



# TEXAS DEPARTMENT OF AGRICULTURE

## Texas Agricultural Finance Authority Young Farmer Grant Program

*RECEIPT DEADLINE: TUESDAY, MARCH 10, 2015*

LATE OR INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

### Application Checklist

**Note:** Interested parties should complete and submit an electronic application. However, the Texas Agricultural Finance Authority (TAFA) will consider paper submissions so long as all information is legible. Additional pages (typed or handwritten) may be attached to fully answer all application questions.

#### **REQUIRED:**

- Application Form GTBD-108.
- Copy of Applicant's Texas Driver's License or other form of identification (U.S. Passport, State of Texas I.D., or birth certificate).
- IRS Form Schedule F to verify farm income from most recent tax return
- Lender commitment letter, if a loan is used to fund your proposed project

**Recommended, but not required:** The following items may be attached to the application. Please check if attached:

- Letter(s) of recommendation or mentor letter(s) confirming the relationship (only for applicants with 5 or less years of experience).
- Business plan for proposed project (Please limit to no more than 2 pages)
- Any contract or letter of intent relied upon in connection with your proposed project

THIS APPLICATION AND ALL SUPPORTING DOCUMENTATION MAY BE SUBJECT TO DISCLOSURE UNDER THE TEXAS PUBLIC INFORMATION ACT (TPIA). PLEASE IDENTIFY ON YOUR APPLICATION OR ATTACHMENTS ALL INFORMATION YOU CONTEND IS PROPRIETARY, CONFIDENTIAL, PRIVILEGED OR OTHERWISE EXEMPT FROM DISCLOSURE UNDER THE TPIA. WITH FEW EXCEPTIONS, YOU HAVE THE RIGHT TO REQUEST AND BE INFORMED ABOUT THE INFORMATION THAT THE STATE OF TEXAS COLLECTS ABOUT YOU. YOU ARE ENTITLED TO RECEIVE AND REVIEW THE INFORMATION UPON REQUEST. YOU ALSO HAVE THE RIGHT TO ASK THE STATE AGENCY TO CORRECT ANY INFORMATION THAT IS DETERMINED TO BE INCORRECT. (REFERENCE: GOVERNMENT CODE, SECTIONS 552.021, 552.023, AND 559.004.)

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Physical Address: 1700 N. Congress Avenue, Austin, Texas 78701  
Voice (512) 463-6908 ♦ Fax (888) 223-9048  
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TEXAS DEPARTMENT OF AGRICULTURE  
 Texas Agricultural Finance Authority  
 Young Farmer Grant Program  
 Applicant General Information & Certification

[FOR TDA USE ONLY]

File No. \_\_\_\_\_

Rec date: \_\_\_\_\_

GTBD-108

Grant Applicant Contact Information

Full Name: \_\_\_\_\_  
First Last

Mr.  Dr.  
 Ms.  Other \_\_\_\_\_ Age as of 6/1/2015

Email Address: \_\_\_\_\_

Phone: (\_\_\_\_) - \_\_\_\_\_ Ext. \_\_\_\_\_ Alt #:(\_\_\_\_) - \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street Address County

\_\_\_\_\_  
City State Zip Code

Physical Address: \_\_\_\_\_  
Street Address County

\_\_\_\_\_  
City State Zip Code

Grant Application Certifications

By signing below, Applicant:

- (1) Certifies all information provided in connection with this application is true and correct to the best of Applicant's knowledge;
- (2) Acknowledges any misrepresentation or false statement made by Applicant, or an authorized agent of Applicant, in connection with this application, whether intentional or not, will constitute grounds for denial of this application;
- (3) Acknowledges acceptance of funds in connection with this application acts as an acceptance of the authority of TDA and the State Auditor's Office (SAO) or any successor agency to conduct an investigation in connection with those funds, and Applicant further agrees to cooperate fully with TDA and/or SAO or its successor in the conduct of the audit or investigation, including allowing TDA and/or SAO to inspect Applicant's premises and providing all records requested;
- (4) Acknowledges this application and any payments owed to Applicant in connection with this application may be reduced or denied because of Applicant's owing any debt to the State of Texas, and if Applicant is an individual, that this application and any payments owed to Applicant in connection with this application may be denied because of delinquency in payment of a guarantee student loan and for failure to pay child support; and
- (5) By submission of this application, Applicant acknowledges as a condition of receipt of grant funds under this program the Applicant will be required to execute a grant agreement with the Texas Department of Agriculture, and further acknowledges that failure to timely execute the grant agreement will result in withdrawal of any grant funds awarded, and those funds will be redistributed to other qualified applicants in accordance with state law and TDA rules.

Applicant further certifies that:

- (1) Certifies that Applicant does not and will not knowingly employ an undocumented worker who, at the time of employment, is not lawfully admitted for permanent residence to the United States or authorized under law to be employed in that manner in the United States. Applicant understands that if, after receiving a grant, Applicant is convicted of a violation under 8 U.S.C. Section 1324a(f), Applicant shall repay the amount of the grant with interest, at the rate and according to the other terms provided by an agreement under Section 2264.053 of the Texas Government Code, not later than the 120th day after the date of the public agency, state or local taxing jurisdiction, or economic development corporation notifies Applicant of the violation;
- (2) Certifies that no state or federal tax liens have been filed against Applicant or Applicant's property; and
- (3) Certifies that Applicant has not been convicted of any felony or a misdemeanor involving moral turpitude.
- (4) Acknowledges that pursuant to the Texas Uniform Grant Management Standards (UGMS), if applicant fails to comply with any condition, provision, or term of an award made as a result of this application, applicant may have to make a partial or total repayment of such award.
- (5) Applicant authorizes TDA to review, verify and authenticate all information provided in this application.
- (6) Applicant understands TDA may request further documentation supporting this application, including contacting other agencies, organizations, facilities or third parties to verify data provided by an Applicant from the records of such agencies, organizations, facilities or third parties.

**Notice of Penalties:** The penalty for knowingly making false statements or false entries, or attempts to secure money through fraudulent means, may include fines and/or incarceration and/or forfeiture of funds under applicable state law.

X \_\_\_\_\_  
 Authorized Official Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
 Date



# Texas Agricultural Finance Authority Young Farmer Grant Program Project Description

## GTBD-108

### Section A. Applicant Information

An applicant must live and operate in the State of Texas: Section 58.091(a) Texas Agriculture Code

Location of agricultural operation: \_\_\_\_\_, Texas \_\_\_\_\_  
City Texas County

How long have you owned or controlled the current operation? (check one)

- 0-5 years (Complete Section C, 2.C)
 6-9 years
  10 or more years

Do you consider your agricultural operation to be fulltime or part time occupation? (Check one)

- Full-time
  Moving to full-time within next three years
  Part-time

Check the level of gross agricultural income based on previous year Schedule F tax form. (check one)

- \$0
  \$1-\$50,000
  \$50,001-\$150,000
  \$150,001-\$250,000
  \$250,001-\$350,000
  Over \$350,000

### Financial Information

Schedule F for Farm Income

- Schedule F for Farm Income is attached.
  I did not file a Schedule F. Provide reason: \_\_\_\_\_

Please state your Adjusted Gross Income (AGI) from Line 37 of the IRS 1040 Form from most recent U.S. tax return (This is required information):

Amount: \$ \_\_\_\_\_ Tax Return Year: \_\_\_\_\_ State your principal occupation \_\_\_\_\_

### Young Farmer Application History

Have you ever applied for a TAFE young farmer grant or other TAFE program?  Yes\*  No

If yes, please indicate the years you applied. \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

Have you ever received a TAFE young farmer grant or other TAFE program?  Yes\*  No

If yes, please indicate the years you received a grant. \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**Section B. Education or Experience**

Please describe any relevant education (i.e. identify degree program, college or university and year of graduation) or other formal agricultural-related training that provided certification.

- High School
- Some college, no degree
- Certifications, name each \_\_\_\_\_
- Advanced degree, identify degree program \_\_\_\_\_  
Example: Masters of Science, Agriculture Economics
- College degree, identify degree program \_\_\_\_\_  
Example: Bachelors of Science, Agriculture
- Other (describe) \_\_\_\_\_

**Farming/Ranching Experience**

Total years of agricultural experience. \_\_\_\_\_ (State number of years).

Describe and list your experience below. Attach additional sheets if necessary.

Operation or business	Position	Description of experience	Dates of experience
			to

**Mentoring**

If experience is 0-5 years, have you established a mentoring or other relationship that has furthered your knowledge and understanding of farming and ranching? (check one)  Yes\*  No

\* List those individuals below. Please attach a letter of recommendation confirming the relationship from each mentor listed.

Mentor or Other Individual	Briefly describe their business or operation	Mentor Letter attached (check one)
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Are mentor letters attached?</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No

**Section C. Proposed Project**

Which of the following characterizes your agricultural project?

- Start-up
- Expansion of current operation.
- Diversification of crops, livestock, or other agricultural activities not currently in your operation.
- Other (describe) \_\_\_\_\_

Project Type:

- Aquaculture
- Crop operation
- Crop and livestock
- Horticulture
- Livestock operation
- Viticulture
- Other (describe) \_\_\_\_\_

Does the proposed project produce any of the items that are on the "deficit commodities" list for the state of Texas? (Please reference "[Deficit Commodities](#)" document, www.TexasAgriculture.gov.)

Yes\*       No

If yes, name the commodity (ies): \_\_\_\_\_

Will your project create new employment? If so, please provide details indicating how many new jobs, full time or part time, etc. DO NOT INCLUDE YOURSELF OR SPOUSE.

Yes\*       No

Indicate Number of New Jobs: Full-time \_\_\_\_\_ Part-time \_\_\_\_\_

The table below must detail measurable results between current operations and the proposed project.

	<u>Current Production</u>	<u>YFG Proposed Project</u>
<u>Acreage</u>	<i>Example: 300 acres of field corn</i>	<i>Example: 600 acres of field corn</i>
<u>Type of Crop / Livestock</u>	<i>Example: 50 head of cattle</i>	<i>Example: 65 head of cattle</i>
<u>Production in Units</u>		
<u>Other</u>		

Describe your current agricultural operation:

Please describe your proposed project below and how the grant would help you start, expand or diversify your operation.

If applicable, describe your involvement in the local community. This could be individually, through this project, and/or through establishing organizations.

State any other information that you think would help demonstrate your need, explain the benefit of receiving a Young Farmer Grant or otherwise qualify you for the grant.

**Section D. Estimated Project Budget**

Please provide detailed information about your proposed project costs. **To be eligible, the requested amount in the budget cannot total less than \$5,000 and may not exceed \$10,000.** Applicant's matching funds must be equal to or greater than the requested amount, as this grant program requires a 100% match from the applicant. Examples of permissible categories of expenditures are listed; add additional categories as needed to cover your particular project's expected operating expenditures. Any expense that is not itemized on your proposed budget may not be considered for funding. Non-Capital equipment purchases may not exceed an acquisition cost of \$5,000. Land and/or equipment loan payments may not be included.

Expense Category (Categories provided are examples, applicant may adjust to fit their needs)	Description of purchase (Additional details may be provided in the Budget Narrative Section)	Requested Amount (must not exceed \$10,000)	Applicant Matching Amount*
Lease Payments			
Land		\$	\$
Equipment		\$	\$
Personnel (applicant labor is not allowable)		\$	\$
Employee Salary and Benefits		\$	\$
Contract Labor		\$	\$
Custom Hire		\$	\$
Animals		\$	\$
Seed/Plants		\$	\$
Operating Costs			
Feed		\$	\$
Fertilizer		\$	\$
Irrigation		\$	\$
Fuel		\$	\$
Other (List)		\$	\$
Other (List)		\$	\$
Small Equipment (unit cost less than \$5,000)		\$	\$
Other (List)		\$	\$
Other (List)		\$	\$
<b>TOTAL PROJECT BUDGET</b>		<b>\$</b>	<b>\$</b>

\*Grantee will be required to document their matching expenses equal to the amount listed here.

Please indicate the source of funding for the matching portion of the budget.

- Loan (Required: furnish a letter from the lender confirming funds will be available).
- Personal Savings
- Gift
- Inheritance
- Other (describe) \_\_\_\_\_

**Budget Narrative/Justification:** Provide detail about what is included in each of the budget categories listed above. If applicable, a justification should be provided to help the TAFE Board understand why this expense is needed to create or expand your operation. Information should be provided only on the requested amount.

**Land.** Describe length of lease, number of acres and any special terms.

**Equipment.** Describe the length of the lease and type of equipment, and the cost for all the equipment rentals.

**Personnel.** Provide a description of the any personnel, benefits, contract labor, or custom hired work.

**Animals.** Indicate the number, type (cow/goat/chickens), and breed of animal you plan to purchase. Also include any veterinarian/medical costs associated with these animals.

**Seed/Plants.** Indicate the quantity of seed or number of plants to be purchased.

**Operating Cost.** Indicate detailed information about other operating costs needed to administer the project.

**Small Equipment.** Provide an itemized list of equipment purchases, along with a brief description on the intended use of each equipment item, and the cost for all the equipment purchases.