

MONEY FOR FARM
IMPROVEMENTS AVAILABLE...

COUNTY AGRICULTURAL INVESTMENT PROGRAM (CAIP)



**KENTUCKY AGRICULTURAL
DEVELOPMENT FUND**

Ohio County Cattlemen's Association
will be administering the 2017 CAIP.

For More Information:

Contact: Tammy Blacklock at (270)925-7828 or
email tblacklock3@gmail.com (please put CAIP
in subject line) or Greg Comer at the Ohio Co.
Extension Office (270)298-7441

Applications will be available beginning
April 3, 2017 for Ohio County's CAIP to
assist farmers in making important on-
farm investments.

Application Period:

April 3, 2017 – noon on April 28, 2017
*No applications will be accepted before April 3, 2017
or after noon on April 28, 2017*

Application Availability:

Ohio County Extension Office
1337 Clay St
Hartford, KY 42347
Monday – Friday (8:30 a.m. – 4:30 p.m.)

*All applications are scored, based on the scoring
criteria set by the Kentucky Agricultural Development
Board.*

2017 County Agricultural Improvement Program (CAIP)

* Application & implementation timelines !!!!

- Applications - April 3, 2017 till noon April 28, 2017
- Receipts must be dated between November 1, 2016 and September 30, 2017
- Eligible projects must be completed between:
November 1, 2016 and October 30, 2017
- Reimbursement paperwork deadline - noon October 31, 2017

* Maximum cost-share amount = 75% - funds will be prorated

* Producers must be 18 of age or older to be eligible.

* Applications must be picked up & returned to the Ohio Co. Extension Office

* Review all application guidelines and individual program requirements before starting to complete application. Be sure to complete front & back of all sheets! Incomplete applications are ineligible for funding. Return application to Extension office, by application deadline. After application deadline, applications will be scored and applicants will be notified of approval/denial. Applicant must then pick up packet of reimbursement papers at Extension Office.

* Applicant may apply for up to 3 programs.

* Cash purchases are not eligible!!!! Check or credit/debit card only.

* Be sure social security number (SSN) and farm serial number (FSN) are on application.

* Tenant farmers or those leasing land where capital improvement construction improvements will be located should supply a copy of their Schedule F, as well as, a letter from the land owner giving permission to use owner's FSN and tenant access to cost-share items for minimum of 5 years.

*For capital improvement/equipment projects - producers shall maintain ownership of property for 5 years past the participation date in the program.

* Funds will be dispersed on reimbursement basis.

* Applicant cannot change programs you have applied for after application approval.

* Applicants who provide false information will be ineligible for this year and future cost-share programs.

For detailed information about each program offered in CAIP refer to the following website: <http://agpolicy.ky.gov/> - Click on the KADF Programs in the green bar, then click on the KADF Program Portal, then click on CAIP, this will give you a listing of the 10 different programs offered under CAIP.



2017 County Agricultural Investment Program:
Producer Application For
Ohio COUNTY

All answers provided shall be based on the individual applicant applying for CAIP funds.
Applicant may be asked to verify responses and/or provide supporting documentation.
All applicants must be 18 years or older at time of application.

Introduction

First Name _____

Last Name _____

SSN _____
(REQUIRED)

Farm Serial Number (FSN) _____
(REQUIRED)

Tax ID _____
(For Tax Purposes ONLY)

Farm Service Agency Office _____
(Associated County)

Mailing Address _____
(Street)

(City, State Zip)

Email Address _____

Phone # (____) ____ - _____

Cell # (____) ____ - _____

COUNTY (Location of farm) _____

Farm Business Entity Name _____
(If Registered with Secretary of State)

Farm Address (If different from above) _____

Does the FSN above span multiple counties? YES or NO If yes, please list: _____
(Please circle)

Will you or anyone in your household be applying in more than one county for CAIP funds?
YES or NO If yes, please list: _____
(Please circle) Only one person per household is eligible to receive CAIP funds per program year.

Are you applying as a tenant farmer? YES or NO
(Please circle)

If yes and approved, you will be asked to provide an FSA-578 form or a redacted copy of your schedule F
AND written approval from the land owner giving you permission to use the owner's FSN and granting
access to the cost-share item (for a minimum of five years for capital improvements).

Producer Questions

1. Check which answer **best describes** your past participation statewide in the County Agricultural Investment Program (CAIP) cost-share funds from 2009 – Present:

- I have received cost-share funds once through CAIP
 I have received cost-share funds twice through CAIP
 I have received cost-share funds three or more times through CAIP
 I have never received cost-share funds through CAIP

2. In the previous program year, check which answer **best describes** you:

- I received funding for a completed project
 I applied but was not approved for funding
 I was approved for funding but did not complete my project
 I was approved for funding but notified administrator that I would not use funds.
 I was placed on a waiting list but did not receive funds
 I was placed on a waiting list, later approved but did not complete my project
 I did not apply

3. At the time of application, how long have you shared in the financial risks and/or participated in the business operation of a farm?

- Less than 1 year 6 to 10 years
 1 to 5 years More than 10 years

4. Did you file a schedule F and/or schedule C (IRS tax forms) in the previous year?

- YES NO

5. Do you keep production records for your farming enterprises? (i.e. DHIA records, Farm Business Analysis, calving records, crop yields, etc.)

- YES NO

6. As reported on your income tax records last year, what % of your Individual Income comes from your Gross Farm Income? (Line 9 of your Schedule F /or/ Line 7 of Schedule C)

- Less than 10% 51 to 75%
 10 to 25% 76 to 100%
 26 to 50%

Calculation to determine %:

$\% = \frac{\text{Gross Farm Income}}{\text{Total Income}} \times 100$ <p>(Line 22 of your 1040)</p>
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7. Do you have a completed Kentucky Agriculture Water Quality Act (AWQA) Plan for the farm for which you are requesting CAIP funds on file at your conservation district office?

- YES NO

For questions concerning the AWQA, visit <http://conservation.ky.gov/Pages/AgricultureWaterQuality.aspx> or contact your local conservation district office or the Division of Conservation at 502-573-3080.

8. Have you been a resident of Ohio County for the last 5 years or more?

- YES NO

9. Have you managed a farm in Ohio County for the last 5 years or more?

- YES NO

10. Since 2001, have you added a new farming enterprise, modified an existing farming enterprise, and/or added a new practice?

- YES NO

11. Please mark the statement that best describes your level of tobacco dependency (choose only one):

- Prior to 2001, but not since 2001, I grew tobacco or owned tobacco quota
 Since 2001, I have owned quota, or grown and marketed tobacco
 I have not grown tobacco or owned quota, but I am the son/daughter of someone who did
 I have never grown tobacco or owned quota

12. Did you attend an agricultural, financial or leadership based education session within the last 12 months?

YES

NO

13. Do you currently have a working computer dedicated to your farming operation?

YES

NO

14. Do you properly dispose of chemical containers used on your farming operation?

YES

NO

15. Have you changed your marketing strategies for your farm production in the last 3 years?

YES

NO

16. Will these funds be used to expand an income producing agriculture practice?

YES

NO

Eligible Investment Areas

The following investment areas are considered eligible for cost-share through the CAIP. Please select **NO MORE** than three investment areas to receive cost-share funds.

A Producer is eligible for the total amount of CAIP funds requested below, not to exceed the county's maximum cost-share per producer limit - \$5,000.

A Producer shall not receive more than \$5,000 statewide in CAIP funds within a program year.

The Administrative Entity may choose to **prorate** all applications at time of approval.

	Investment Area	Eligible for Cost-share up to \$	Select NO MORE than three
1.	Agricultural Diversification	PRO-RATED	
	Categories eligible within Agricultural Diversification: * Commercial Horticulture Production * Commercial Aquaculture Production * Timber Production, Utilization & Mktg.		
2.	Large Animal	PRO-RATED	
	Categories eligible within Large Animal: * Cattle – Beef & Dairy * Equine		
	For Beef Bull Selection, select no more than 2 from the six bull type categories: <input type="checkbox"/> Balance Trait Bulls <input type="checkbox"/> Carcass Merit Bulls <input type="checkbox"/> Heifer Acceptable Bulls <input type="checkbox"/> High Productivity Bulls <input type="checkbox"/> Low Maintenance Bulls <input type="checkbox"/> Terminal Bulls		
3.	Small Animal	PRO-RATED	
	Categories eligible within Small Animal: * Goat, Sheep Production * Swine Production * Bees * Rabbits		
4.	Farm Infrastructure	PRO-RATED	
	Categories eligible within Farm Infrastructure: * Farm Storage Facilities * Greenhouse Construction/Conversion * Livestock, Equine & Poultry Facilities * On-farm Composting		
5.	Fencing & On-farm Water	PRO-RATED	
6.	Forage & Grain Improvement	PRO-RATED	
	Categories eligible within Forage & Grain Improvement: * Forage, Pasture & Grain Improvement * Commodity Handling & Forage Equipment		
7.	On-farm Energy	PRO-RATED	
8.	Poultry & Other Fowl	PRO-RATED	
9.	Technology & Leadership Development	PRO-RATED	
10.	Value-added & Marketing	PRO-RATED	
	Categories eligible within Value-added & Marketing: * Value-added * Agritourism Development * Certified/Commercial Kitchen Construction or Renovation * Marketing and Promotion		

Acknowledgement

The County Administrative Entity reserves the right to request or require sufficient documentation to verify the responses to each of the questions on this application. Inability or refusal to provide documentation for specific responses will result in zero points being awarded for that question. Confirmation of fraudulent responses shall result in disqualification for participation in this year's CAIP.

You also verify that only one individual in your household is eligible to receive CAIP funds within a given program year. Additionally, if you are a tenant/owner and your owner/tenant is also applying within the same program year, you may not receive funds in the same Investment Areas and must not use the same FSN.

Funded participants shall adhere to all local, state and federal rules and regulations.

By signing this, you acknowledge that you have read the above disclaimer as well as reviewed the *Producer Guidelines & Responsibilities* and that you accept and agree to be bound by the terms thereof.

Signature _____

Date _____

Please detach the *Producer Guidelines & Responsibilities* section of this application and keep for records.

*Producers approved for funding must submit the **Producer Report & Certification** prior to receiving cost-share reimbursement. This **new** form takes the place of the old **Producer Certification** and individual **Producer Reports**. Visit <http://agpolicy.ky.gov> to download a copy, or contact your program administrator.*

Producer Guidelines & Responsibilities

The County Administrative Entity and/or the County Administrator reserves the right to request or require additional documentation to verify information provided in producer's application. Confirmation of fraudulent responses shall result in disqualification for participation in this year's CAIP.

Funded participants shall adhere to all local, state, and federal rules and regulations.

Any application that does not meet eligibility requirements will not be scored.

A. Eligibility Requirements

Only one application per operation will be considered for funding. An operation for the purpose of this program is defined as follows:

1. HOUSEHOLD

- a. Only one individual per household is eligible to receive CAIP funds within a program year. If applicable, proof of residency may be requested to verify that multiple individuals within the same household are not applying.
- b. Residency is determined by a valid Driver's License or photo ID and one utility bill. The address on both the ID and utility bill must match the address provided on the CAIP application. A copy of both shall be placed in the file with the application.

2. TENANT/OWNER

If applying as a tenant/ land owner, then the following also applies -

- a. Tenant farmers are required to obtain written permission from the landowner to use the landowner's FSN on a CAIP application. Written permission must be submitted with the application to be eligible.
- b. Limitations for Tenant/Owners that both apply for CAIP:
 - i. In the event a tenant secures written permission from the landowner and both apply for CAIP, the tenant farmer and landowner are prohibited from applying for funds within the same Investment Area within the same program year.
 - ii. A tenant farmer and a landowner are both eligible to apply with separate FSNs; however, both may not receive funds within the same Investment Areas of CAIP.

3. PRODUCER DEFINITION

- a. Producers must be 18 years of age or older at time of application to apply for CAIP funds.
- b. A producer is defined by use of Social Security Number (SSN) and Farm Serial Number (FSN). Both shall be provided when applying. Once the Social Security Number (SSN) or Farm Serial Number (FSN) is used, neither are eligible to be used again once annual limit is reached.

[Example: SSN – 123-45-6789 combined with FSN – 4567, would discontinue the eligibility of both the SSN and FSN.]

(3. Producer Definition, cont.)

- c. Producers who intend to take part in the program shall supply a Social Security Number (SSN) and Farm Serial Number (FSN) to receive payment. Both of these numbers must be supplied to the Kentucky Agricultural Development Board.

The Kentucky Agricultural Development Board recognizes every applicant's right to privacy and understands its obligation to keep applicant/producer information confidential. Any information provided to the Kentucky Agricultural Development Board or Program Administrator on individual producer applications for CAIP, such as the applicant's Social Security Number and Farm Serial Number, will be kept confidential by authority of the Kentucky Agricultural Development Board as granted in KRS 248.701 to 248.727 and by KRS 61.878. The Kentucky Agricultural Development Board does not disclose any nonpublic personal information regarding applicants/producers, past or present, except as permitted or required by the Kentucky Open Records Act, KRS 61.870 to 61.884 or other law(s).

B. Cost-Share Reimbursement

1. Funds disbursed to producers shall be on a reimbursement basis, upon completion of the project.
2. A producer is eligible for up to the county's maximum cost-share per producer limit not to exceed \$5,000. Producers shall not receive more than \$5,000 statewide per producer per program year (program year is defined by the year the application is approved by the Kentucky Agricultural Development Board).
3. In the event that it is determined that a producer has received more than \$5,000 in a program year, then the producer will be asked to return the amount over \$5,000 to the last county that reimbursed the producer.

If the producer fails to reimburse the amount over \$5,000, then the producer is ineligible to receive further CAIP funding (statewide) until repayment is made.

4. The producer shall supply a dated receipt indicating buyer and seller information, along with a description of the item(s) purchased in order to be eligible for payment. **Payment shall only be made for eligible cost-share items.**
5. **NO CASH PURCHASES**
6. Approved producers shall submit the Producer Report associated with the program/investments being cost-shared, **before** reimbursement funds are received.
7. **Deadlines:** Should the producer fail to use approved funds by the program administrator's reimbursement deadline, said funds shall be reallocated to the next eligible applicant time permitting.

C. Exclusions

1. Reimbursements for purchases, including labor, from the producer's immediate family (e.g. father/mother, son/daughter, brother/sister, etc.) are not eligible.
2. Cost-share shall not be provided for items traded or sold between producers who share interest in a farm operation. This includes the use of a third party to buy/sell the same items amongst the producers.
3. Documented hired labor is an eligible cost-share item; however, reimbursement will not be awarded for labor provided by the producer's immediate family.
4. **Beginning in 2010**, all transport equipment was removed as eligible cost-share items from all investment areas. This exclusion includes trailers, wagons, and carts with the primary function of transportation.
5. **Beginning in 2012**, all fertilizer, pesticide, herbicide, and soil amendments (excluding lime) were removed as eligible cost-share items from all investment areas.

D. Educational Requirement

1. Participation in CAIP requires the applicant to complete a minimum of one (1) educational component prior to the disbursement of funds related to farm management, production, best management practices or marketing. Examples of types of sessions include workshops, seminars, field days, university sanctioned on-line courses, webinars, etc.
 - a. Administrating entity shall consult with the county council, cooperative extension, conservation and others when determining if a session meets this requirement.
 - b. Documentation of attendance is required and the session must not have been submitted to meet the CAIP education requirement for a prior year.
 - c. Cost-share payments shall not be issued to producers before the educational requirement has been met. *Educational component may be attained anytime prior to disbursement of funds, but no more than 6-months prior to date of application.*
2. **Exclusions** – the following do not satisfy the above educational requirement:
 - a. Attendance at an informational meeting to review updated guideline changes and discuss the producer application
 - b. BQA or other prerequisite for eligibility within a specific Investment Area

E. Capital Improvements – *Equipment, Fencing, Farm Structures*

1. Producers shall maintain ownership of the property for five years past the participation date in the program.
 - a. Should a producer fail to maintain ownership of property for the entire 5-year period, administrators shall request a return of funds on a pro-rated basis.
 - b. Emergency early release is possible in the case of death, illness, physical inability or transfers within immediate family and must be approved by the local administrative entity and documentation kept on file for future reference.

- c. Failure to return funds will result in the
 - d. producer being ineligible to receive additional Kentucky Agricultural Development Funds until repayment is made.
 - e. Administrators shall provide producers failing to meet the ownership requirement a written notice, giving a minimum of 30 days to repay the pro-rated amount.
2. **Producers shall retain adequate insurance coverage, if applicable, to replace any and all capital improvement/equipment projects funded with Kentucky Agricultural Development Funds.**
 3. **Tenant farmers or those leasing land where capital construction improvements will be located may be asked to provide an FSA-578 or a redacted copy of their Schedule F and written approval from the landowner, giving permission to use the owner's FSN and granting access to the cost-share item(s) for a minimum of five years.**
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