

**Farm Diversification Grant**

The Oklahoma Agriculture Enhancement and Diversification Program (AEDP) offers the opportunity to apply for a Farm Diversification Grant. Grants are available to anyone who is currently involved in farming, ranching or agritourism and would like to diversify their farming operation or agritourism venture. Projects must be for non-traditional crops, non-traditional livestock, on-farm processing of agricultural commodities or agritourism ventures.

Proposals must show the potential to create additional income for the farm unit as well as demonstrate a well-researched plan for production and marketing which includes exploration and research of possible markets for the product and probable income must be projected. A sound business plan must show potential profits from diversifying. Applications for growing or any other aspect of marijuana will not be eligible for funding.

Applicants may get help in completing the application and must receive an endorsement from individuals who are professionals/specialists in the field the applicant is applying for. These advisors must be willing to assist the applicant in fulfilling the project and have reviewed the application and be willing to answer questions if contacted about the application. Advisors may be associated with but not limited to:

Extension Educators

Vo Ag Teachers

Kerr Center

Noble Foundation

University faculty or staff

Adult Farm Management Instructors

Agricultural Loan Officers

Grants are available at the following levels:

|  |  |
| --- | --- |
| $2,500 or less | No match required |
| $2,501 - $5,000 | 25% match required, can be dollar-for-dollar or in-kind match |
| $5,001 - $10,000 | A dollar-for-dollar cash match |

Each application will be considered on an individual basis and its own merits. All applications that exceed $5,000.00 in funding will have a maximum fifteen (15) minute oral presentation to the selection committee.

Upon approval of the application by the AEDP selection committee and the State Board of Agriculture, a contractual agreement between the applicant and the Oklahoma Department of Agriculture, Food & Forestry (ODAFF) will be entered into and may not exceed 1 year in length. Payments will be disbursed in three (3) divisible increments based upon properly submitted invoices, compliance with the Oklahoma Agriculture Enhancement and Diversification Act and furnishing complete and comprehensive reports.

For additional information please contact Jason Harvey at (405) 606-1477.

**Farm Diversification Grant Application**

Grant funds requested $ Enter dollar amount of grant funds requested

Overall Cost of Project: $ Enter total cost of project

**APPLICANT INFORMATION**

Full Name: Enter First Name Last Name Middle Initial

Age at time of submission Enter age

Mailing Address: Street/ PO Box City State Zip code

Phone numbers: primary contact number additional contact number

Email Address: Enter Email address

Agricultural information

Location of ag operation Enter Town Enter County County

How long have you owned the operation for which this project will impact?

☐ Have not bought or leased yet ☐ Less than 1 year

☐ 2-5 years ☐ 6-9 years

☐ 10 or more years

Total acreage of your operation enter acres leased/rented Enter acres owned

Do you consider your agricultural operation to be: ☐ Full time ☐Part time

Tax Exempt or FSA Farm # enter number

Number of years farming / ranching enter number

Are you a registered Agritourism producer with ODAFF:  YES  NO

Number of years in agritourism enter number

# This Agricultural Enterprise is a:

Sole Proprietorship  Partnership  Co-operative

Domestic Limited Liability Company  Other( Specify )

Please provide the following information for all categories other than sole proprietors.

Name % Ownership

1) Enter Full Name Enter Percent Value

2) Enter Full Name Enter Percent Value

3) Enter Full Name Enter Percent Value

4) Enter Full Name Enter Percent Value

Project type: (check all that apply)

☐ Aquaculture ☐ Bees ☐ Horticulture List/Describe (ex. cut flowers)

☐ Viticulture ☐ Dairy ☐ Crop List/Describe (ex. soybeans)

☐ Livestock List/Describe (ex. cattle) ☐ Agritourism List/Describe (ex. pumpkin patch)

Will your project create new employment? ☐ Yes ☐ NO

If so, please provide estimate of how many new jobs       full-time       Part-time       Seasonal

Have you received grant funding before:  YES  NO *(If yes complete next 3 questions)*

Funding Entity (USDA-NRCS, ODAFF, SARE) Enter Name

Dollar amount(s) $ Enter total cost of project

What year and type of grant did you receive and give a description of what was accomplished?

**Advisor information**

*Applicants must receive a letter of endorsement from an agricultural specialist (refer to the list on the cover sheet of this application form) indicating that they have reviewed the proposal and agree the business plan is sound and they are willing to provide technical assistance for this project*

Name Enter First Name Last Name Occupation Enter Occupation

Address: Street City State Zip code

Phone number: primary contact number

Email Address: Enter Email address

**PROJECT DESCRIPTION**

1. Please give a detailed description of your current operation. (what ag commodities you are currently growing/raising, total acreage of operation with breakdown of each commodity, how products are marketed, type of agritourism business)
2. What is your proposed project? Describe in detail how this funding will be used to help you diversify your operation. (What you plan to do, size and scope of project, potential income generated from project)
3. How will you produce these products?
4. What is your marketing strategy for this project? (Who is your target market, how and where will you sell the products, discuss market potential, competition, marketing area, etc.)?
5. What are the critical risks or challenges that could possibly occur and how will you respond?
6. What goals do you hope to achieve with this specific project? (additional income, expand your clientele, more products to market, add employees, etc.)

**PROJECT TIMELINE**

Please attach a detailed timeline for the project. (Insert additional rows if needed)

|  |  |
| --- | --- |
| **Project Activity:** Describe the activities that are necessary to complete project. | **When will the activity be accomplished?** Include a timeline that indicates when each activity will occur (at least month and year) |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

# Budget

Annualized Total Project Budget (You may include a project budget for additional years)

Please complete the following budget indicating all the projected expenses and incomes for the first year of the project.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Expenses | |  | Income | |
| List expenses i.e. seed, feed, fertilizer, inventory, building materials, machinery rental, marketing cost, etc. | |  | List sales of farm or agritourism production | |
|  | $ |  |  | $ |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Total Expenses | $ |  | Total Income | $ |

**GRANT PROJECT BUDGET**

|  |  |  |
| --- | --- | --- |
| **Budget Summary** | | |
| **Expense Category** | **Funds Requested** | **Matching Funds** |
| Equipment Rental/Lease | $ | $ |
| Seeds/Plants/Trees | $ | $ |
| Supplies | $ | $ |
| Feed | $ | $ |
| Chemicals | $ | $ |
| Fertilizer | $ | $ |
| Irrigation | $ | $ |
| Specialized equipment | $ | $ |
| Other (list) | $ | $ |
| Other (list) | $ | $ |
| Contractual labor (plumbing, electrical, welder, etc.) | $ | $ |
| Other | $ | $ |
|  |  |  |
| Total Cost | $ | $ |

**BUDGET JUSTIFICATION**

Provide detail information about what is included in each of the budget categories listed above. Justifications are required to explain these expenses and show why they are necessary for this project.

Equipment Rental/lease – Describe the equipment to be rented, length of the rental/lease and cost.

SEEDS/PLANTS/TREES – Describe the variety, quantity and cost of seeds, plants or trees that you will purchase.

SUPPLIES – Provide an itemized list of all supplies needed and describe the purpose of each supply, number/units of each supply, cost per unit and overall cost of purchase.

Contractual labor – *Provide a list of contractors, detailing out their name, hourly/flat rate, services they will be providing, and overall cost of the services performed.*

other – List and provide detailed information for items such as number of items to be purchased, cost per unit and total cost along with a description on the intended use.

**SUBMISION INSTRUCTIONS**

1. Applications, including all supplements, should be limited to twenty (20) pages. Promotional materials or unrelated materials are discouraged.
2. A copy of the proposal must be emailed to [Jason.harvey@ag.ok.gov](mailto:Jason.harvey@ag.ok.gov) .

**CONCLUSION**

By affixing their signature(s) to this application, the applicant(s) certify that they have read and understand the Guidelines governing award of these grants and agree to all conditions set forth therein and that all information contained in this application package is true to the best of the applicant’s knowledge, information and belief.

The Oklahoma Department of Agriculture Food & Forestry (ODAFF) reserves the right to modify or terminate any subsequent agreements with applicant if, at a future date the ODAFF becomes aware of material misrepresentation(s) contained in this application.

Name (type or print:

Signature:

Title:

Date: