



## Agriculture and Markets

### Southern Tier Agricultural Industry Enhancement Program On-Farm Enhancement Grant Program

#### Applicant Checklist

##### General Requirements

- Application form is complete and accurate, and completed by 4:00pm on Monday, October 17, one signed original and one copy
- Attached: Completed Applicant Checklist

##### Applicant Eligibility

- Attached: Documentation that project is located on land owned and operated by an eligible farm operation, as defined in section 301 of the Agriculture and Markets Law
- Attached: Copy of current NY driver's license
  - Applicant is a resident of New York State
  - Applicant is over 18 years of age
- Attached: Copies of NYS Department of Tax and Finance Claim for Famers' School Tax Credit IT -217 (for individuals) or Claim for Famers' School Tax Credit CT-47 (for corporations) as filed for three of the past five years
  - Farm operation's address is located within one of the eligible counties

##### Project Eligibility

- Attached: Farm Business Plan and/or Environmental Plan (hard copy or disk)
  - Project implements (component of) plan
  - Plan has been updated within last 3 years
  - Plan meets all requirements pursuant to the RFA
- Attached: Proof of land ownership at project location (Copy of most recent tax bill or tax bill receipt.)

##### Source of Matching Funds Verification

- Attached: Proof of matching funds: bank statement (first page), proof of loan, proof of line of credit, non-NY grant funds award letter, or other proof of match funds
  - Applicant has match funds available in CASH