

**NYS Agricultural and Community
Recovery Fund (ACRF)
- Capital On Farm Needs Component -**



State of New York
Andrew M. Cuomo, Governor

NYS Department of Agriculture and Markets
Darrel J. Aubertine, Commissioner

**NYS Agricultural and Community Recovery Fund (ACRF)
- Capital On Farm Needs Component -**

On September 3, 2011 Governor Andrew M. Cuomo announced the creation of a \$15 million Agricultural and Community Recovery Fund (ACRF) to help rebuild the agricultural industry and farming areas impacted by Hurricane Irene or Tropical Storm Lee.

The Capital On Farm Needs Component of the ACRF is a coordinated effort by the NYS Department of Agriculture and Markets (NYSDAM), NYS Homes and Community Renewal (NYSHCR) and the NYS Empire State Development (NYSESD) to provide emergency funding to help with on farm capital needs incurred as a result of damage by natural disasters.

FUND ADMINISTRATION

ACRF Capital On Farm Needs Component is administered by NYSDAM in coordination with NYSHCR and NYSESD. Under the Capital On Farm Needs Component, farms located in the following counties may be eligible to receive funding subject to the availability of funds: Albany, Broome, Chenango, Chemung, Clinton, Columbia, Delaware, Dutchess, Essex, Greene, Herkimer, Montgomery, Nassau, Oneida, Orange, Otsego, Putnam, Rensselaer, Rockland, Saratoga, Schenectady, Schoharie, Suffolk, Sullivan, Tioga, Ulster, Warren, Washington, and Westchester.

Applicants in Orange, Dutchess or Suffolk Counties may be required to submit additional information to Empire State Development.

SUBMISSION REQUIREMENTS

Applications must be **RECEIVED** by 4:00 p.m. **Monday April 2, 2012:**

NYS Department of Agriculture and Markets
10-B Airline Drive
Albany, NY 12235
Attn. Lucy Roberson, Director, Fiscal Management
NYS Agricultural and Community Recovery Fund (ACRF)
- Capital On Farm Needs Component -

NOTE: APPLICATIONS RECEIVED BY FAX OR EMAIL WILL NOT BE ACCEPTED. APPLICATIONS RECEIVED AFTER APRIL 2, 2012 WILL NOT BE ELIGIBLE TO RECEIVE ACRF FUNDING.

Programmatic Questions should be directed to:

Steve McGrattan
518-457-7836
Steve.McGrattan@agriculture.ny.gov

ELIGIBILITY REQUIREMENTS

Eligible Farms

Farm operations as defined in Article 25AA of the Agriculture and Markets Law are eligible to apply for funding.

Eligible Costs

Eligible costs for on-farm capital projects include, but are not limited to the following

- Bulk tanks and storage bins
- Hoop houses, high tunnels
- Equipment and fixtures
- Structural supports for orchards and vineyards
- Root stock for orchards and vineyards
- Certain farm product inventory including but not limited to lost or destroyed seed, fertilizer, pesticides, etc.

Ineligible Costs

In-eligible costs include on-farm capital projects including, but not limited to the following

- Costs covered by other local, state, or federal programs, utility companies, third party private assistance or insurance proceeds received by eligible entity.
- Repair or replacement of tractor, farm implement or other rolling stock.
- Repairs to non-farm structures or equipment (i.e. farmhouses or personal property)
- Any structural repairs to permanent buildings or facilities. – Structural repairs are eligible for funding under the NYS Empire State Development Flood Recovery Grant Program <http://www.esd.ny.gov/BusinessPrograms/FloodRecovery.html>
Call NYS-ESD at 518-292-5340 for further information. Information can also be obtained by emailing floodrecovery@esd.ny.gov The deadline for the application is March 16, 2012.

Required Documentation

Eligible farm operations will be required to submit the following documentation with the application for funding:

- Documentation that eligible items were lost as a result of the storms and flooding.
- Documentation of costs estimates for repair or replacement if eligible item(s) has not yet been repaired or replaced prior to the application submission.
- Documentation, including receipts and paid invoices, of repair or replacement if repair or replacement occurred prior to the submission of the application.

NYSDAM and/or ESD may require additional or alternative documentation as deemed necessary.

Eligible Time Period

Eligible loss must have occurred as a result of catastrophic weather and flooding events caused by Hurricane Irene or Tropical Storm Lee.

Amount of Funding and Form of Assistance

Funding provided to the eligible farm operation will be in the form of a grant for 50% of the eligible cost up to a maximum of \$20,000.

Farmers - Other Requirements

The State of New York reserves the right to conduct an audit of funded projects. Awardees' financial records relating to the performance of the project shall be maintained for no less than six (6) years after the completion of the project.

Farmers receiving awards under this program will be able to return funds to the state if the farmer determines that funding from another state or federal program is more advantageous and the acceptance of disaster recovery funds under this program would otherwise make the farmer ineligible for funds from other sources.

Farmers receiving awards under this program will be required to provide demographic information which includes, but is not limited to the following:

- Family income
- Race and ethnicity
- Disability status
- Elderly status
- Female head of household status
- DUNS #

The above information will be used for reporting information to the funding entities, but the specific information by farm will be retained by the County and will remain confidential.

AWARDING OF FUNDS – PROCESS

Calculation:

Awards will be based on a prorated formula according to demonstrated need and availability of funding.

Process: Albany, Broome, Chenango, Chemung, Clinton, Columbia, Delaware, Essex, Greene, Herkimer, Montgomery, Oneida, Otsego, Putnam, Rensselaer, Saratoga, Schenectady, Schoharie, Sullivan, Tioga, Ulster, Warren, and Washington.

- 1) The NYSDAM will approve farmer applications and determine amount of funding awarded per farmer and total amount of funding available to respective county. This information will be provided to the county by NYSHCR for inclusion in their CDBG application to the agency.
- 2) The eligible county will then submit an application to NYSHCR. Awards will be made to the eligible counties as applications are received. Recipients of the Capital On Farm

- Needs Program are obligated to meet specific funding requirements. Costs for eligible expenditures must be incurred prior to the disbursement of funds from the NYSHCR to the county.
- 3) The NYSHCR awards and distributes funding to the eligible County.
 - 4) The county distributes funding as a grant to farmer against his/her invoiced or incurred expenses as received by the NYSDAM.

Process: Orange, Dutchess, Rockland, Westchester, Nassau and Suffolk Counties

- 1) The NYSDAM will receive farmer applications and forward to ESD.
- 2) ESD will determine if farm applications are complete and request additional information if necessary.
- 3) ESD will approve farm applications and determine the amount of funding awarded.
- 4) ESD will notify farm and determine method of payment

Agricultural and Community Recovery Fund –
ON-FARM CAPITAL APPLICATION

(Please Print Legibly or Type)

County: _____ Town or Village: _____ Date: _____

Farm Information

| | | | |
|---|---|-----------|---|
| Farm Name (Legal name of Farm) | | | |
| Owner's Name | | | |
| Operator's Name | | | |
| Owner's Address | | ZIP+ 4 | |
| Mailing Address, if different from above | | | <input type="checkbox"/> Business <input type="checkbox"/> Residence |
| Contact Person Name | | | |
| Contact Person Telephone Number | () | Fax | () |
| Contact Person E-mail Address | | | |
| Federal Employer Identification Number | | | |
| Business Certification | <input type="checkbox"/> Minority-owned Business <input type="checkbox"/> Neither <input type="checkbox"/> Woman-owned Business <input type="checkbox"/> Both | | |
| Business Structure/Ownership | <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Self-Proprietorship <input type="checkbox"/> Other (explain): | | |
| Number of Employees | Full Time _____ Part Time _____ Seasonal/Migrant _____ | | |
| NYS Real Property Tax ID | | | |
| Duns Number | | | |
| Brief Description of Operation (including type of farm operation, acres in production, crops grown, number of animals, etc.) | | | |

Check all boxes that describe the farm operation

- Field Crop Fruit Vegetables Maple Aquaculture Apiary
 Christmas Tree Horticulture Vineyard Horse Boarding / Equine
 Other - define _____

- Livestock and Livestock Products (check all that apply)
 Dairy Eggs Cattle Sheep Goats Hogs
 Poultry Horses Ratites Wool/fiber bearing
 Other – define _____

Check the boxes that indicate the project type for which funding is requested:

Structural repair or replacement of permanent buildings is not eligible.

Repair or replacement of tractors, farm implements or other rolling stock is not eligible.

- Bulk tank Storage Bins Hoop house / high tunnel Equipment and fixtures
 Structural supports orchards and vineyards Root stock orchards and vineyards
 Farm product inventory –
 describe _____

- Other, describe _____

On Farm Capital Project Information

To be eligible damage or loss must be a result of the catastrophic weather and flooding events cause by Hurricane and tropical Storm Lee beginning on August 28, 2011 for which funding is requested.

Please complete the form below and attach additional sheets as necessary.

STEP 1 -- Description of Loss:

Please provide a detailed list of eligible flood-related losses and the dollar value of each loss. List items in table and attach additional sheets, if necessary.

Attach documentation supporting the total losses claimed.

| Brief Description of Asset that was Damaged/Lost | How was Loss Value Determined | Dollar Value of Loss |
|--|-------------------------------|----------------------|
| Example: 2,000 gallon stainless steel milk bulk tank | Insurance Adjuster | \$30,000 |
| | | \$ |
| | | \$ |
| | | \$ |
| | | \$ |
| | | \$ |
| Total Eligible Loss | | \$ |

STEP 2 – Description of Repair or Replacement:

Provide a detailed list of repairs or replacement costs for all eligible flood-related losses and the dollar value of the repair or replacement costs.

Attach documentation supporting the total losses claimed.

| Brief Description of Replacement or Repair | Replacement or Repair | Has Repair or Replacement occurred prior to submission of application? Yes or No | Dollar Value of Replacement or Repair |
|---|-----------------------|--|---------------------------------------|
| Example: 2,000 gallon stainless steel milk bulk tank | Replace | Yes | \$50,000 |
| | | | \$ |
| | | | \$ |
| | | | \$ |
| | | | \$ |
| | | | \$ |
| Total Cost of Replacement or Repair (enter this Total in STEP 4, Line A) | | | \$ |

STEP 3 – Total Compensation Received:

List all **insurance claims, grant assistance and disaster related loans** you have received or applied for from local, state, or federal programs, utility companies, third party private assistance or insurance related to the Eligible Loss as listed above.

Attach documentation supporting the amount of assistance received toward the Eligible Loss.

| Name of Compensation Source –list loan(s) on bottom | Grant or Claim Amount | Grant or Claim Amount Approved |
|--|-----------------------|--------------------------------|
| | \$ | \$ |
| | \$ | \$ |
| | \$ | \$ |
| | \$ | \$ |
| Total Compensation (enter this Total in STEP 4, Line B) | | \$ |
| Loan Source(s) | Loan Amount | |
| | | |
| | | |
| Total Loans | | |

STEP 4 -- Net Eligible Replacement or Repair Reimbursement:

Complete this worksheet to calculate Net Eligible Replacement or Repair Reimbursement.

| | | |
|---|--|----|
| A | Total Eligible Replacement or Repair Cost (Total from STEP 2 above) | \$ |
| B | Total Compensation Received (Total from STEP 3 above) | \$ |
| C | Net Eligible Replacement or Repair Cost (Subtract Line B from A). | \$ |

In the event the applicant receives insurance payments and/or additional grants or assistance for any Eligible Loss that has been reimbursed with Program assistance, the applicant shall immediately notify the State and repay the Program assistance proceeds corresponding to the reimbursement.

Awards will be based on a prorated formula according to demonstrated need and availability of funding.

Required Documentation:

Eligible farm operations must attach the following documentation to the application for funding:

- Documentation that eligible items were lost or damaged as a result of the storms and flooding.
- Documentation of the value of items that were lost or damaged.
- Documentation, including receipts and paid invoices, of repair or replacement if repair or replacement occurred prior to the submission of the application.
- Documentation of costs estimates for repair or replacement if eligible item(s) have not yet been repaired or replaced prior to the application submission.

NYSDAM and/or ESD may require additional or alternative documentation as deemed necessary.

Certification:

The following certification must be completed by the owner of the farm operation as stated above.

I certify that the information provided in this application/document is complete, true, and correct. I understand that providing false information is a basis for revocation of my grant award. I further understand that offering a false instrument for filing is a first degree class E felony under the New York State Penal Law.

Please Print Name

Signature

Day, Month, Year

Sworn to before me this
day of , 2012.

NOTARY PUBLIC

The State of New York reserves the right to audit all financial information and documentation related to this application that results in an award of funding for a period of six (6) years.