



New York State Grown & Certified Producer Grant

Application Evaluation, Scoring and Selection

Thank you for your interest in applying for a New York State Grown & Certified Producer Grant. An application is attached. Applications are due to your **Local Extension Office** by 2/28, 5/31, 8/31 and 11/30. All applications will be initially reviewed and scored by a local review team in accordance with the evaluation and scoring criteria contained in this document on a quarterly basis. **Applicants are strongly encouraged to read and address the Application Review and Scoring Standards in the process of developing an application.** Knowledge of the scoring criteria is valuable for designing and proposing a relevant and quality project. The maximum grant application request is \$50,000 with a *10% grower match*. The source of the Grower Match must be included in your application. This is a **reimbursement grant**, meaning applicants will be reimbursed after expenses are paid by the applicant and submitted for payment. Eligible expenses will be funded up to the approved amount in the application.

All funding is on a first come bases through a grant made possible by New York State Department of Agriculture and Markets. Final project review and approval is by New York state Department of Agriculture and Markets. **Applicants must remain in the NYS Grown and Certified Program for 5 years after the grant.**

MINIMUM ELIGIBILITY (PASS/FAIL CRITRTIA)

Applications will initially be reviewed for applicant and project eligibility on a pass/fail basis. NYS Department of Ag and Markets will further evaluate applications that pass all of the following eligibility criteria, for final approval. Applications that fail one or more of the following eligibility criteria will be provided a strength and weakness project assessment, and are eligible to resubmit their project application. After two attempts, the project will be disqualified from further review of funding.

- Is the applicant located in one of the six counties: Herkimer, Oneida, Fulton/Montgomery, and Otsego/Schoharie? *pass/fail*
- Is the applicant currently or applying for New York State Grown & Certified (NYS G&C)? *pass/fail*
- Does the application address the eligible project type (being NYS G&C)? *pass/fail*
- Does the applicant provide a reasonable timeline? *pass/fail*
- Does the applicant provide the resource for the minimum 10% grower match? *pass/fail*
- Does the application provide a Business Plan for a start-up operation or a Business history for an existing operation? *pass/fail*

Send completed application to your local county office by 2/28, 5/31, 8/31 and 11/30:

- Brian Gilchrist CCE Fulton/Montgomery Counties, 20 Park St. Fonda, NY 12068
- Linda Robbins CCE Herkimer County, 5657 NY-5, Herkimer, NY 13350
- Bonnie Collins – CCE Oneida County, 121 Second St., Oriskany, NY 13424
- David Cox CCE Otsego/Schoharie Counties, 173 S. Grand St., Cobleskill, NY 12043