

## Wyoming County Agri-Business Diversification Program

The Wyoming County Agri-Business Diversification Program is designed to encourage the development of alternative revenue sources for the County's existing agri-businesses by providing grants to support the establishment of new business opportunities. This is a pilot program that, in addition to offering direct financial assistance to selected businesses, is intended to present the County with information that will assist in developing strategies for creating viable business alternatives for the County's agri-businesses.

**Eligible Entities:** Existing businesses with operations in Wyoming County that are engaged in an agricultural-related business including agricultural production, the manufacturing or processing of foods, beverages, and related products, agri-tourism, and certain agricultural support activities including wholesale and retail sales. Any legal form of business may be assisted including corporations, partnerships, proprietorships, LLCs, LLPs, cooperatives, etc.

Agricultural production includes, but is not limited to establishments (e.g., farms, ranches, dairies, greenhouses, nurseries, orchards, hatcheries, etc.) primarily engaged in (i) the production of crops, plants, vines, trees, or biomass for fuels; (ii) the operation of sod farms and poultry hatcheries; (iii) the production of mushrooms, bulbs, flower seeds, and vegetable seeds; (iv) the growing of hydroponic crops; and (v) the keeping, grazing, or feeding of livestock for the sale of livestock or livestock products, livestock increase, or value increase. Livestock includes cattle, sheep, goats, hogs, poultry, and similar animals, and animal specialties such as horses, rabbits, bees, pets, fur-bearing animals in captivity, and fish in captivity.

The manufacturing or processing of foods, beverages, and related products includes meat products; dairy products; canned, frozen, and preserved fruits, vegetables, and food specialties; grain mill products; bakery products; sugar and confectionery products; fats and oils; beverages; and miscellaneous other food products.

Agri-tourism includes any activities associated with producing revenues from tours and visits to existing agricultural businesses.

Agricultural support activities include, but are not limited to the production of feed, fertilizer, pesticides, and packaging, and the provision of services such as veterinary, transport, milking, equipment repair, etc. and wholesale and retail sales where such activities clearly support agri-businesses and represent the predominant business of the entity.

**Eligible Activities:** Any legal business activity that by itself, or as part of other activities, will create or significantly enhance a new source of business revenues outside of the primary revenue source of the business, where such new business activity is also agriculturally related as defined above.

**Program Funding:** The program will provide 50/50 matching funds to be used for the capital costs required to establish the new business activity. Program funds will be provided as a deferred loan that will be forgiven and converted to a grant upon the completion of the proposed project and satisfaction of the program requirements detailed below. The maximum grant amount is \$10,000 and the minimum grant amount is \$2,500.

**Program Requirements:** Except in cases where the business owner meets certain income requirements as established by the U. S. Department of Housing and Urban Development (HUD), the proposed business activity must result in the creation of at least one new employment opportunity, by August 31, 2010, that will not require specialized technical skills, education, or experience.

**Application Process:** Wyoming County will accept pre-applications through June 30, 2009. The County will request additional information as necessary and expects to select projects for potential funding by July 31, 2009. Applicants for selected projects will be asked to complete a final application that will require detailed project cost, financing, and project feasibility information. The timing of final approvals, the execution of funding agreements, and the disbursement of funds will be on a case-by-case basis.

**Selection Criteria:** Proposals will be selected for funding based on the following factors:

- (i) *Program Objectives* - the manner in which the project addresses the intent of the program);
- (ii) *Project Feasibility* - the likelihood that the project can be successfully completed and implemented within a reasonable time frame;
- (iii) *Business Impact* - the extent to which the new business activity will benefit the primary applicant business;
- (iv) *Economic Impact* - the extent to which the new business activity will positively impact Wyoming County's economic conditions; and
- (v) *Innovation* - the extent to which the proposal provides a new approach to diversification of agri-business, offers opportunities for replication by other County businesses, or complements other on-going agri-business initiatives in the County.

**Applications & Information:** The program pre-application form can be obtained from the following:

- on line at [www.wycobusiness.org](http://www.wycobusiness.org) or [www.wyomingco.net](http://www.wyomingco.net)
- by phone at (585) 237-4110 or fax (585) 237-4113
- in person at, or by mail request to the Wyoming County Department of Planning and Development, 6470 Route 20A, Suite 4, Perry, NY 14530-9796

Further information regarding the program can be obtained from Drew Shapiro, County Director of Planning & Development, at the telephone number or address identified above.

**Wyoming County, New York**  
**AGRI-BUSINESS DIVERSIFICATION PROGRAM**  
**PREAPPLICATION FORM**

**PART 1. APPLICANT INFORMATION**

Name of Applicant: \_\_\_\_\_  Corporation Year\_\_\_\_ State\_\_\_\_

Business Address: \_\_\_\_\_  Partnership Year\_\_\_\_ State\_\_\_\_

\_\_\_\_\_  L.L.C. Year\_\_\_\_ State\_\_\_\_

Contact Person: \_\_\_\_\_  L.L.P. Year\_\_\_\_ State\_\_\_\_

Federal ID #: \_\_\_\_\_  Cooperative Year\_\_\_\_ State\_\_\_\_

\_\_\_\_\_  Sole Proprietorship Year\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Cell: ( ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

Nature of Existing Core Business: \_\_\_\_\_

\_\_\_\_\_

Ownership (Shareholders / Partners)	% interest	Company Officers	Position

(attach additional listing as necessary)

- Is the company delinquent in the payment of any state or municipal property taxes? Yes No
- Is the company delinquent in the payment of any income tax obligation? Yes No
- Is the company delinquent in the payment of any loans? Yes No
- Is the company currently in default on any of its loans? Yes No
- Are there currently any unsatisfied judgments against the company? Yes No
- Are there currently any unsatisfied judgments against any of the company's principals? Yes No
- Has the company ever filed for bankruptcy? Yes No
- Have any of the company's principals ever personally filed for bankruptcy or in any way sought protection from creditors? Yes No

**If the answer to any of the questions above is "Yes," please provide additional comments in the space below and on additional pages if necessary.**

---



---

<b>PART 2. PROJECT INFORMATION (Attach Additional Sheet if Necessary)</b>
---

Summary project description for developing a new revenue source: \_\_\_\_\_

---



---



---



---

**Estimated Project Costs**

Property Acquisition	\$ _____
New Construction	\$ _____
Renovation	\$ _____
Machinery / Equipment	\$ _____
Furnishings / Fixtures	\$ _____
Fees / Soft Costs	\$ _____
Inventory	\$ _____
Working Capital	\$ _____
_____	\$ _____
_____	\$ _____
Total	\$ _____

**Anticipated Sources of Funds**

Bank	\$ _____
Wyoming County	\$ _____
Equity / Cash	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total	\$ _____

**Selection Criteria**

Describe how your project will address each of the following:

- 1. The manner in which the project will produce a new diversifying revenue source for the business and the extent to which it will increase company revenues and profits and otherwise enhance the core business.

---

---

---

---

---

---

---

---

- 2. The likelihood that the project can be implemented within a reasonable time frame and that the project will be successful. Include the source and level of commitment of all matching funds required to complete the project.

---

---

---

---

---

---

---

---

- 3. The extent to which the project will create new employment opportunities, generate additional sales and/or property taxes, and benefit other Wyoming County businesses through purchases, services, etc.

---

---

---

---

---

---

---

---

### **PART 3. EXHIBITS**

Attach any additional information you feel may be helpful to the review panel in assessing your project. Appropriate attachments would include photos, drawings, brochures, equipment quotes & descriptions, financial projections, etc. that would further describe the new and/or existing business activity.

### **PART 4. DECLARATIONS**

I attest that to the best of my knowledge and belief, the information contained in the foregoing application is correct and true. I am aware that the filing of a false instrument in connection with this application may constitute an attempt to defraud the County of Wyoming and may be a felony under the laws of the State of New York. I agree to abide by the provisions of all applicable local, state and federal laws pertaining to falsification of any item contained herein or fraudulent misrepresentation of my business. I acknowledge that this application is not a legally binding document for purposes of receiving funds.

\_\_\_\_\_  
Name of Applicant Company

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Title

Please submit your completed and signed pre-application to:

Wyoming County Department of Planning and Development  
6470 Route 20A, Suite 4  
Perry, NY 14530-9796

*No person in the United States shall, on the ground of race, color, creed, religion or national origin or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any project assisted with Community Development Block Grant Funds.*