

# Delaware County Farm Enhancement Grant Program

## **REQUEST FOR APPLICATIONS (RFA):**

### **Information for Applicants**

#### **GENERAL PROGRAM INFORMATION**

##### **Intent of Request for Applications (RFA)**

Cornell Cooperative Extension Delaware County invites applications from eligible Delaware County farm businesses for financial assistance to implement eligible projects that will improve operations on the farm by allowing for strategic investment in farm infrastructure and/or operations. Financial support for this program is through the Delaware County American Rescue Plan Committee with approval from the Delaware County Board of Supervisors.

##### **Purpose**

The purpose of the program is to provide Delaware County farmers with crucial funding for projects that may not have been possible due to challenging economic conditions resulting from the COVID-19 pandemic as well as alleviate some of the economic volatility farms are experiencing as a result of the Covid-19 pandemic.

##### **Definitions**

"Farm operation," as defined in section 301 of the Agriculture and Markets Law, means the land and on-farm buildings, equipment, manure processing and handling facilities, and practices which contribute to the production, preparation and marketing of crops, livestock and livestock products as a commercial enterprise, including a "commercial horse boarding operation", a "timber operation", "compost, mulch or other biomass crops" and "commercial equine operation". Such farm operation may consist of one or more parcels of owned or rented land, which parcels may be contiguous or non-contiguous to each other.

##### **Funding**

There is \$480,000 of funding available for proposed projects. Applications will be prioritized for funding through a competitive process. Not all project applications may receive funding, additionally, not all award applications may be fully funded. The amount of funding requested for an eligible project must not exceed \$5,000 (crop input expenses) or \$25,000 (infrastructure project).

##### **Project Duration**

Projects must be completed within 15 months of award notification.

## Application Submission Requirements

Applications will be accepted during the following periods, until funding is exhausted.

Application Period 1:	August 1, 2022	to	September 2, 2022
Application Period 2:	September 19, 2022	to	October 21, 2022

*Application Period 2 will be canceled in the event all funds are committed during Application Period 1. Additional Periods may be added if funds remain after Application Period 2.*

*Incomplete applications will be returned to applicants. They will not be considered for funding, but farms remain eligible to submit a new or revised application.*

Applications must be received by 4:00 pm on the last day of the application period to be considered for funding for that period.

The Notification of Awards is expected by the following days, until funding is exhausted.

Application Period 1:	September 23, 2022
Application Period 2:	November 4, 2022

Completed applications, in their entirety, should be submitted to:

Delaware County Farm Enhancement Grant Program  
c/o Cornell Cooperative Extension Delaware County  
34570 State Highway 10, Suite 2  
Hamden, NY 13782  
(607) 865-6531

Or emailed to: [delaware@cornell.edu](mailto:delaware@cornell.edu)

## Question and Answers

An informational session with question-and-answer opportunity will be held at 7:00 pm on Tuesday August 9, 2022. Registration is required to attend. Registrants can attend via Zoom or in person at the Cornell Cooperative Extension office located in Hamden, NY. Register at <https://bit.ly/Farm-Grants>

All additional questions should be submitted in writing. (Email will be accepted.) Applicants should note that all clarifications must be resolved prior to the submission of an application. Prospective applicants with questions concerning this RFA should present those questions in writing by mail to:

Delaware County Farm Enhancement Grant Program  
c/o Cornell Cooperative Extension Delaware County  
34570 State Highway 10, Suite 2  
Hamden, NY 13782  
(607) 865-6531

or email: [delaware@cornell.edu](mailto:delaware@cornell.edu)

## ELIGIBILITY REQUIREMENTS

### Applicant Eligibility

Eligible applicants must meet all the following criteria:

- Be a resident of Delaware County, NY and at least 18 years of age.
- Operate a farm business that is physically located in Delaware County.
- Be engaged in the business of farming as an individual, partnership, association, cooperative, corporation, or LLC business entity, and meet the definition of “farm operation” as defined in section 301 of the Agriculture and Markets Law.
- Meet the Criteria for Eligibility for a NYS Property Tax Agricultural Exemption (even if not receiving this this exemption; see NYS RP-305 form)

### Project Examples and Eligibility

Eligible expenses include capital costs and professional services costs necessary to complete an eligible project. Eligible projects must meet the following criteria:

- Be located on land operated by an eligible “farm operation.”
- Demonstrate one of the following objectives:
  - Stabilize and or improve farm operations and viability
  - Increase production,
  - Enhance farm profitability

Eligible Project Examples	Ineligible Project Examples
<ul style="list-style-type: none"> <li>• Current Crop Inputs (e.g., fertilizer, lime, herbicide, seed)</li> </ul>	
<ul style="list-style-type: none"> <li>• Construction and renovation of buildings and structures (e.g., manure handling systems, milking systems, ventilation systems, watering systems/hydrants, equipment/commodity storage shed,)</li> <li>• Livestock Management and Containment Systems/Structures (e.g., stalls, pens, chutes, headlocks, fencing, gates)</li> <li>• Water Management Practices (e.g., Irrigation, drainage and/or erosion control practices).</li> <li>• Environmental Best Management Practice System(s)</li> <li>• Permanently installed equipment (e.g., silo unloader, hay elevator, bulk tank, stationary TMR Mixer)</li> <li>• Permanently installed root stock (e.g., apple trees)</li> <li>• Architectural and/or engineering services</li> <li>• Trellis systems</li> <li>• Greenhouses</li> </ul>	<ul style="list-style-type: none"> <li>• Land Purchases and/or Rent</li> <li>• Land Clearing and/or Land Preparation</li> <li>• Machinery, implements, and rolling stock. -</li> <li>• Machinery or equipment that are not an integral part of a structure or does not otherwise require installation</li> <li>• Working capital</li> <li>• Livestock, Semen or Embryos</li> <li>• Insurances or Bonding Expenses</li> <li>• Fuel</li> <li>• Non-permanent root stock or nursery stock (e.g. Christmas trees, annual bedding plants, container plants etc.)</li> <li>• Refinance Debt, Taxes, Penalties or Fines</li> <li>• Bank Charges and/or Loan Fees</li> </ul>

Applicants should note that all clarifications must be resolved prior to the submission of an application. Costs incurred prior to the notification of award of funding will not be reimbursed, with the exception of 2022 Cropping inputs.

### **Environmental impact considerations:**

Proposed projects must not contribute directly in any obvious manner to environmental degradation of natural resources present on the farm as determined by the review committee.

### **AWARDS**

- Only one award will be given per farm operation for the duration of the program.
- All applications will be reviewed for eligibility and completeness.
- All applications will be reviewed and scored by a committee facilitated by Cornell Cooperative Extension Delaware County.
- Preference will be given first to applicants who were ineligible to apply for the Southern Tier Agricultural Enhancement Program, and secondly, those that were eligible but did not receive an award.
- Cornell Cooperative Extension Delaware County reserves the right to rescind its approval of the proposal if deemed necessary (e.g., failure to return required documentations)
- Eligible applications will continue to be funded until the funding is exhausted.
- In the event there are not sufficient funds available to cover the amount requested in an application, the applicant may be contacted to determine if the project can be completed with partial funding.
- Once an application has been selected for funding, Cornell Cooperative Extension Delaware County will notify the applicant and send a contract for the applicant to accept the terms of funding the project.

### **CONTRACTS**

- A funding agreement/contract will be developed and executed between the applicant and Cornell Cooperative Extension Delaware County.
- All payments will be issued as identified in the executed funding agreement.
- All awardees must maintain the following insurance
  - Workers Compensation insurance as required by law,
  - Commercial General Liability insurance in an amount of no less than \$1,000,000 per Occurrence.
- Payment by successful applicants shall be rendered by paper check.
- Successful applicants must provide progress and final reporting documentation and such other information as Cornell Cooperative Extension may deem necessary.
- Successful applicants must provide receipts and back-up documentation to account for all funds received.

## **Reservations**

Cornell Cooperative Extension Delaware County reserves the right to:

- reject any or all proposals received with respect to this RFA;
- disqualify any applicant whose conduct and/or proposal fails to conform to the requirements of the RFA;
- request from an applicant additional information as deemed necessary to more fully evaluate its proposal;
- amend the program's requirements after their release, with appropriate written or email notice to all potential applicants;
- waive any requirements that are not material.
- waive or modify minor irregularities in proposals received after prior notification and concurrence of the applicant;
- monitor the progress of a project
- seek clarifications and revisions of proposals;
- select only certain portions of proposals for funding;
- negotiate the terms of any agreement proposed by the applicant;
- modify the reporting requirements during the course of the project;
- negotiate the terms of the budget;
- make an award under the RFA in whole or part;
- make all final decisions with respect to the amount of funding and the timing of payments to be provided to an applicant;
- to conduct follow-up evaluations of funded projects in order to determine long-term impacts.

All proposals submitted in response to this Request for Applications will become the property of the Cornell Cooperative Extension Delaware County.