



Harford County Agricultural Grant Program FY 2017



Application & Information Packet



Grant submissions accepted
September 6 - November 30, 2016

Harford County Government Division of Agricultural Services
220 South Main Street, Bel Air, MD 21014
Jason Gallion, Agricultural Specialist - 410.638.3511

PART I: APPLICATION PROCESS AND INFORMATION

Executive Summary

The Harford County Government Division of Agricultural Services is proud to announce its request for applications for the Agricultural Grant Program for Fiscal Year 2017.

The Division of Agriculture strives to promote sustainable growth within the agricultural community by providing grant opportunities to local agri-businesses. We target projects that will help farmers emerge into a new market or enhance their existing farming operation.

We feel that by promoting local agricultural growth we not only provide our families with high-quality and affordable goods from producers that we know and trust, but we also keep agriculture as a viable industry, thereby preserving farmland and maintaining our rural heritage.

Application Calendar

September 6, 13 or 20	Early bird applications and workshop available 9:00 a.m. – 11:00 a.m. First floor public conference room 220 S. Main Street, Bel Air, MD 21014
October 1, 2016	Applications available at Harford County Public Libraries, participating ag retailers and online at www.harfordcountymd.gov
November 30, 2016	Last Day to submit application
January 9, 2016	Grant awards announced; funding available

Please direct inquiries to:

Harford County Government
Division of Agriculture
220 South Main Street
Bel Air, MD 21014

Phone: 410-638-3511
jcgallion@harfordcountymd.gov
Jason Gallion, Agricultural Specialist

Technical Assistance: 410-638-3511

Technical assistance is available for all application questions prior to the due date. Information sessions are available on:

September 6, 2016	9:00 – 11:00 am at 220 S. Main Street, Bel Air, MD 21014
September 13, 2016	9:00 – 11:00 am at 220 S. Main Street, Bel Air, MD 21014
September 20, 2016	9:00 – 11:00 am at 220 S. Main Street, Bel Air, MD 21014

Eligibility & Background

Anyone who is a resident or has a farming operation within Harford County may apply (must be 18 years or older). Applicants must apply for projects that benefit Harford County agriculture. The maximum award per project is set at \$20,000. Grants are for reimbursements only; receipts are required at time of reimbursement. Projects must be completed within a three year term and are subject to quarterly reports. Grants will not be awarded for permanent structures or capital improvements. The ideal candidate will apply for a project that benefits the agricultural community and assist farms working together to support the buy local initiative within Harford County.

Application

- The application form can be downloaded from the County website at www.harfordcountymd.gov for completion
- Late applications will be rejected and incomplete applications will be returned.
- Any supplemental information must be included with the attachment and turned in by the deadline.
- Please direct all questions regarding preparation and/or submission of these forms to Jason Gallion at 410-638-3511.

Deadline

- The application deadline is **November 30, 2016 at 5:00 p.m.**
- Late applications will NOT be accepted.
- **Please submit either one (1) original paper application to the mailing address below or (1) electronic copy by November 30 at 5:00pm to hcaggrants@harfordcountymd.gov**

Mailing Address:

**220 South Main
Bel Air, MD 21014
Attn: Jason Gallion, Agricultural Specialist**

Notification

The Harford County Agricultural Grants Review Board will meet and make its recommendations for funding in December 2016. Applicants will be notified by mail the week of January 9th as to the disposition of the application after final selection by the County Executive. If approved the awardee will be informed of the policies and agreement with Harford County.

Part II: APPLICATION PROCESS AND INFORMATION

Please review this checklist to ensure all sections are complete and any attachments are included. Please organize information as follows for submission.

Application Form:

- Section A: Organization and Applicant Information**
- Section B: Agri-Business / Farm History and Background**
- Section C: Proposed Project Description / Outreach**
- Section D: Proposed Project Materials and Budget**
- Section E: Sustainability Plan**

Please complete the following sections of your application. If the following sections are not completed or marked “non-applicable”, your application will be returned.

Section A: Organization and Applicant Information

Name: _____

Business / Farm Name: _____

Business / Farm Address: _____

Home Phone: _____

Cell Phone: _____

Email: _____

Requested Amount: \$ _____

Section B: Organizational History and Background

Please describe the history of your Agri-business / Farming Operation below:

Section C: Proposed Project Description / Outreach

Describe the proposed project and how it will benefit your Agri-business / Farming Operation as well as benefit the agricultural community in Harford County:

Section D: Proposed Project Materials / Cost

Please use the table below to itemize the individual purchases for which the grant is requested:

<i>Material</i>	<i>Description</i>	<i>Quantity</i>	<i>Amount</i>
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$

Total Amount Requested: \$ _____ (\$20,000 Maximum)

Section E: Sustainability Plan

Funding Plan:

Below please describe your plan to sustain the proposed project beyond funding from Harford County.

If applicable please list any other organizations to which you have applied or intend to apply for funding in the table below.

Organization	Amount Requested	Status of Application

I certify that all information contained in this application and these attachments are true and accurate.

Print or Type Full Name: _____

Authorized Signature: _____

Date: _____