

# 2022 Guidelines: SHARED-USE EQUIPMENT PROGRAM



The following guidelines are for the implementation of the **Shared-Use Equipment Program** to provide farmers access to equipment that would otherwise be cost-prohibitive.

Questions concerning these guidelines should be directed to the Kentucky Office of Agricultural Policy at (502) 564-4627 or [KOAP@ky.gov](mailto:KOAP@ky.gov). Applications to administer this program must be directed through the local County Agricultural Development Council.

1. Eligible applicants shall be limited to broad-based community organizations (e.g. County Farm Bureau or the County Conservation District).
2. Kentucky Agricultural Development Funds contributed to Shared-Use Equipment cannot exceed 50%, unless it is determined that a reduced match is needed for this program. Future rental fees and equipment trade-in **cannot** be used as match.

The Council may approve a reduction in the administrative entity's match for this program to no less than 25%. This decision shall be indicated on the County Council Priority Sheet, which is submitted with the application.

3. Only equipment purchases after the date the program application is received by the Kentucky Office of Agricultural Policy (KOAP) are eligible for consideration, as part of the program budget.
4. A user fee structure for maintenance and repairs, as well as equipment replacement, must be a part of the grant application.  
**Note:** Fees may not be different for members vs. non-members of the administrative entity.
5. All equipment purchases require three written bids (or quotes) with the best bid being accepted.
6. The purchasing entity shall supply the bid documentation and an explanation as to why the particular bid was selected.
7. The purchasing entity must maintain insurance on the equipment through the life of the agreement. Where the purchase price of the equipment is over \$20,000, the Kentucky Agricultural Development Board will be listed as an additional insured.
8. Producers shall be informed of equipment availability and checkout procedures.
9. A copy of the paid invoice and photo of equipment shall accompany the first semi-annual report, along with serial number or other unique identifier.
10. Disposal of the equipment within a 5-year period from the execution of the legal agreement requires approval by KADB staff with a pro-rated amount being paid back or trade-in value documented and deducted from requested amount in an application for new equipment.

## Eligible Equipment

### A. Forage, Pasture & Grain Improvement:

1. In-line bale wrappers
2. No-till drills
3. Pasture aerators / Pasture renovators
4. Silage wrappers or baggers
5. Silage choppers
6. Lime spreader for use on steeper ground
7. Weed wiper/sprayer; Thistle sprayer
8. Cover crop roller-crimper
9. Chain harrow
10. Hay Tedder

### B. Hay & Commodity Handling:

1. Flatbed trailers with brakes
2. Grain wagons
3. Hay wagons
4. Round bale wagon
5. Header wagons
6. Kicker wagons

### C. Cattle Handling:

1. Chutes (loading, squeeze)
2. Corral panels
3. Crowding tubs
4. Headgates
5. Scales

### D. Goat Handling:

1. Alley way
2. Head chute
3. Portable corral pens
4. Scale

### E. Horticulture:

1. Air blast sprayer
2. Bed shaper
3. Flail mower
4. Mulch/trickle tube layer
5. Plastic remover / plastic roller
6. Vegetable transplanter
7. Specialized harvesting equipment (e.g. green bean picker, hops harvester, etc.)

### F. Other:

1. Animal transport equipment (excluding motorized vehicles)
2. Compost turner
3. Corn planter
4. GPS light bar guidance system
5. Log Forwarding Trailer (log loading trailer with grapple/hoist, towable, self-contained)
6. Manure spreader
7. Portable wood chipper
8. Post driver (trailer-mounted, self-contained, special safety guidelines Appendix A)
9. Post hole digger
10. Rolling harrow
11. Trailer for transporting shared-use equipment
12. Tree planter

# Wheatheart Manufacturing

A DIVISION OF AG GROWTH INDUSTRIES



## POST POUNDER RENTAL ORIENTATION CHECKLIST

### General Safety Precautions

<p>_____ Renter Initials</p>		<p>Wear appropriate protective gear. This includes a hard hat, protective shoes with slip-resistant soles, leg protection, protective goggles, and hearing protection.</p> <p>Keep body, hair, and clothing away from moving parts.</p> <p>Do not operate with another person near or in contact with the equipment.</p>
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### Transporting and Operating Post Pounder

<p>_____ Renter Initials</p>		<p><b>Be cautious on uneven ground.</b></p> <p>Use extreme care and minimum ground speed when operating or transporting on hillsides, over rough ground, or near ditches or fences.</p> <p>Do not allow riders on the machine, towing vehicle, tractor, or skid steer.</p>
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### Transporting Only

<p>_____ Renter Initials</p>	<p>Local rules may apply regarding transport on public roads. Obey <i>all</i> applicable laws and regulations.</p> <p><i>Trailer Models:</i></p> <ul style="list-style-type: none"> <li>• Fully extend hitch cylinder for transport.</li> <li>• Install safety chains.</li> <li>• Do not exceed rated tire speed. Refer to tire sidewall.</li> </ul> <p><i>Skid steer or 3pt center mast units only:</i> Install hairpins on transport locks with the mast centered and top cylinder retracted.</p>
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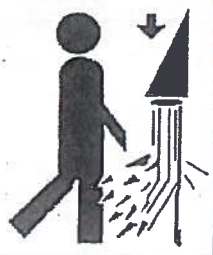

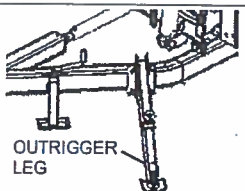
### Operating Only

<p>_____ Renter Initials</p>		<p><b>Stay away from overhead and buried lines.</b></p> <p>Keep away from overhead and buried power lines / gas lines. Arcing and possible electrocution can occur without direct contact.</p> <p>Always consult local utility companies before operating machine near overhead or buried power lines.</p>
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<p>_____ Renter Initials</p>		<p><b>Know the operator controls.</b></p> <p>All control functions are illustrated on the machine with instructional decals. Take time to learn the controls prior to operating the machine.</p> <p><i>If equipped with PTO Drive:</i> Ensure PTO is attached securely to the tractor and the machine.</p>
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<p>_____ Renter Initials</p>		<p><b>Only use hugger to hold posts.</b></p> <p>Keep hands clear of hammer when pounding post. Always use the post hugger to hold the post in position.</p> <p>Place posts standing up straight against the roller plate cones. Ensure that your hands are clear of the hugger. Close the hugger arm to clamp post in. Some adjustment of the roller arm may be required to hold the post firmly.</p> <p>To adjust the hugger, turn the ACME bolt until the roller arm cones are centered on the post.</p> <p>For large posts raise the impact head as much as needed to safely drive the post. For small posts use shorter strokes to reduce the risk of damage.</p>
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## Operating Continued

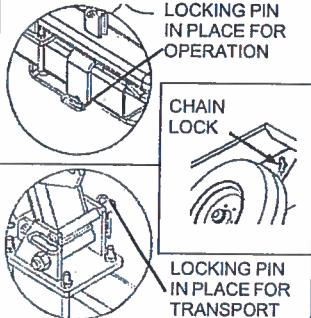
<p>Renter Initials _____</p>		<p><b>Do not pound damaged or crooked posts.</b>                  If post becomes damaged or cracked, do not continue pounding post.                  If post becomes crooked, DO NOT use the hugger to straighten the post. Damage to the hugger may result.</p>
<p>Renter Initials _____</p>	<p><b>DO NOT let impact head free fall</b> without pounding a post. If head must be lowered, shut off power source and gently actuate hydraulic valve to lower head.</p>	
<p>Renter Initials _____</p>	 <p>LEGS MUST BE ON GROUND BEFORE USING</p>	<p><i>Skid steer or 3pt pounders only:</i> All support legs must be securely on the ground before using machine.  <i>Note: Initial this sub-section only if it applies to the machine being rented.</i></p>
<p>Renter Initials _____</p>	 <p>OUTRIGGER LEG</p>	<p><i>Trailer models, if equipped with outrigger leg:</i></p> <ul style="list-style-type: none"> <li>• Must be used to prevent machine rollover hazard.</li> <li>• Raise leg when moving to the next post to prevent damage.</li> </ul> <p><i>Note: Initial this sub-section only if it applies to the machine being rented.</i></p>

## Completion


<p>Renter Initials _____</p>	<p>Relieve pressure from hydraulic circuit before disconnecting from tractor.                  After completing the job, ensure that the pounder mast is in the lowered position.                  Lean the mast back into the transport position.                  Position the impact head into the fully retracted position.  <i>Trailer Models only:</i> Fully extend hitch cylinder.</p>
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## Self-Propelled Post Pounder Option

Initial this section only if renting a trailer Post Pounder with a SP Kit.

<p>Renter Initials _____</p>	 <p>LOCKING PIN IN PLACE FOR OPERATION</p> <p>CHAIN LOCK</p> <p>LOCKING PIN IN PLACE FOR TRANSPORT</p>	<p>Chock wheels or lower spike to prevent rolling and to improve stability.                  Fully retract hitch prior to operating.                  Do not operate without wheel arm pin in place.                  Use caution when backing up.                  Prior to transporting:</p> <ul style="list-style-type: none"> <li>• Raise spike and secure cylinder lock.</li> <li>• Pull handle to disengage drive wheel motors and secure handle in chain lock.</li> <li>• Place locking pin in place to secure wheel arm.</li> </ul>
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## Further Information

<p>Renter Initials _____</p>		<p>Additional and more detailed operating and safety information <i>not</i> covered in this basic orientation can be found in the operator's manual.</p>
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**I have been instructed on, understand, and will follow the rules and information provided in this orientation. I understand that failure to follow these rules could result in serious injury or death.**

RD June, 2009      Date \_\_\_\_\_      Signature of Post Pounder Renter \_\_\_\_\_      Signature of Rental Agency Employee \_\_\_\_\_