



Water Quality Grants Program: Application

SECTION A: APPLICANT AND FARM INFORMATION

Contact Name: _____

Farm Name: _____

Mailing address: _____

Town: _____, VT Zip: _____ Email: _____

Farm Location (i.e. Street & Town, if different from mailing address): _____

Telephone: _____ Website: _____

Have you participated in the Vermont Farm & Forest Viability Program before? YES ___ NO ___

If yes, when and who was your business advisor? _____

Is any of your land conserved? YES ___ NO ___

Is your farm a: ___SFO ___certified SFO ___MFO ___LFO

Please provide financial information for Jan 1, 2016-Dec 31, 2016.

Net worth (as of Dec 31, 2016, or from most recent balance sheet) \$ _____

Gross farm income: \$ _____ Net farm income: \$ _____ Gross payroll: \$ _____

Please give current numbers of:

Family FTEs (full time equivalent, including self) _____

Non-family FTEs _____

Total FTEs _____

Acres Owned _____

Acres Leased _____

Acres in crop production _____

Acres in pasture _____

Linear feet along waterways _____

For non-dairy farms: Number of animals:

Cows _____

Hogs _____

Poultry _____

Other _____

For dairy farms:

Animals milked daily _____

Animal Type(s) – cow, goat, sheep, other _____

Total herd number _____

Rolling herd average - annual _____

Pounds milk shipped per year _____

Average cull rate _____

Somatic cell count _____



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SECTION B: GRANT REQUEST

Please provide a Project Title and brief description, and how much funding you are requesting. See application instructions for directions on eligible uses of funds and matching funds.

Project Title: _____

Project Description (1-3 sentences):

Grant Funding Request: \$ _____

Match Funding Amount: \$ _____

Total Project Cost: \$ _____

Sharing your application: Can we forward your application to other funders, such as USDA NRCS or the Vermont Agency of Agriculture, if they have applicable funding available?

Yes _____ No _____

CONFIDENTIALITY

By submitting your application materials, you agree to allow your business plan and application materials to be read by members of the Review Committee and by staff of the Vermont Farm & Forest Viability Program in accordance with our program's Confidentiality Policy. No other persons will have access to your application, and all copies will be collected for safekeeping following the meeting of the Review Committee.

Signatures: The information provided in this application and all attachments is true to the best of my (our) knowledge. I/We agree to allow the above-mentioned committee and staff members to read our application.

Signature(s) _____

Date _____

SECTION C: NARRATIVE QUESTIONS

Answers must be typed.

FARM QUESTIONS: The following questions will help us get a sense of your farm operation. The next section asks questions about your project.

1. Overview of Farm Business (500 word maximum)

Please provide a narrative description of your farm business, including:

- Your major goals for the farm, both short-term and long-term
- Brief farm history

2. Overview of Farm Production (750 word maximum)

- Brief overview of farm production:
 - Herd size;
 - Field practices;
 - Pasture management (i.e. management intensive grazing, continuous grazing, etc.)
 - Volume of milk produced and milk sales;
 - Other on-farm products;
 - Production practices;
 - Acreage used;
 - Brief narrative about surface waters, if any, on the farm.
- List of farm owners/management team and their areas of responsibility

3. List of Business Ideas and Strategies (350 word maximum)

Description of the actions you plan to take to maintain, improve, or grow your business and the timeline associated with them. If you have done a SWOT analysis, please list the top 2-3 Strengths, Weaknesses, Opportunities and Threats to the business.

Optional: If you have completed a business plan, please attach it to this application.

PROJECT QUESTIONS:

1. Proposed Project Description (500 word maximum)

Please describe the proposed project you are applying for, how it relates to water quality, and how it fits in with long-term plans for your business.

2. Water Quality Project Outcomes, Benefits, and Impacts (500 word maximum)

Please describe how the project will impact water quality. Where possible, please include concrete numbers for how the project will improve water quality. For example: "Barnyard runoff is estimated to decrease by x%."

3. Other Project Outcomes, Benefits and Impacts (500 word maximum)

Please describe the non-water quality outcomes that you expect from this project. How will it benefit your farm, your family, your community, and overall farm viability?

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4. Need for a Water Quality Grant (250 word maximum)

Why do you need to do this project? Please describe what would happen if you don't receive this grant. Would you be able to complete this project? Would the project happen more slowly, in a less desirable fashion, or with a lower potential for success?

5. Project Timeline (250 word maximum)

Please provide an estimated timeline for the project.

6. Compliance with Regulations (250 word maximum)

If the purpose of this project is to help you comply with state water quality regulations, please explain how the project will help you meet regulations. If not, you do not need to answer this question.

7. State, Federal, or Other Funding (250 word maximum)

Please list any other applications upon which your project is contingent (i.e., other grants or bank loans). Are there any state or federal grants your project is using or would be eligible for, such as the Vermont Agency of Agriculture's Best Management Practices funding or Natural Resources Conservation Service's Environmental Quality Incentive Program (EQIP) funds? If so, have you talked with any staff at those organizations, or other technical assistance providers such as the Association of Conservation Districts, about your project?

8. State Best Management Practices Funding (250 word maximum)

The Vermont Agency of Agriculture, Food, and Markets' Best Management Practices (BMP) program requires farmer recipients to contribute a minimum of 10% of project funds. VHCB may award Water Quality Grants to help cover the 10% under the circumstances described in the application instructions. If you are receiving state BMP funds for this project and you cannot contribute 10% of project funds, please explain.

9. Contingencies and Permits (250 word maximum)

Please list any federal, state, or local permits or approvals that will be necessary for you to implement this project, and the status of these applications or processes. If your farm is conserved, please confirm that the proposed project does not conflict with the terms of the conservation easement.

SECTION D: BUDGET SHEET

Eligible projects include: **construction projects, renovation projects, long-term infrastructure improvements, and in some cases equipment.** All projects must directly impact water quality, and must be for long-term investments rather than annual practices or improvements with a short life span. For more information on eligibility, see page 2 of the application instructions.

Please show estimated amounts for the proposed project. Fill in as many lines as are appropriate.

- The 1st column of the budget should describe the cost category and exactly what you will use the funds for.
- The 2nd column should show how much grant funding you are requesting.
- The 3rd and 4th columns identify matching funds, such as savings, loans, grants, your labor on this project, etc.

EXAMPLE: barn improvement

Cost Category and Description	Water Quality Grant Funds	Match Funds	Match Source	Project Total
Labor: Contractor – \$15,000	\$15,000			\$15,000
Materials & Supplies: Building materials & supplies - \$15,000	\$5,000	\$10,000	Farm savings	\$15,000
Equipment:				
Other:				
Total	\$20,000	\$10,000		\$30,000

YOUR PROJECT EXPENSES:

Cost Category and Description	Requested Water Quality Grant Funds	Match Funds	Match Source	Project Total
Labor:				
Materials & Supplies:				
Equipment:				
Other:				
Total:				

SECTION E: ATTACHMENTS

1. FINANCIAL STATEMENTS - *REQUIRED*

Financial Statements: Please do not submit tax returns unless you do not track your income and expenses any other way. If you need to submit tax returns, please black out your social security or EIN number.

a. Current Balance Sheet: a snap-shot of financial condition showing assets and liabilities

REQUIRED: 2016 year-end or current balance sheet

OPTIONAL: any previous year's balance sheets

b. Historical Income Statement: a listing of farm income and farm expenses (also known as Profit & Loss)

REQUIRED: 2016 income statement

OPTIONAL: any previous year's income statements

c. Projection or budget for 2017 and 2018: typical cash-based projections of income and expenses for 1-3 years or more. Should take into account income and expenses that affect cash available. Any projections beyond 2018 are optional.

REQUIRED: cash-flow projection for remainder of 2017 and 2018

OPTIONAL: cash-flow projections for beyond 2018

2. MAP - *REQUIRED*

Please provide a map of your farm operation. At least one map is required. This map should show on-farm surface waters. If providing a map is not possible, please contact us to discuss alternatives.

3. PHOTOS - *OPTIONAL*

Include up to five photos to show the issue you are addressing or the solution you plan to implement with this project.

4. LETTERS OF SUPPORT – *REQUIRED IN SOME CASES*

If you are receiving funds from NRCS or the Vermont Agency of Agriculture, please attach a letter or email confirming that these funds have been secured.

If your project is designed to fix a water quality problem or a regulatory issue, it will be very helpful to have a letter of support from any technical advisor or state employee who is helping you address the problem.