



**Statewide Agricultural Farmers Market Grant Program
Tennessee Agricultural Enhancement Program
Application Guidelines
Fiscal Year 2023**

A. General Information

The purpose of the Statewide Agricultural Farmers Market Grant Program is to increase income to Tennessee farmers by providing assistance for the promotion, marketing, and/or improvement of farmers markets in communities throughout Tennessee.

1. Grants are available to qualified farmers markets in amounts up to \$1500. Some organizations and farmers market entities operate multiple markets/locations. Each market/location is eligible to apply for a \$1500 maximum grant.
2. Funding is limited.
3. Funds are to be used for activities such as advertising, social media promotions, collateral material development, participation in Pick TN Products Conference, or membership in the Tennessee Association of Farmers Markets, etc.
4. Records of expenditures for these activities should be maintained for 5 years for verification purposes.

The Tennessee Department of Agriculture is providing this opportunity through the Tennessee Agricultural Enhancement Program (TAEP). TAEP is a result of the State of Tennessee's commitment to supporting farm development and Tennessee's agricultural community.

Program Timeline

To participate in the Farmers Market Grant Program, all Eligibility Requirements must be met, and all Agreement & Payment Request forms must be received by the Tennessee Department of Agriculture no later than April 15, 2023.

B. Eligibility Requirements

Grant funds are available to Tennessee farmers markets who meet the eligibility requirements below. Grants are not available to individuals. A qualified farmers market must:

1. Be registered on the Tennessee Department of Agriculture's Pick TN Products website.
2. Verify the market's Pick TN Products online listing is correct.
3. Operate at a designated location and at a fixed time.
4. Have five (5) or more farmer producers selling their own agricultural products directly to the consumer.
5. Ensure that farmers market activities meet all state and local building, food safety, and regulatory requirements.
6. Have a formal organized structure (board) or be connected to a local public entity.

C. To participate in the Farmers Market Grant Program, the following steps must be followed:

1. Verify the Pick TN Products listing on www.PickTnProducts.org is correct. If correct, check the correct box on the Agreement & Payment Request form. If corrections are needed, check the corrections needed box and include any needed corrections.
2. Complete the Agreement & Payment Request form.

3. Complete an IRS Form W9 if the market has not received state funding previously. If the address has changed, a new W9 will be required as well.
4. Submit the Agreement & Payment Request form and the IRS Form W9 to the address listed below.
5. The deadline to submit all paperwork is April 15, 2023.

D. Tennessee Department of Agriculture reserves the right to:

1. Consider each funding request on a case-by-case basis.
2. Reject any or all requests.
3. Provide partial funding.
4. Provide funding contingent on receiving additional information from applicant.
5. Require the applicant to work with the Tennessee Department of Agriculture to complete all requirements.
6. Verify funds are utilized for designated purposes.

E. Contact Information

Questions concerning the Farmers Market Grant Program should be directed to:

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