roundtables, mentor training, and educational content development as needed.
- Work with the program manager to provide timely information for mentors and mentees.
- Maintain complete service records, including date, requester, purpose, time used, recommendation, follow-up, and travel.
- Submit a monthly activity report and invoice showing hours by task, direct expenses, and mileage.

Required Qualifications

- Current Certified Crop Adviser (CCA) credential in good standing, with all required continuing education and professional obligations maintained throughout the contract.
- Demonstrated experience advising growers or farm managers on agronomic practices related to conservation and regenerative agriculture.
- Working knowledge of nutrient, soil and water, pest, and crop management, including regionally relevant crops, soils, climate, and production risks.
- Ability to communicate respectfully and clearly with growers of varied operational scales, experience levels, and technology preferences.
- Ability to provide independent, practical recommendations and disclose actual or potential conflicts of interest, including product sales, commissions, referrals, or affiliations.
- Valid driver's license, reliable transportation, and ability to perform field work in changing weather and terrain.
- Appropriate business registrations, tax status, and insurance, including commercial general liability, automobile liability, and professional liability/errors and omissions coverage at limits acceptable to Farm Advisors.
- Ability to protect confidential grower, farm, operational, and program information.

Proposal Requirements

1. **Cover letter:** Legal name, business name, primary contact, address, telephone, email.
2. **Approach:** Demonstrated understanding of the Farm Advisors model and proposed approach to integrating agronomic expertise with farmer-led mentoring to achieve conservation and/or regenerative agriculture goals.
3. **Qualifications:** Résumé or firm profile, CCA number and verification information, education, relevant experience, geographic and crop expertise, licenses, certifications, and proof of insurance.
4. **Availability:** Maximum hours available per week and per month; seasonal capacity; normal work schedule; and blackout periods.
5. **Travel:** Regions or counties, or maximum radius, that can be served for Farm Advisors.
6. **Grower engagement:** Methods the proposer is willing to use, frequency and format preferences, accessibility considerations, and any limitations.
7. **Pricing:** Hourly rate for on-site and remote consultations.
8. **References:** Three professional references for comparable agronomic advisory work. At least two references should be grower clients or organizations serving growers, where available.
9. **Added value:** Describe additional expertise, languages, technologies, data tools, networks, or services that would benefit participating growers.

Retainer and Compensation Structure

- **Authorization:** Only work requested and approved by Farm Advisors' designated program manager is billable.

- **Pricing:** Hourly rate; mileage paid at current GSA rate; approved lodging reimbursed.
- **Invoicing:** Monthly itemized invoices will be submitted by the first Monday of the following month. Farm Advisors may reject undocumented or unauthorized charges.
- **Independent contractor:** The selected contractor will control the means and methods of professional work, will not be an employee, and will be responsible for taxes, benefits, licenses, and insurance.

The conservation agronomist contract will be with Conservation Technology Information Center (CTIC). CTIC has a Memorandum of Agreement with Farm Advisors and supports the mentoring program. CTIC supports farmer-led conservation to accelerate sustainable agriculture by connecting public and private partners, informing stakeholders of national trends in soil health practices, championing practical and productive farming systems, and delivering tailored program delivery.

CTIC is committed to providing an open and accepting environment for all. CTIC prohibits any discrimination on the basis of gender, race, religion, sexual orientation, national origin, age, disability or veteran status.

Notice and RFP Schedule

RFP issued	Sept. 22
Questions due	Oct. 13
Proposals due	Oct. 23, 5 p.m. Eastern
Interviews, if requested	Oct. 28-Nov 3
Anticipated start	Nov. 16
Initial contract term	Six months with option to renew on an annual basis
RFP contact	Elise Koning, Program Manager, Farm Advisors koning@ctic.org

Submission Instructions

Submit one electronic proposal in PDF format with the subject line “Contract Agronomist RFP — [Proposer Name]” to koning@ctic.org no later than 5 p.m. Eastern Time on October 23. Questions must be submitted in writing to koning@ctic.org by the date shown in Section 1. Late submissions may be rejected.