



**Agriculture
and Markets**

Farmland Protection Outreach Activities

Land Trust Grants Program- Round 5: *RFP0305*

DEADLINE Friday, November 17th @ 4:00 PM

Jeff Kehoe

Farmland Protection Specialist

Department of Agriculture and Markets | Division of Land and Water Resources

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(518) 457-4626 | jeffrey.kehoe@agriculture.ny.gov

<http://www.agriculture.ny.gov>



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Statutory Requirements

AML 25AAA 325-a. State Assistance Payments to Not-For-Profit Conservation Organizations. (a.k.a Land Trust Grants)

1. Subject to the availability of funds, a program is hereby established for the purpose of awarding state assistance to not-for-profit conservation organizations for activities that will assist counties and municipalities with their agricultural and farmland protection efforts. To be eligible, an organization shall have at least one active farmer on their board of directors at the time of application or shall provide for the appointment of a farmer to such board of directors in a manner approved by the commissioner.
2. Awards of state assistance payments shall be made on a competitive basis through a request for proposal process which shall set forth the standards for the selection process, the required proposal format, the costs which are eligible for funding, reporting requirements, and such other provisions as the commissioner may deem necessary, proper or desirable to achieve the purposes of this section. Applications for state assistance payments must be endorsed by the agricultural and farmland protection board for the county or counties in which the funded activities would be implemented
3. In evaluating applications, the commissioner shall give priority to activities that will assist counties and municipalities with their agricultural and farmland protection efforts by disseminating information and providing technical assistance to county and municipal governments, owners of agricultural lands and other agricultural interests.
4. Upon receipt of an application for state assistance, the commissioner shall review the request, consult with the advisory council on agriculture and, within ninety days from the receipt of a complete application, make a determination as to whether or not the application will be funded.
5. State assistance payments awarded to an applicant shall be used in a manner which does not in any way unreasonably restrict or regulate farm operations in contravention of the purposes of article twenty-five-AA of this chapter.
6. State assistance payments awarded pursuant to this section shall not exceed fifty thousand dollars to any applicant in any fiscal year.

Eligible Applicants

- 501(c)3 not-for-profit Conservation Organization
 - (ECL [§ 49-0303](#))
- Must submit application through Grants Gateway
 - Pre-Qualify and Register Today!
 - Grants Reform Homepage <https://grantsreform.ny.gov/>
 - Deadline: **Friday, November 17th @ 4:00PM**
- Active Farmer Certification
 - Farmer must serve on Board of Directors by +- **3/1/2024**

Eligible Topics

Eligible Topics (must have direct relationship to farmland protection issues)

- on-farm marketing, processing, and agri-tourism opportunities for preserved farms;
- Agricultural District protections versus retained rights in conservation easement;
- connecting non-farming farmland owners with farmers;
- mechanisms to transfer agricultural land;
- understanding or negotiating leases on agricultural land;
- farm and farmland succession planning;
- tax benefits of farmland conservation; and
- local property tax exemptions and beneficial assessments

Required Deliverables

1) Viable Agricultural Lands Inventory

- parcel level inventory of viable agricultural lands
- Up to \$2,500 is available for inventory development if deficient
- See RFP 2.2.1 for Deliverables (due October 2020)

2) Collaborative Screening Process

- A process that identifies subsets of land owners to be canvassed for outreach activities.
- Up to \$2,500 is available for screening process development if deficient
- See RFP 2.2.2 for Deliverables (due October 2020)

3) Outreach Activities

- Farmland access topics identified in Agriculture & Farmland Protection Plans (see RFP 2.2.3 for eligible topics)
- * \$250 stipend per day is available to farmer who hosts and activity
- A minimum of 1 outreach activity is required... more than one is encouraged!

Viable Agricultural Lands Inventory

Requirements

- use software compatible with Geographic Information Systems (GIS), be available for electronic submission, and be specific to the geographic study area within which the applicant shall conduct its proposed outreach activities.

AND

Include an analysis of the following data at a minimum:

- basic real property parcel data;
- parcels receiving an agricultural assessment;
- parcels enrolled in an Agricultural District;
- prime soils;
- soils of statewide importance;
- viable agricultural lands of local importance; and,
- an imagery analysis of lands deemed potentially viable for agriculture.

Deliverable: a representation/ model/ methodology/ narrative/ list which identifies that each of the above factors were used to determine your inventory (due within 6 months, no map required)

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Document Information: [AGM01-LTG2-2017-00001](#)

[Details](#)

OTHER EXPENSES DETAIL

Instructions:

1. Please complete all the required fields.
2. Select the **Save** button above to save your work frequently.
3. Once an other expense item has been saved successfully, select the **Add** button above to add additional other expense items.
4. Click Forms Menu to return to the navigation links.

Other Expenses Detail

If Other Expenses is not applicable, leave this section blank.

[Details](#)

Other Expenses - Type/Description	<input type="text" value="Viable Agricultural lands Inventory"/> *
Justification	<input type="text" value="Field Check and Update Imagery Analysis, update Ag. District parcels"/> *

[Financial](#)

Total Grant Funds	<input type="text" value="\$1,600.00"/> *
Total Match funds	<input type="text"/>
Match %	0%
Total Other funds	<input type="text"/>
Line Total	\$12,000.00
Category Total	\$12,000

Collaborative Screening Process

Requirements

The screening process must be used to determine subsets of owners of inventoried parcels within the study area to be targeted for the proposed outreach activities.

Deliverable: The awardee must describe the proposed/ existing screening process and list key factors used to identify potential outreach activity participants; supply supplemental materials anticipated to be used as part of the process (e.g. pre-application, questionnaires, informational pamphlets etc.); and identify any professional services and collaborators anticipated to be used as part of the screening process development, deployment, or review.

Farmland Protection Outreach Activities

Requirements

- Minimum of 1 Activity (*Proposals will be evaluated in part for cost effectiveness*)
- Invitees must include screened individuals

Eligible Topics (must have direct relationship to farmland access issues)

- On-farm marketing, processing, and agri-tourism opportunities for preserved farms;
- connecting non-farming farmland owners with farmers;
- farm and farmland succession planning;
- understanding or negotiating leases on agricultural land;
- local property tax exemptions and beneficial assessments;
- and, solar as a compatible use to production agriculture.

Deliverable: The Final Report shall include a detailed description of the work completed; an assessment of the potential for future viability of the project; a description of problems encountered, if any, which affected completion of the project and other information as identified. (Due within 60 days after last activity)

FAQ's About Outreach Activities

- Reasonable Food expenses? OKAY
- One-on-one activities? OKAY
 - Tell us how/why is it cost effective?
- If regional collaboration (Multiple Land Trusts) is desired it needs to be described in detail in your proposal.

*All applicants must define a Study Area to inventory, screen and conduct outreach in.

- Solar Compatibility **(Submit more specific Questions by 9/15/2023)**
 - if landowners in your community are seeking information regarding the compatibility of solar as part of there operation.

Payment and Reporting

Advanced Payment (25%) -Granted upon fully executed contract

Preliminary Review Package -No payment; due within 6 months

- Representation of Viable Ag. Lands Inventory
- Representation of Screening Process

Interim Payments (up to 65%) -Paid on a Reimbursement basis

- Progress Report
- Revised Budget (if needed)
- Vouchers for eligible expenses

Final Report (10%) -Disbursed upon approval of Final Report

- Final Report Template will be provided during contract period
- Supplemental maps, screening tools and outreach materials

Questions and Answers

- For more information including Frequently Asked Questions visit the NYSDAM Funding Opportunities page:
- <https://agriculture.ny.gov/land-and-water/rfp-0305-land-trusts-grants-program-round-5-farmland-protection-outreach-activities>

THANK YOU!

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