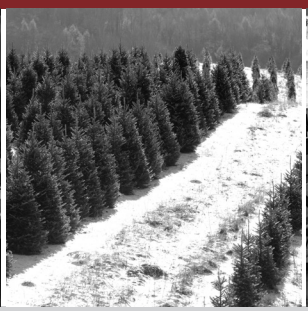
Tennessee Agricultural Enhancement Program



TAEP
Farm Investment Project
Tennessee Agricultural Enhancement Program
TN Department of Agriculture
http://www.tn.gov/taep

2018 Application B

Producer Diversification

Agritourism • Fruit and Vegetable • Honey Bee
Horticulture • Organic • Value-Added Products

Application Period

October 1 – 15, 2018

Application Guide

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TAEP Overview

The Tennessee Agricultural Enhancement Program (TAEP) was established in 2005 to provide cost share dollars to agricultural producers for the purpose of making long-term investments in Tennessee farms and communities. Participation allows producers to maximize farm profits, adapt to changing market situations, improve operation safety, increase farm efficiency, and make a positive economic impact in their communities.

The annual application period is October 1 – 15, 2018. Approval notifications are scheduled to be mailed in mid-December. Program purchases can be made starting October 1, 2018 and must be completed by the program's final reimbursement request deadline. Participants are encouraged to make purchases and submit reimbursement requests in a timely manner to avoid processing delays at deadline time. See p. 3 for Producer Diversification Overview.

Application Period – October 1 – 15, 2018

The 2018 application period is open for two weeks: October 1–15, 2018.

Eligible Purchase Dates

Program purchases can be made starting October 1, 2018 and must be completed by program reimbursement request deadline.

Approval Notification

Approval notifications are scheduled to be mailed in mid-December.

Reimbursement Request Deadlines

The reimbursement request deadline for Producer Diversification is September 1, 2019.

2018 TAEP Application B			
Sector	Reimbursement Maximums*		Reimbursement Request Deadline
	35% Standard Producer	50% Master Producer	
Agritourism Fruit & Vegetable Honey Bee Horticulture Organic Value-Added Products	$10,000	$15,000	September 1, 2019
** Final maximums will be determined based upon overall demand for cost share funding.*			

Producer Diversification Overview

Producer Diversification Overview

The goal of the Producer Diversification program is to encourage agricultural producers to expand or improve their working farm/existing operation through the production of diversified agricultural products. This program provides cost share opportunities for industry sectors of Agritourism, Fruit & Vegetable, Honey Bee, Horticulture, Organic, and Value-Added Products. Project categories include farm infrastructure, marketing, and specialized equipment.

Application Proposal and Budget

The Producer Diversification program requires the applicant to submit an application form and a written proposal using the proposal questionnaire template. The proposal questionnaire template outlines the applicant's agricultural operation(s), previous TAEP history, marketing plan, proposed project(s), line-item project budget(s), and special requirement attendance – if requesting 50% cost share. Written cost estimates from each vendor/supplier are also required with the application proposal. Researching all costs associated with each proposed project is extremely important. Providing a line-item budget allows the review committee to make adjustments to the budget if there are items listed which are not approved. This allows for a partial project approval if needed. Funding allocation is based upon the final approved budget and the cost share percentage requested. Allocation amounts cannot exceed the program maximums.

Applications are competitively evaluated by industry sector according to each individual project. Projects are identified primarily by the sector in which they are eligible.

If approved, the applicant must pay for and complete all approved projects prior to submitting their cost share reimbursement request. Only one reimbursement payment is allowed per program.

Application Evaluation

Applications must merit financial support, clearly state objectives, provide a sound work plan, and prove applicant expertise necessary to successfully complete project(s). Only complete applications that include sufficient information will be considered for evaluation. An onsite visit or meeting may be required as part of the evaluation process.

Proposed activities must:

- Demonstrate significant potential for increasing farm income
- Be market driven and have a viable marketing plan
- Establish something new, not maintain on-going projects
- Meet all state and local food safety and regulatory requirements
- Produce long-term benefits for the farm

Project Examples

Project Description	Sector
Pavilion for farm tours	Agritourism
Commercial tents, tables, chairs	Agritourism
Road sign for operation	Agritourism
Retail shelters for farm produce	Agritourism
Greenhouse for growing vegetables	Fruit & Vegetable
Irrigation for pumpkins	Fruit & Vegetable
Honey processor	Honey Bee

Project Description	Sector
Apiary expansion	Honey Bee
Greenhouse for growing nursery stock	Horticulture
Tree digger	Horticulture
Flail mower	Organic
Roller crimper	Organic
Processing equipment	Value-Added Products
Walk-in freezer for farm-fresh meats	Value-Added Products

Standard Producer (35%) and Master Producer (50%)

Each sector allows for two cost share percentage options – 35% and 50%. All approved applicants are eligible for 35% (Standard Producer) cost share. To be eligible for 50% (Master Producer), the approved applicant must complete the special requirements for the sector in which their project is eligible. Special requirements focus on education and include conferences, courses, events, workshops, and specific certifications. Attendance is verified and the registered name must match the approved applicant to be eligible for 50% cost share.

Eligibility Requirements

To be eligible for TAEP cost share, applicant must:

1. Be a citizen of the United States of America or lawfully present in the United States.
2. Be a Tennessee resident operating a farm located in Tennessee.
3. Be at least 18 years old during the application period.
4. Have a working farm/existing agricultural operation in order to be competitive.
5. Have filed a Federal IRS Schedule F (Form 1040), Profit or Loss from Farming, within the last two years (2016 or 2017).

Applicant will not be required to submit a copy of their Schedule F at the time of application. However, applicant may be asked to submit a copy of their Schedule F prior to TAEP approval to verify their farming operation. If your operation does not file a Schedule F, please contact TAEP about alternate documentation to verify farming status.

IMPORTANT

Certifications, permits, and other priority requirements as specified by program must be completed by the applicant. No substitutions allowed.

Tennessee Department of Agriculture may:

- Accept, modify, or reject any or all requests.
- Modify program criteria, approval, and payment processes.
- Provide partial funding for specific activity components that may be less than the full amount requested.
  - Require additional information from the applicant.
  - Deny payments for projects that do not meet requirements.

Pick TN CONFERENCE

FRANKLIN 2019

February 21-23, 2019

www.picktnconference.com

Save the date...don't miss this opportunity to participate in educational sessions, tradeshow and networking with producers from across the state.

There's no such thing as "just a farmer." A farmer is a lot of things: business executive, scientist, educator, mechanic, market analyst, publicist, conservationist and community leader. To know everything a farmer needs to succeed year to year, it would help to be a magician, too!

The Pick TN Conference gives Tennessee farmers their best opportunity to explore the latest information and access the best resources for every facet of modern farm life, all in one event. Whether you grow an orchard, flowers, a corn maze, wine grapes, acres of produce, or manage a farmers market, you can leave the Pick TN Conference with a whole new bag of tricks to make 2019 your best year ever.

Program Requirements

Application

1. Applications must be submitted during the application period October 1 – 15, 2018.
   - Applications may be submitted by one of the following methods:
     - Mail – Applications must have a postmark date ranging from October 1 – 15, 2018.
     - Hand delivery to TDA, Holeman Building, 424 Hogan Road, Nashville, TN 37220 between October 1 – 15, 2018 during normal business hours.
   - Applications will not be accepted if faxed or emailed.
   - Applications are ineligible if postmarked or received prior to October 1 and after October 15, 2018.

2. Application B cost share requests are evaluated on a competitive basis by industry sector.

3. Applicants may only submit one Application B per Federal IRS Schedule F, per person, per application period.

4. Applicant will be notified in writing of approval or disapproval. Approvals will be mailed mid-December.

5. Reimbursement packet supersedes all information printed in the application booklet.

Reimbursement

1. Receipts dated prior to October 1, 2018 are not eligible.

2. Receipts for in-kind services are not eligible (trade-in value is not eligible).

3. Used equipment, used materials, and leased equipment are not eligible for cost share reimbursement.

4. Labor provided by applicant is not eligible for cost share reimbursement.

5. Applicant cannot be reimbursed for purchases from a business where applicant participates in ownership (producer cooperatives excluded).

6. Applicants cannot combine projects with other applicants and submit more than one reimbursement for the same item.

7. Reimbursement documentation must be postmarked or hand delivered by the reimbursement request deadline. Additional processing time is required for incomplete reimbursement requests and requests submitted within one month of the program deadline. It is recommended that you submit your reimbursement request as soon as your project is completed.

8. There can only be one reimbursement payment per cost share approval. Projects must be completed by reimbursement request deadline.

9. Falsifying applications, invoices, or other documents submitted to TDA may make producer and farm ineligible to participate in present and/or future TDA programs, and may result in civil litigation or criminal prosecution.

Verification

1. Applicant must utilize equipment and structures reimbursed with cost share funds for the intended purpose of the program for a minimum of three continuous years from date of purchase.

2. Site visits relating to the performance of the activity before, during, and after completion may take place.

3. Applicants may be required to repay funds if they fail to comply with all aspects of the cost share guidelines.

Agritourism Sector

Who is an Agritourism Producer?

For the purposes of TAEP, an eligible Agritourism working farm offers on-the-farm experiences relating to production agriculture for a fee and is aimed at increasing profitability of the operation.

- Farm education (tours of production agriculture)
- Farm activities (pick your own, fee-fishing)
- Farm fun (corn maze, hayrides)
- Farm purchases (retail sales of farm's agricultural products)

Agritourism Producer Cost Share Opportunities

Standard Producer – 35% Cost Share - $10,000 Maximum

All approved applicants with Agritourism projects are eligible for 35% cost share. There are no special requirements for 35% cost share.

Master Producer – 50% Cost Share - $15,000 Maximum

To be eligible for 50% cost share, approved applicant must complete special requirements prior to the program reimbursement request deadline of September 1, 2019. The name registered for the special requirement must be the same name as the individual applying for cost share funding.

Special Requirements for 50% Cost Share

1. Pick Tennessee Conference/Tennessee Agritourism Conference – must attend
2. Sector eligible educational course – must attend (1)

- Applicant must have participated in special requirements from 2015 – 2019.
- Visit www.tn.gov/taep for:
  - Producer Diversification Special Requirements List – to view a list of eligible courses and events by sector.
  - Producer Diversification Special Requirements Calendar – to view upcoming special requirements courses and events.

What Agritourism Projects Qualify for TAEP?

The proposed activity/project must encompass quality expansion or improvement of the applicant's farm and business. The eligible categories are: farm infrastructure, specialty equipment, and marketing. Examples of eligible and ineligible items are provided on p. 7.

Competitive Projects - Agritourism

- Emphasis is given to projects that focus on long-term public use considerations which increase opportunities for profitability.
- Marketing projects that are long-term in nature and enhance outreach of the farm to the public are encouraged.
- Preference will be given to projects that focus on agricultural education and production over agricultural entertainment. Examples of agricultural entertainment include weddings, concerts, bed and breakfasts, trail rides, playgrounds, etc.

Agritourism Sector

Eligible Agritourism Items

DVD – educational, not for resale
Hand washing stations
Handicap accessible areas*
Hayride wagon – safety or education
Lighting – public areas
Parking areas (new) – include dimensions and # of parking spots to be created
- Gravel or pavement
- Geotextile preferred for gravel

Pavilions – educational
Public address (PA) systems – safety or educational
Restroom facilities*
Retail shelters*
Safe way areas*
Seating
Security camera system
Signs*
Tables
Tents
Website development – see ineligible

- Not all eligible items are listed; please contact the Producer Diversification Coordinator for project eligibility or clarification prior to applying for TAEP cost share.
- All eligible items requested may not be approved due to the competitive evaluation of the program.

** Include dimensions and designs with project proposal.*

Ineligible Agritourism Items – Most commonly requested

Advertising
Alarm/security systems
Arena/Barn – livestock, storage
Bed & Breakfast projects
Brochures
Building – storage
Building – show facility
Cash register/point of sale system
Computers
Concession stands/kitchens
Containers – bottles, pots, packaging
Driveways, trails, paths, roads, etc.
Electrical consumption
Fees – membership
Fencing
Flyers – promotional
Fuel
General inputs
Giveaway items
Golf Carts
Landscaping
Land – clearing of
Livestock
Maintenance of – existing structures, gravel projects, equipment, items, parking lots, etc.
Meeting expenses
Merchandise
Motorized vehicles – ATV, forklift, tractor
Motorized rides
Office equipment
Permits
Playground equipment
Printing
Product development
Property – purchase or debt payment
Renovations of existing structures
Replacing existing equipment, items etc.
Salaries, wages, benefits
Software
Store – for resale of goods
Trade show expenses
Trailers – livestock
Used equipment
Water source creation – ponds/wells
Website – annual or hosting fees

Fruit and Vegetable Sector

Who is a Fruit and Vegetable Producer?

For the purposes of TAEP, an eligible Fruit and Vegetable operation is involved in the production of produce for sale and is aimed at increasing profitability of the operation.

- Fruit and vegetable grower
- Pumpkin producers
- Viticulture – grape production only

Fruit and Vegetable Producer Cost Share Opportunities

Standard Producer – 35% Cost Share - $10,000 Maximum

All approved applicants with Fruit & Vegetable projects are eligible for 35% cost share. There are no special requirements for 35% cost share.

Master Producer – 50% Cost Share - $15,000 Maximum

To be eligible for 50% cost share, approved applicant must complete special requirements prior to the program reimbursement request deadline of September 1, 2019. The name registered for the special requirement must be the same name as the individual applying for cost share funding.

Special Requirements for 50% Cost Share

Option 1: Fruit & Vegetable producers

1. Pick Tennessee Conference (previously Tennessee Horticultural Expo) – must attend
2. Sector eligible educational course – must attend (1)

- Applicant must have participated in special requirements from 2015 – 2019.
- Visit www.tn.gov/taep for:
  - Producer Diversification Special Requirements List – to view a list of eligible courses and events by sector.
  - Producer Diversification Special Requirements Calendar – to view upcoming special requirements courses and events.

Option 2: Good Agricultural Practices (GAP)

Applicant must have GAP certification and current letter of compliance at time of reimbursement.

What Fruit and Vegetable Projects Qualify for TAEP?

The proposed activity/project must encompass quality expansion or improvement of the applicant's farm and business. The eligible categories are: farm infrastructure, specialty equipment, and marketing. Examples of eligible and ineligible items are provided on p. 9.

Competitive Projects - Fruit and Vegetable

- Priority is given to projects that focus on improving or increasing production.
- Marketing projects that are long-term in nature are allowed but are not considered as competitive as those involving production.

Fruit and Vegetable Sector

Eligible Fruit and Vegetable Items

Apple/peach liners
Bladder press – viticulture
Crusher/destemmer
Cold storage*
- Chilling units – not for AC units
- Freezer
- Walk-in cooler

Fan – greenhouse
Fertilizer equipment
Field planter
Fruit stock
- Apples
- Blackberries
- Blueberries
- Grapes
- Peaches
- Raspberries

Gravel*
- Foundation
- Propagation area
- Geotextile

Hand washing stations for workers
Harvest bins/lugs
Greenhouse*
- Hydroponic
- Overwintering
- Production
- Shade system

Heater – greenhouse
High tunnel/hoop-house*
Irrigation
- Controller system
- Fertigation system
- Filter system
- Frost protection
- Overhead
- Pivot
- Pond liner
- Pump
- Storage tanks

Lighting – not for aesthetics
- Greenhouse*
- Pavilion/retail shelter*

Loading area/dock*
Mechanical harvesters
Mulch machine
Must pump – fruit juices only
Packing facility*
- Structure
- Electrical
- Plumbing
- Packing line/washing equipment

Permanent restroom facilities for workers
- Standalone structure from packing facility
- Sinks/toilets
- Electrical
- Plumbing

Pest control
- Bird control netting
- Sprayer
- Wildlife barriers

Plastic mulch layer/lifter
Plastic pallets (food grade only)
Production line equipment
Pruner – mechanical
Signs*
Sink – produce washing
Soil mixer
Spray equipment
Sprayer
Thermostat – greenhouse
Trellis materials – berries and vines
Vineyard hoe
Website development – see ineligible items
Wood boiler

- Not all eligible items are listed; please contact the Producer Diversification Coordinator for project eligibility or clarification prior to applying for TAEP cost share.
- All eligible items requested may not be approved due to the competitive evaluation of the program.

** Include dimensions and designs with project proposal.*

Ineligible Fruit and Vegetable Items – Most commonly requested

Advertising
Alcohol production equipment
Brochures
Building – storage
Chemicals
Computers
Concession stands/kitchens
Containers – bottles, pots, packaging
Drip tape
Driveways, trails, paths, roads, etc.
Electrical consumption
Fees – membership
Fencing
Fertilizer
Fuel
Giveaway items
Golf cart
Hand Tools
Insecticides
Labor – applicant
Landscaping
Land – clearing of
Maintenance of existing structures, equipment, items, etc.
Meeting expenses
Merchandise
Motorized vehicles – ATV, forklift, tractor
Mower
Office equipment
Permits – or certifications
Pesticides
Plants – liners/plugs
Product development
Property – purchase or debt payment
Renovations of existing structures
Seeds – produce, nursery, flowers, etc.
Software
Store – general
Trade show expenses
Trailers – livestock
Used equipment
Water source creation – ponds, wells
Website – annual or hosting fees
Winemaking equipment

Honey Bee Sector

Who is a Honey Bee Producer?

For the purposes of TAEP, an eligible Honey Bee producer must meet the minimum requirements of beekeeping experience and number of existing colonies as outlined below in Honey Bee Applicant Requirements.

Honey Bee Applicant Requirements

Experience

- Minimum experience of five (5) years and current ownership of at least fifteen (15) colonies is required to participate.
- Minimum experience of five (5) years and current ownership of at least thirty (30) existing colonies is required to request cost share for construction of a TDA licensed and inspected Honey Processing Facility.
- Applicant must report experience and number of hives in application proposal to be eligible.
  - If the applicant has assisted other beekeepers and mentors in working directly with bees, he or she may count this hands-on experience toward the requirements. The applicant must list the beekeeper's name, contact information, and length of time spent assisting this beekeeper for this experience to be considered.
  - There is not a year requirement for ownership of hives but applicants must own required number of hives at time of application.

TDA Consumer & Industry Services Division

- Apiaries must be registered with the State of Tennessee by the time of the application period (October 1 – 15, 2018). Contact TDA State Apiarist at 615-837-5342 for more information.
- If you pack or sell more than (150) gallons of honey per year, you must be licensed and inspected by the State of Tennessee as a food manufacturing facility. Contact TDA Consumer & Industry Services Division at 615-837-5153 for more information.

Honey Bee Producer Cost Share Opportunities

Standard Producer – 35% Cost Share - $10,000 Maximum

All approved applicants with Honey Bee projects are eligible for 35% cost share. There are no special requirements for 35% cost share.

Master Producer – 50% Cost Share - $15,000 Maximum

To be eligible for 50% cost share, approved applicant must complete special requirements prior to the program reimbursement request deadline of September 1, 2019. The name registered for the special requirement must be the same name as the individual applying for cost share funding.

Special Requirements for 50% Cost Share

UT Master Beekeeper Program – certificate must be **current** at time of reimbursement to be eligible for 50% cost share

- **Recertification is required if course was completed prior to 2015.**
- Certificate must be in the name of the applicant applying for cost share funding.
- Contact your local UT Extension Agent if you are unsure the year your master certificate was issued.
- Visit bees.tennessee.edu or call 865-974-0209 for more information about this program.

What Honey Bee Projects Qualify for TAEP?

The proposed activity must encompass quality expansion or improvement of pollination or honey production. The eligible categories are: apiary expansion, honey processing equipment, pollination services, and honey processing facility. Examples of eligible and ineligible items are provided on p. 11.

Competitive Projects - Honey Bee

- Priority is given to projects that focus on improving or increasing production of honey, bees, or hive related products.
- Priority is given to proposals with a well-developed marketing strategy.

Honey Bee Sector

Eligible Honey Bee Items

Apiary Expansion

Beekeeping supplies
- Queens: one per new hive – re-queening of existing hives is not eligible
- Package bees
- Nucleus colonies – honey bees & boxes

Hive or super equipment
- Deep supers – hive bodies 9 5/8"
- Illinois, Western, Medium supers 6 5/8"
- Shallow supers 6 1/4"

Frames
- Deep supers – hive bodies 9 5/8"
- Illinois, Western, Medium supers 6 5/8"
- Shallow supers 6 1/4"

Foundation wax
- Deep supers – hive bodies 9 5/8"
- Illinois, Western, Medium supers 6 5/8"
- Shallow supers 6 1/4"

Hive accessories
- Telescoping covers, Western, or flat covers
- Bottom boards
- Division board feeders
- Entrance feeder
- Top feeders
- Queen excluders
- Entrance reducers
- Metal frame spacers
- Metal rabbets
- Eyelets
- Frame wire
- Pollen traps

Honey Processing Equipment

Band heaters
Bottling bucket kit
Capping scratchers
Containers – 5 or more gallons and usually stainless steel
Drum handling truck
Extractors – motorized recommended
Gates for honey storage
Honey bottling valve
Honey dispensing tanks
Honey filter
Honey refractometer
Immersion heaters
Strainers
Un-cappers
Uncapping knives
Wax melters

Pollination Services

All items and equipment listed in above sections are also eligible under the pollination services.
Trailers – size cannot be larger than needed for the number of colonies.

Honey Processing Facility*

Building materials to construct a licensed facility.
Labor is only eligible for infrastructure projects. In order to be eligible for cost share reimbursement, labor must be quoted and performed by a contractor.

- Not all eligible items are listed; please contact the Producer Diversification Coordinator for project eligibility or clarification prior to applying for TAEP cost share.
- All eligible items requested may not be approved due to the competitive evaluation of the program.

** Include dimensions and designs with project proposal.*

Ineligible Honey Bee Items – Most commonly requested

Bee brush
Bee escapes
Bee go – product for moving bees out of supers
Bee hats
Beekeeping gloves
Bees for resale
Beetle boards
Brood builder
Comb cutters
Corn syrup
Coveralls
Diagnostic kits
Electric embedder
Equipment for resale
Frame/form board
Frame cleaner
Frame grip(s)
Frame fixers
Frame holders
Frames for resale
Frame spacing tool
Fume boards
Grafting tools
Hive tools
Honey containers
Jars and caps
Labels
Mailing cages
Maxant hive tools
Medications
Packaging
Plastic queen cell cups
Observation hives
Queen cell protectors
Queen clipping scissors
Queen paint markers
Replacement of equipment/bees/existing items or structures
Ross rounds
Section scraping tools
Small hive beetle traps
Smokers
Smoker bellows
Smoker materials
Sting kill swabs
Sugar
Swarm traps
Sweat bands
Used equipment
Used materials
Veils

Horticulture Sector

Who is a Horticulture Producer?

For the purposes of TAEP, an eligible Horticulture operation is involved in the production of tree/plant stock for sale and is aimed at increasing profitability of the operation.

- Tree farms
- Nurseries
- Plant farms

Horticulture Applicant Requirements

Experience

- The applicant's business must produce the majority of their plants from seed or cutting to finished product.
  - Businesses who make the majority of their gross sales from plants purchased for resale are not eligible.

TDA Consumer & Industry Services Division

- Producers must meet all state and local regulatory requirements at time of application submission (October 1 – 15, 2018).
- Applicants producing nursery stock, greenhouse plants, turf grass, etc. must be licensed by the State of Tennessee.
  - Contact the TDA Consumer and Industry Services Division at 615-837-5137 for more information on required permits.

Horticulture Producer Cost Share Opportunities

Standard Producer – 35% Cost Share - $10,000 Maximum

All approved applicants with Horticulture projects are eligible for 35% cost share. There are no special requirements for 35% cost share.

Master Producer – 50% Cost Share - $15,000 Maximum

To be eligible for 50% cost share, applicant must complete special requirements prior to the program reimbursement request deadline of September 1, 2019. The name registered for the special requirement must be the same name as the individual applying for cost share funding.

Special Requirements for 50% Cost Share

UT Master Nursery Producer Program (TMNP) – certificate must be **current** at time of reimbursement to be eligible for 50% cost share

- **Recertification is required if course was completed prior to 2015.**
- Certificate must be in the name of the applicant applying for cost share funding.
- Contact your local UT TMNP Coordinator's office at 865-974-7152 if you are unsure the year your master certificate was issued.
- Visit www.tnmasternursery.com for more information about this program.

What Horticulture Projects Qualify for TAEP?

The proposed activity/project must encompass quality expansion or improvement of the applicant's farm and business. The eligible categories are: farm infrastructure, specialty equipment, and marketing. Examples of eligible and ineligible items are provided on p. 13.

Competitive Projects - Horticulture

- Priority is given to projects that focus on improving or increasing production.
- Marketing projects that are long-term in nature are allowed but are not considered as competitive as those involving production.

Horticulture Sector

Eligible Horticulture Items

Aeration system – flowers
Cold frames*
Cold storage*
- Walk in cooler
- Components

Container production area*
Drying house – flowers*
Fan – greenhouse
Fertilizer equipment
Field planter
Gravel – geotextile preferred
- Foundation*
- Propagation area*
- Container production

Greenhouse *
- Covering
- Overwintering
- Shade system
- Structure

Heater – greenhouse
High tunnel/hoop house*
Irrigation
- Controller system
- Drip
- Filter system
- Overhead
- Pivot
- Pond liner
- Pump

Lighting – not for aesthetics
- Greenhouse*

Loading area/dock*
Packing facility*
Packing line equipment
Potting building*
Potting wagon
Propagation building*
Propagation mats
Rolling carts
Sod harvester
Soil mixer
Spray equipment
Sprayer
Thermal tag printer – horticulture only
Thermostat – greenhouse
Tree baler – standing
Tree claw
Tree lifter/shaker
Tree hauling wagons
Tree spade
Tree transplanter
Tree trimmer
Water level control
Water storage tanks
Website development – see ineligible
Wood boiler

- Not all eligible items are listed; please contact the Producer Diversification Coordinator for project eligibility or clarification prior to applying for TAEP cost share.
- All eligible items requested may not be approved due to the competitive evaluation of the program.

** Include dimensions and designs with project proposal.*

Ineligible Horticulture Items – Most commonly requested

Advertising
Brochures
Building – storage
Catalogs
Chemicals
Computers
Containers – bottles, pots, packaging
Driveways, trails, paths, roads, etc.
Electrical consumption
Fees – membership
Fencing
Fertilizer
Fuel
Giveaway items
Golf cart
Insecticides
Labor – applicant
Landscaping
Land – clearing of
Livestock
Maintenance of existing structures, equipment, items, etc.
Meeting expenses
Merchandise
Motorized vehicles – ATV, forklift, tractor
Mower
Office equipment
Permits
Pesticides
Plants – liners/plugs
Product development
Property – purchase or debt payment
Renovations – of existing structures
Seeds – produce, nursery, flowers, etc.
Software
Solar power equipment
Store – general
Trade show display and expenses
Trailers – livestock
Used equipment
Water source creation – ponds/wells
Website – annual, domain, or hosting fees

Organic Sector

Who is an Organic Producer?

For the purposes of TAEP, an eligible organic operation is involved in the production and sale of certified USDA Organic products (fruits, vegetables, and meats) and is aimed at increasing profitability of the operation. Applicant must be certified USDA Organic or working towards certification to qualify. Certification must be current at the time of reimbursement request.

- Organic fruit producer
- Organic viticulture producer
- Organic vegetable producer
- Organic farm fresh meat producer

Organic Producer Cost Share Opportunities

Standard Producer – 35% Cost Share - $10,000 Maximum

All approved applicants with Organic projects are eligible for 35% cost share. There are no special requirements for 35% cost share.

Master Producer – 50% Cost Share - $15,000 Maximum

To be eligible for 50% cost share, applicant must complete special requirements prior to the program reimbursement request deadline of September 1, 2019. The registered name for the certificate/letter must be the same name as the individual applying for cost share funding.

Special Requirements for 50% Cost Share

USDA Organic Certification – applicant must be certified USDA Organic (certificate and current letter of compliance) at time of reimbursement to be eligible for 50% cost share.

— See p. 25 for organic certification agencies contacts near Tennessee.

What Organic Projects Qualify for TAEP?

The proposed activity/project must encompass quality expansion or improvement of the applicant's farm and business. The eligible categories are: farm infrastructure, specialty equipment, and marketing. Examples of eligible and ineligible items are provided on p. 15.

Competitive Projects – Organic

- Priority is given to projects that focus on improving or increasing production.
- Marketing projects that are long-term in nature are allowed but are not considered as competitive as those involving production.

TAEP staff will coordinate with UT Extension and USDA to verify organic compliance. Applicants need to send a copy of their USDA Organic certificate and most current letter of compliance for TAEP records.

Organic Sector

Eligible Organic Items

Fan – greenhouse
Fertilizer equipment
Field planter
Flail mower
Fruit stock
- Apples
- Blackberries
- Blueberries
- Peaches
- Grapes
- Raspberries

Gravel – geotextile preferred
- Foundation
- Propagation area

Greenhouse*
- Structure
- Hydroponic
- Overwintering
- Shade system

Heater – greenhouse
High tunnel/hoop house*
Irrigation
- Controller system
- Drip
- Filter system
- Overhead
- Pivot
- Pump
- Water level control
- Water storage tanks

Lighting – not for aesthetics
- Greenhouse

Loading area/dock*
Mulch machine
Mulch layer/lifter
Packing facility*
Packing line equipment
Pond liner – irrigation system
Production line equipment
Roller crimper
Signs*
Sink – produce washing
Soil mixer
Spader
Spray equipment
Sprayer
Thermostat – greenhouse
Trellis materials
Walk in cooler*
Website development – see ineligible
Wood boiler

- Not all eligible items are listed; please contact the Producer Diversification Coordinator for project eligibility or clarification prior to applying for TAEP cost share.
- All eligible items requested may not be approved due to the competitive evaluation of the program.

** Include dimensions and designs with project proposal.*

Ineligible Organic Items – Most commonly requested

Advertising
Alcohol production equipment
Brochures
Building – storage
Certifications through TDA
Chemicals
Computers
Containers – bottles, pots, packaging
Drip tape
Driveways, trails, paths, roads, etc.
Electrical consumption
Fees – membership
Fencing
Fertilizer
Fuel
Giveaway items
Golf cart
Insecticides
Labor – applicant
Landscaping
Land – clearing of
Livestock
Maintenance of existing structures, equipment, items, etc.
Meeting expenses
Merchandise
Motorized vehicles – ATV, forklift, tractor
Mower
Office equipment
Permits
Pesticides
Plants – liners/plugs
Product development
Property – purchase or debt payment
Renovations – of existing structures
Seeds – produce, nursery, flowers, etc.
Software
Store – general
Trade show expenses
Trailers – livestock
Used equipment
Water source creation – ponds/wells
Website – annual, domain, or hosting fees

Value-Added Products Sector

Who is a Value-Added Products Producer?

For the purposes of TAEP, an eligible Value-Added business produces products for sale that use raw foods or fibers produced by their agricultural operation. Applicants must use agricultural products that have been grown on their farm as primary source of the value-added product. Businesses within the sector include a variety of products such as:

- Cheese
- Clothing
- Crafts
- Farm fresh meats
- Ice cream
- Jams
- Jellies
- Relishes
- Salsa
- Other

TDA Consumer & Industry Services Division Requirements

- Applicants producing processed foods, meats, dairy, and related products must be licensed and inspected by the State of Tennessee as a food manufacturing facility if applicable.
- Contact the TDA Consumer and Industry Services Division at 615-837-5177 for more information on state regulations.

Value-Added Products Producer Cost Share Opportunities

Standard Producer – 35% Cost Share - $10,000 Maximum

All approved applicants with Value-Added Products projects are eligible for 35% cost share. There are no special requirements for 35% cost share.

Master Producer – 50% Cost Share - $15,000 Maximum

To be eligible for 50% cost share, applicant must complete special requirements prior to the program reimbursement request deadline of September 1, 2019. The name registered for the special requirement must be the same name as the individual applying for cost share funding.

Special Requirements for 50% Cost Share

Value-Added Educational Courses – applicant must attend (2) eligible special requirements courses

- Applicant must have participated in special requirements from 2015 – 2019.
- Visit www.tn.gov/taep for:
  - Producer Diversification Special Requirements List – to view a list of eligible courses and events by sector
  - Producer Diversification Special Requirements Calendar – to view upcoming special requirements courses and events

What Value-Added Projects Qualify for TAEP?

The proposed activity/project must encompass quality expansion or improvement of the applicant's farm and business. The eligible categories are: farm infrastructure, specialty equipment, and marketing. Examples of eligible and ineligible items are provided on p. 17.

Competitive Projects – Value-Added Products

- Priority is given to projects that focus on improving or increasing production.
- Producers that are producing 100% of the raw food or fiber product(s) to be used in their value-added enterprise are given priority over off-farm sourcing of raw product.
- Marketing projects are allowed but are not considered as competitive as those involving production.

Value-Added Products Sector

Eligible Value-Added Items

Cold storage*
E-Commerce development
Freezers*
- Walk-in
- Chest

Hand washing areas* – for food safety
Loading dock*
Packaging equipment
Pasteurizers
Processing areas*
Processing equipment
Range/stove
Refrigerators
Refrigerated trailers (trailer only)
Retail shelter*
Website development – see ineligible

- Not all eligible items are listed; please contact the Producer Diversification Coordinator for project eligibility or clarification prior to applying for TAEP cost share.
- All eligible items requested may not be approved due to the competitive evaluation of the program.

** Include dimensions and designs with project proposal.*

Ineligible Value-Added Items – most commonly requested

Advertising
Alcohol production equipment
Brochures
Building – storage
Chemicals
Computers
Containers – bottles, pots, packaging
Driveways, trails, paths, roads, etc.
Electrical consumption
Fees – membership
Fencing
Fertilizer
Fuel
Giveaway items
Golf cart
Ingredients
Items for resale
Labels
Labor – applicant
Landscaping
Land – clearing of
Livestock
Maintenance of existing structures, equipment, items, etc.
Merchandise
Motorized vehicles – ATV, forklift, tractor
Office equipment
Permits
Product development
Property – purchase or debt payment
Renovations – of existing structures
Rent
Software
Store – general
Trailers – livestock
Used equipment
Water source creation – ponds/wells
Website – annual, domain, or hosting fees

Preparing Application B

Things to Consider Before Applying

Know what to expect

Read the Producer Diversification Overview (p. 3) which highlights the key aspects of the program.

Determine if you are eligible to apply

Basic eligibility requirements and rules are featured on pp. 4 & 5. Review criteria for each sector. Each sector has a definition of who qualifies as a producer and sector specific applicant requirements.

Determine if there is opportunity within this cost share program for your operation

One key element of this program is that it allows the producer to customize their project(s) according to the needs of their operation. Think about what improvement or expansions are needed to assist in increasing your farm income. Determine if this project is eligible for cost share within the program guidelines.

If the project is eligible, research the cost of the project and decide if your operation can afford to do this project. Your project may be eligible for cost share if approved, but the financial liability of completing the project is your responsibility. Approved projects must be completed prior to requesting reimbursement. **Cost share funding is not provided prior to project completion.**

The program timeline is another factor to consider. You will apply for cost share during the application period (October 1 – 15, 2018). Approval notifications will be announced in December. If you plan to complete the project regardless of whether it is approved for cost share, the earliest you may start your project is October 1, 2018. Invoices dated **prior** to October 1, 2018 are not eligible per TAEP Reimbursement Rule 1.

The reimbursement request deadline is September 1, 2019. Your approved project(s) must be fully completed and reimbursement materials submitted by this date (postmark or hand delivered) to be considered for cost share funding. **It is recommended you submit your reimbursement request as soon as your project is complete.** It is not necessary to wait until the reimbursement request deadline. Processing payments can take longer at deadline time due to the high volume of requests received.

Make the most of application tools to maximize your chances of approval

This program is competitive by industry sector. Each application will be reviewed by a committee and compared to other proposals within each sector. Your ability to describe your operation and justify how your project(s) will benefit your operation is important to increasing your chances of approval.

It is recommended to request the proposal questionnaire template (see p. 19 – required materials). This template provides the format and questionnaire required for your proposal. The proposal instructions (pp. 20 – 22) give key points to address within each question. Remember that the proposal is your opportunity to share who you are, what you do, and how your operation will benefit from cost share assistance.

Provide a comprehensive, yet concise, answer on each section of the questionnaire. Research all project costs and provide cost sources along with cost estimates. **Incomplete information is the number one reason for not receiving cost share funds.** Ask someone to review your application materials for completeness. Please note that TDA staff cannot review proposals prior to submission.

Communication is the key to success. Please contact TAEP directly if you have any questions or concerns. The reference list on p. 25 provides additional resources.

Preparing Application B

Required Application Materials

1. Application B Form (pp. 23 – 24)

- Complete all sections of the form, date, and sign
- Special requirements for 50% cost share must be in the name of the individual applying for cost share

2. Proposal (pp. 20 – 22)

- Download a copy of the application proposal template online at www.tn.gov/taep (go to Producer Diversification under Producer Programs). A copy may also be requested by emailing **producer.diversification@tn.gov**.

  This template provides the required format for preparing your written proposal. It outlines your agricultural operation(s), previous TAEP history, marketing plan, proposed project(s), line-item project budget(s), and participation in special requirements – if requesting 50% cost share.

3. Project cost quotes

- Research all costs associated with each project
- Secure cost quotes for each project request
- Outline project costs in a line-item budget format

  Providing a line-item budget allows the review committee to make adjustments to the budget if there are items listed which are not approved. This allows for a partial project approval – if needed. Funding allocation is based upon the final approved budget and the cost share percentage requested. Allocation amounts cannot exceed the program maximums.

4. Other support materials – if applicable

- Designs – required for infrastructure projects; include dimensions
- Pictures – "before" pictures are helpful to illustrate why improvement is needed

How to Submit

Make a copy of your application materials for your records and submit the original by hand delivery or mail.
Please consider using a traceable method of delivery if mailing your application. For example, USPS Certified Mail with Return Receipt method will provide the sender with evidence of delivery (to whom the mail was delivered and date of delivery).

Hand Delivery

Applications may be hand delivered to the TAEP office, which is located in the Holeman Building at the Ellington Agricultural Center. The physical address is: 424 Hogan Rd., Nashville, TN 37220.

Mailing Address

TN Dept of Agriculture
Attn: TAEP 2018 - B
P.O. Box 40627
Nashville, TN 37204

Application B - Proposal Instructions

• It is strongly recommended to submit your proposal and budget in the format outline presented below.
• Download a copy of the application proposal online at www.tn.gov/taep (go to Producer Diversification under Producer Programs). A copy may also be requested by emailing **producer.diversification@tn.gov**.

2018 Producer Diversification Proposal Questionnaire

1) Describe your agricultural operation

a. Farm/business name

b. Give a brief description of your operation, the services/products it provides and how it impacts your income.

c. Briefly describe the goals you have for this operation – short-term (3 yrs) and long-term (5 yrs).

Include formal business plan if available.

d. Industry sector(s)

e. History
- Describe when and how your operation began
- Include years of experience in various industry sectors, especially the sector you are applying for cost share
- Explain any expansions and/or downsizing – past, present, future

f. Staff – include paid full, part-time, and seasonal

Describe staff involvement – special skills, knowledge, and experience within the operation.

g. Current facilities of your operation – e.g. existing structures, parking, restrooms, flooring, lighting, climate control, handicap accessibility, permanent signage, etc.

h. Agriculture production on the farm
- Number of acres and types of products produced
- Type and number of livestock

Honey production – include number of hives, years of beekeeping experience, and total pounds of honey production each year from producing colonies

i. Sales income from this operation for the past three years (2015, 2016, 2017)
- Primary sector income
- Income generated from production agriculture crops and/or livestock raised on your farm
- Income generated from other farm products, services, and events

2) Indicate if you have applied for TAEP cost share previously using the format below

TAEP History				
Year Applied	**Program**	**Project Description**	**Approval Status**	**$ Allocated**
2017	Producer Diversification	(2) Hoop houses	Approved	$8,000
2014	Livestock Equipment	Handling equipment	Approved	$3,500
2011	Producer Diversification	Irrigation	Approved	$3,400
2007	Genetics	Bull	Approved	$700

Application B - Proposal Instructions

3) Describe your proposed cost share project(s)

a. List each proposed project in detail.

Include what the proposed project is and what products or services will be provided using that project.

b. Explain how each project (separately) will improve or expand your operation.

Explanation must provide adequate detail as to how the project will increase your operation's ability to generate income.

c. List the projected increase in annual income generated for the next three years (2019, 2020, 2021) as a result of each project.

The projected increase is the amount you expect income to increase as a result of that project specifically. Do not list the projected total income from your entire operation.

d. Is this projected income feasible enough to justify the total project cost? Please explain.

e. Indicate whether you had any help in planning this project from your county extension agent, industry expert, specialized group, or association etc.

f. In a month to month timeline, outline "realistic" steps required for completing your project(s) by the program deadline September 1, 2019.

e.g. March – purchase greenhouse materials; April – materials delivered; May – concrete slab poured then construct greenhouse; July – complete project

4) Summarize your marketing plan for your operation.

a) Specify how you promote your operation.

Elaborate on specific activities you utilize in your promotions. (e.g. auctions/organized sales, brochures, websites, radio, television, flyers, banners, e-commerce, print media, social media, etc.)

b) Explain how and where your products are currently being sold or will be sold.

List different outlets where your products are sold (wholesale, retail farm stand, farmers markets, etc.)

c) Describe your competitive advantage over similar operations and what sets your product/service apart from other local or regional competitors.

This is an important business concept. Explain why customers buy your product(s)/service(s). (e.g. price, convenience, product differentiation, etc.)

Application B - Proposal Instructions

5) Provide a detailed, line-item budget, along with cost quotes, for each proposed project using the format presented below.

Any purchase made prior to October 1, 2018 is not eligible for cost share. Used equipment, used materials, and leased equipment are not eligible.

- Research all costs associated with each project.
- List each item and its cost on a separate line. Provide the source of the cost quote with complete contact information and written cost estimate for all materials needed for each project.
- All projects will be required to provide cost quotes/estimates. Labor must be separated from material cost.
- Labor is only eligible for infrastructure projects. Labor must be quoted and performed by a contractor to be eligible. Labor is not eligible for reimbursement if performed by the applicant.
- Attach legible written cost estimates from each vendor/supplier. Estimates must include complete contact information (name, address, phone number, and business logo/name).
- The total amount of cost share requested cannot exceed the maximum of $10,000 (35%) or $15,000 (50%).
- Present your line-item budget using example formats below.

Proposed Budget						
Project Sector	**Item Description**	**Source of Cost Quote**	**QTY**	**Total Cost**	**%**	**Amount Requested**
Fruit & Vegetable	Peach tree liners	The Peach Seed Co.	300	$9,000	50%	$4,500
Value-Added Products	Fruit press	Jacto, Inc.	1	$2,500	35%	$875
			TOTALS	$11,500		$5,375

6) If you are requesting 50% cost share, indicate what special requirements you have met or plan to meet before reimbursement request deadline (September 1, 2019).

Refer to individual sector pages to determine what special requirements must be completed for 50% cost share eligibility. Present your special requirements using this table format.

Special Requirements – 50%			
Project Sector	**Course/Event Title**	**Date**	**Location**
Fruit & Vegetable	CPA – Food for Profit	April 10, 2015	Murfreesboro
Fruit & Vegetable	Pick TN Conference	Plan to attend February 2019	Franklin

Important! This form will be scanned. Please complete in CAPITAL LETTERS using a black or dark blue ink pen. Do not use a felt tip pen, pencil or marker. Leave boxes blank to indicate spaces. Please do not write outside the boxes.

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z 1 2 3 4 5 6 7 8 9 0 ☒ ☑

2018 TAEP Cost Share – Application B

Producer Diversification

Official Use Only

1. APPLICANT INFORMATION

Last Name:

First Name:

Middle Name:

Title: ☐ MR ☐ MRS ☐ MS ☐ MISS Suffix: ☐ JR ☐ SR ☐ II ☐ III ☐ IV

Social Security Number - Last four digits only: X X X – X X –

This is for identification purposes ONLY. Applicant will provide taxpayer information at time of reimbursement.

Mailing Address:

City: ZIP:

☐ *Home Address - same as mailing address (PO BOX not allowed)*

Home Address:

City: ZIP:

Home Phone: – – Cell Phone: – –

Email:

Farm County:

2. FEDERAL IRS SCHEDULE F:

I certify that I have filed a Federal IRS Schedule F in one of the following years.

Please check year(s) filed: ☐ 2016 ☐ 2017 ☐ No

3. TAEP PRODUCER NUMBER (TPN):

This number replaces the previously required premises account number and ID. The TPN is exclusive to an individual and cannot be transferred. If you have applied for TAEP within the past three years, your TPN will be mailed to you in September. Please include your TPN on this form. **New TAEP applicants will not have a TPN until applications are processed.**

4. INDUSTRY SECTOR:

Indicate sector(s) that apply to your cost share projects.

☐ *Agritourism* ☐ *Fruit & Vegetable* ☐ *Honey Bee* ☐ *Horticulture* ☐ *Organic* ☐ *Value-Added Products*

5. COST SHARE REQUEST AMOUNT:

Requested amount cannot exceed program maximums. $,

6. APPLICANT AGREEMENT

- I certify that I am a citizen of the United States of America or lawfully present in the United States.
- I certify that I am a resident of Tennessee and that I am at least 18 years old during application period.
- I certify that I have filed a Federal IRS Schedule F (Form 1040) within the last two years (2016 or 2017).
- I understand that only one Application B is allowed per Federal IRS Schedule F, per person, per application period.
- I understand that it is my responsibility to ensure that my project is eligible and meets all TAEP criteria.
- I certify that all the information on this application is complete, true and factual to the best of my knowledge and belief.
- I understand that providing any false, fraudulent or misleading information may result in penalties and/or make my operation ineligible to participate in present and/or future Tennessee Department of Agriculture programs.
- I have reviewed and understand all of the guidelines listed in this application booklet.

Print Name:

Date: / / Signature:

7. APPLICATION B CHECKLIST

Prepare your application materials in the following order and submit together:

- Application B Form – required
- Proposal – required
- Project cost quotes – required
- Project dimensions, designs, and/or photos – if applicable

8. HOW TO SUBMIT APPLICATION B

- Application must be postmarked or hand delivered October 1 – 15 , 2018
- FAXES AND EMAILS ARE NOT ACCEPTED
- It is recommended to make a copy and mail the original using a traceable method of delivery
- Applicant will be notified in writing of approval or denial of application.

Mail to:
TN Dept. of Agriculture
Attn: TAEP FY2018 - B
P.O. Box 40627
Nashville, TN 37204

References

TAEP Producer Diversification 615-837-5348

TDA Agritourism Marketing Consultant 615-837-5348

TDA Consumer and Industry Services Division 615-837-5193

TDA Fruit and Vegetable Marketing Consultant 615-837-5160

TDA Horticulture Marketing Consultant 615-837-5348

TDA Organic Marketing Consultant 615-837-5163

TDA State Apiarist 615-837-5342

TDA Value – Added Meats Marketing Consultant 615-837-5309

TDA Value – Added Products Marketing Consultant 615-837-5160

UT Master Beekeeper Program 865-974-0209
bees.tennessee.edu/beemaster.htm

UT Center for Profitable Agriculture (CPA) 931-486-2777
cpa.utk.edu

UT/TSU Extension 865-974-7114
utextension.tennessee.edu or www.tnstate.edu/extension for your local UT/TSU Extension Office

UT Mastery Nursery Producer Program (TMNP) 865-974-7152
www.tnmasternursery.com

UT Organics 865-974-7324
organics.tennessee.edu

Good Agricultural Practices (GAP) Certification 865-974-7274

Organic Certification Agencies near Tennessee:

Quality Certification Services (QCS) 352-377-0133
www.qcsinfo.org

Georgia Crop Improvement Association (GCIA) 706-542-2351
www.georgiacrop.com

USDA National Organic Program (NOP) 202-720-3252
www.ams.usda.gov/NOP

Tennessee Small Business Development Center 877-898-3900
www.tsbdc.org

TAEP Online

TAEP Online is an account management system that allows TAEP participants to view information about their account online. Participants can view their history and see current status of application and reimbursements.

Past TAEP Participant?

In order to initially access your TAEP Online account, you will need the following:

- Email address – correspondence will be sent to this address.
- TAEP Producer# (TPN) – this number replaces the previously required premises account number and premises ID. If you have applied for TAEP within the past three years, your TPN will be mailed to you in September. Please include your TPN on the application form and any other TAEP correspondence. *New TAEP applicants will not have a TPN until applications are processed*.
- TAEP ID# – this number is only applicable to existing TAEP participants. If this is your first year to apply for TAEP funding, you will not have a TAEP ID# until your first application is processed. If you are an existing producer and do not know your TAEP ID#, you may e-mail taep.online@tn.gov to request your number. Please include your name, address, and the last four digits of your social security number in your correspondence. Please note that this number must be mailed to you. *The last day to request a TAEP ID# for the 2018 application period is September 24, 2018*.

Complete step-by-step instructions for setting up initial access to your TAEP Online account are available on the TAEP website. Visit www.tn.gov/taep and click on "TAEP Online account" and then "How to setup your TAEP Online Account."

Already have a TAEP Online Account?

Go to www.tn.gov/taep and click on "TAEP Online." If you forgot your password or need to reset your account, click on "How to setup your TAEP Online account" for useful tips.

New to TAEP?

If you have not participated in TAEP previously, you will not be able to setup an online account at this time.

Important – Applying online only available for TAEP Application A Programs

Producer Diversification applicants will not be able to submit their applications online. See p. 19 for ways to submit Application B.

Additional TAEP Programs

The following cost share programs are also offered by TAEP.

- Genetics
- Grain Storage
- Hay Storage
- Livestock Equipment
- Livestock Solutions
- Livestock Working Facility Cover
- Poultry Grower
- Licensed Livestock Market Equipment
- Veterinarian Equipment

Please contact taep.online@tn.gov for additional information.

Nondiscrimination
The Tennessee Department of Agriculture prohibits discrimination against persons based on their race, color, national origin, sex, age or disability. Any person alleging discrimination based on a prohibited basis has a right to file a complaint within 180 days of the alleged discrimination with the Tennessee Department of Agriculture and/or the Tennessee Human Rights Commission. For more information contact Human Resources at 615-837-5116 or the Title VI Coordinator at 615-837-5280.

Public Disclosure
Under Tennessee's Public Records law, information provided to the state becomes public record and is open to public inspection unless otherwise protected by state or federal law.

A public record is defined as all documents or materials, regardless of physical form or characteristics made or received in connection with the transaction of official business by any governmental agency. Please be aware that information collected by the Tennessee Department of Agriculture could be made available to the public upon request by any citizen of the state. Requests for public records will be examined for compliance with public record laws.

TAEP Contact Information

livestock.genetics@tn.gov
livestock.equipment@tn.gov
workingfacility.cover@tn.gov
grain.storage@tn.gov
hay.storage@tn.gov
livestock.solutions@tn.gov
poultry.grower@tn.gov
producer.diversification@tn.gov
taep.online@tn.gov

Tennessee Agricultural Enhancement Program
Tennessee Department of Agriculture
Ellington Agricultural Center
P.O. Box 40627
Nashville, TN 37204

Information Line

1.800.342.8206

TAEP
Farm Investment Project
Tennessee Agricultural Enhancement Program
TN Department of Agriculture
http://www.tn.gov/taep

Physical Address:
Ellington Agricultural Center
Holeman Building
424 Hogan Road
Nashville, TN 37220

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