

Welcome to the NC AgVentures Grant Application Workshop.



## Meet our Sponsor

The NC Tobacco Trust Fund Commission (NCTTFC) was established in 2000 by the N.C. General Assembly to help *members of the tobacco community including farmers, tobacco workers and related businesses.*



# NC Tobacco Trust Fund Commission



All 100 North Carolina counties are served by three different organization programs funded by the NCTTFC?

**WNC AgOptions:** Avery, Buncombe, Burke, Caldwell, Clay, Cherokee, Cleveland, Eastern Band of Cherokee Indians (projects on tribal land), Graham, Haywood, Henderson, Jackson, Macon, Madison, McDowell, Mitchell, Polk, Rutherford, Swain, Transylvania, Watauga and Yancey.

**UMO AgPrime (University of Mount Olive):** Beaufort, Bertie, Bladen, Brunswick, Camden, Carteret, Chowan, Columbus, Craven, Cumberland, Currituck, Dare, Duplin, Gates, Hertford, Hoke, Hyde, Jones, Lee, Lenoir, Moore, Montgomery, New Hanover, Onslow, Pamlico, Pasquotank, Perquimans, Pender, Richmond, Robeson, Scotland, Tyrrell and Washington.

# NC AgVentures Farm Grant Program:

Alamance, Alexander, Alleghany, Anson, Ashe, Cabarrus, Caswell, Catawba, Chatham, Davidson, Davie, Durham, Edgecombe, Franklin, Forsyth,, Gaston, Granville, Greene, Guilford, Halifax, Harnett, Iredell, Johnson, Lincoln, Martin, Mecklenburg, Nash, Northampton, Orange, Person, Pitt, Randolph, Rockingham, Rowan, Sampson, Stanly, Stokes, Surry, Union, Vance, Wake, Wayne, Wilson, Wilkes, Warren, and Yadkin.



# NC State Extension Program

NC AgVentures Farm Grant Program is an NC State Extension Program.

The goal of this grant is to help farms increase their income.



Great opportunity for producers looking to improve, diversify, and or expand their farm operation.



## Two Grant Options

### 1. Farmer Grants

Grants to independent small family  
NC farms.

### 2. Community Grants

Grants for local community  
organizations that work with family  
farms





## 2. Community Grants

Community grants are a collaborative project that will directly benefit 3 or more family farms in the community.

- A Livestock Association could purchase portable corral equipment for members
- The local farmers market could get a grant to expand or update the facility.





## Highlights for both grants

- Awards up to \$8000
- Grant awards are taxable income
- Grant recipients provide 15% (cash, not in-kind)
- One application per *farm* or *organization*
- Grant applicants must work with an Agent on the project proposals
- Submissions are limited to 250 applications



## This is New!

*If a farm received a grant in the previous year we ask that the family wait a year before submitting a another application.*

*Farms that received a grant in 2022-2023 can apply in 2024-2025.*

# Application

There are four sections in the application

1. Contact Information
2. Farm Information
3. Project Description
4. Project Viability and Budget
  - Quotes for large ticket items
  - Photos
  - Reference letters



# Sample Application Questions

- Provide a project description
- What is your marketing plan?
- What research have you done to determine the project will be successful?
- What is the cost to complete the total project?
- What is your 3-year vision?
- What is your breakeven cost \$\$?
- What is your profit \$\$?
- Budget (list of expenses)?
- Quotes for large ticket items
- Will you have insurance to cover the activities of the project?



If you are not awarded the total grant funds requested, how would you modify your project? \*

Limit: 200 words

If the applicant cannot implement the project without the entire grant request, they should write that information as their response.

However, the grant review committee appreciates proposals that ask for just what is needed and leave some money for other farms.

Interesting photos make the application more memorable



# Reference Letter Guidelines

Reference letters should be from people/organization such as potential buyers, crop consultants, agriculture advisors, marketing specialists, Extension agents.



## Tips for your letter writers:

- Identify the person you are recommending
- Include information on who you are
- Identify your connection with the person you are recommending
- Explain why that person is qualified, and the specific skills they have
- Whenever possible, it's helpful to provide specific anecdotes and examples that illustrate your support



## HELPFUL HINTS:

Review the *examples* included with the application questions

Write a rough draft first; ask your Agent for comments

Contact your references *early* (it takes time for people to write a reference letter)



Contact your Agent tomorrow and set a date to discuss your project and review your application.

Locate your county Extension Office: [ces.ncsu.edu/local-county-center/](https://ces.ncsu.edu/local-county-center/)

# Application Review

- Proposals are reviewed by NC State Agents and farmers and other experts who are familiar with agriculture, agribusiness, and the local community.
- We have around 40 reviewers.
- Each application receives two reviews.
- Applications will be ranked according to a numerical scoring system that evaluates the strength of the project to meet the grant *priorities* and criteria.



## Review Priority (Does not affect eligibility)

- Proposals from former/current tobacco growers, quota holders or tobacco worker
- Farmers earning at least 50% of their personal income from their farm operation.
- Projects that are new to the area and would benefit other farms.
- Farms that have *not* received previous grants will have a higher priority



# Grant Timeline

## October – December 15<sup>th</sup>

- Application submission

## January - February

- Application review
- Grant recipient orientation (online)

## April/May

- First payment (75% of award)

## June

- Project updates with **receipts** and **photos**

## July - September

- Receive second payment (20%)

## October – December

- Harvest crops
- Farm visits
- New round of applicants

## January – Year-end Report

- Final Payment of 5%

# How is the \$\$ distributed?

75% up front

20% after the project  
update in June with project  
receipts and photos

5% after the year-end  
report in January



# Sample Questions from the Year-end Report

1. How many NEW farm jobs were created this past year because of the grant project?
2. How many jobs were sustained?
3. If your project goal was to add a NEW crop or product to your farm operation, estimate how much was produced this year?
4. If your grant project was to expand a crop or product that you currently produce tell us how much you expanded?
5. Estimate the current market value \$\$ in your region of the product produced with grant funds.
6. Did your project reduce labor costs, water usage or other expenses? If yes, estimate the amount saved. Give examples.

# ***Submittable* Online Application**

1. It's best to use a laptop or desktop computer
2. The platform works well with Google Chrome and Firefox browser
3. When uploading files, each file must be under 400mb, and the total size of files on a submission form cannot exceed 800mb. (*Save photos to jpeg medium size, and you should have no problem.*)
4. To set-up an account the applicants will create a login and password
5. If you set-up an account in a previous year you may just login



[www.ncagventures.org](http://www.ncagventures.org)

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**NC STATE** EXTENSION



## **2021-2022 Application for Family Farms**

Ends on December 15, 2021

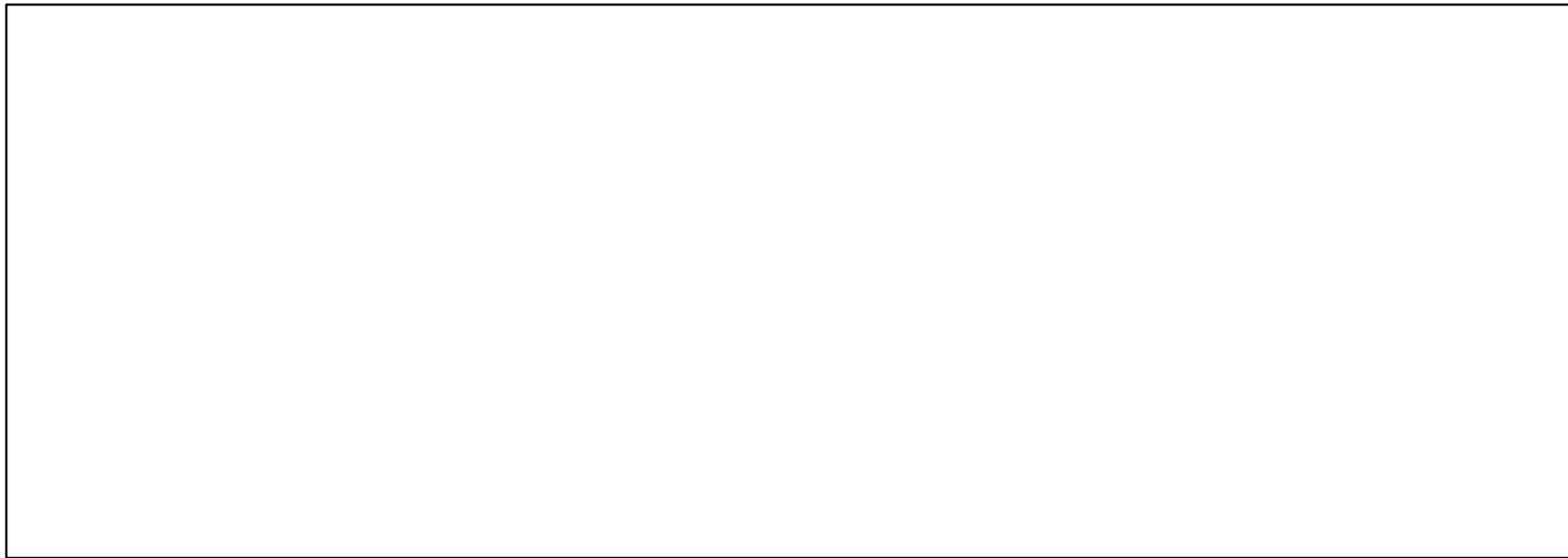


 [Invite Collaborators](#)

## Welcome to NC AgVentures Grant Application Portal

NC AgVentures is an NC Cooperative Extension grant program that provides small cost share grants (up to \$8000) to family farms and to community organizations that support family farms.

## **Notes from the Extension Agent to the Farmer**

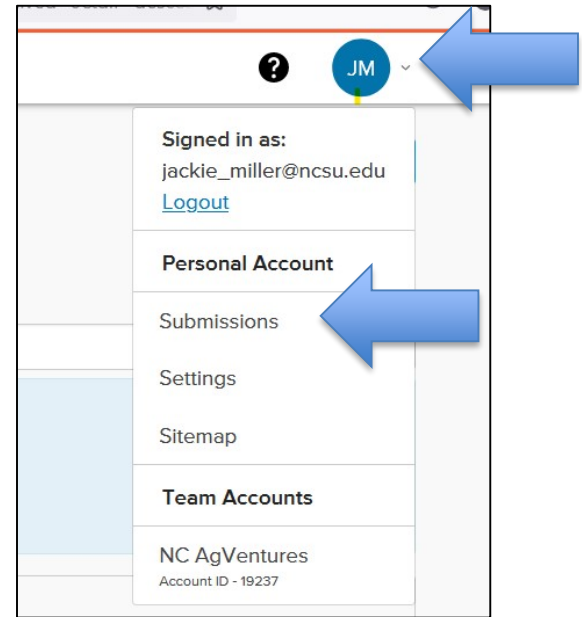
A large, empty rectangular box with a thin black border, intended for the Extension Agent to write notes for the Farmer.

This text box is for Agents comments. These will not be visible to the Reviewers.

# Remember to **SAVE** as you work

To find your application:

1. Login into your account
2. In the right corner should be a **round circle** with your initials
3. Click on the drop down arrow
4. Click on Submissions



## Quick Tips

- Carefully review and meticulously follow funder instructions, policies, and guidelines
- Write the proposal as if the reader has limited knowledge of your particular farming operation
- Be clear and accurate in your responses
- Differentiate yourself, be a good storyteller
- Target a specific project with your grant proposal, don't be too ambitious
- Read the question carefully and be sure to answer the question that is being asked
- Focus more on solutions than problems (what will you use the money for?)
- Be sure the budget makes sense
- Recruit an objective reviewer (for NC AgVentures this should be your Extension agent.)
- Reference letters should be from people/organization such as potential buyers, crop consultants, agriculture advisors, marketing specialists etc.
- Don't procrastinate, Reviewers can spot an application that has been quickly thrown together.
- Save a copy of your responses for your next application

Program Coordinator:  
[jackie\\_miller@ncsu.edu](mailto:jackie_miller@ncsu.edu)

Locate your county extension office:  
[\*ces.ncsu.edu/local-county-center/\*](https://ces.ncsu.edu/local-county-center/)

Webpage: [www.ncagventures.org](http://www.ncagventures.org)