

# Tennessee Agricultural Enhancement Program



# TAEP Application C

**Poultry Grower**

**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 rural 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. Payments are based upon actual expenses for eligible program items.

## 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 Deadline

The reimbursement request deadline for Poultry Grower is September 1, 2019.

2018 TAEP Application C		
Program	Reimbursement Maximum*	Reimbursement Request Deadline
Poultry Grower	\$8,000	September 1, 2019
<i>* Final maximums will be determined based upon overall demand for cost share funding.</i>		



## Program Changes

**Propane Tank** – smaller capacity tanks (500 gal.) may be combined to reach minimum capacity of 1,000 gal.

**Security Camera** – added to Biosecurity Items; for perimeter use only

## 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.

# Requirements

## Eligibility Requirements

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### 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 application period.
4. Meet minimum requirements for the program.
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.
6. Have current membership with the Tennessee Poultry Association (TPA). Applicant membership will be verified with TPA to determine eligibility. Membership must be in the name of applicant or applicant's operation. Contact TPA at 931-225-1123 or visit [www.tnpoultry.org](http://www.tnpoultry.org) for additional information.

## Application

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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. Applicant may only submit one Poultry Grower application per Federal IRS Schedule F, per person, per application period.
3. Applicant will be notified in writing of approval or disapproval. Notifications will be mailed in mid-December.
4. Reimbursement packet supersedes all information printed in the application booklet.

## Reimbursement

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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 unless otherwise noted.
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 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

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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.

# Poultry Grower Cost Share Opportunities

Minimum Poultry Requirements	Certifications	Lifetime Limit	\$8,000 Maximum Reimbursement
Broilers – 75,000/yr Non-Broilers – 10,000/yr	Not Applicable	Not Applicable	Standard 35% Cost Share
Final maximums may be reduced based upon overall demand for cost share funding.			

## Guidelines

### Eligible Items

1. Generator – for poultry house use only
  - 20 – 40 KW power generation per house
  - Materials and labor to connect and wire the generator including automatic transfer switch
  - Foundation – concrete pad (recommended but not required)
  - Labor – labor conducted by a contractor/supplier for installation is eligible; labor cannot exceed 30% of total reimbursement
2. Propane Tank\* – for poultry house use only
  - Minimum capacity – 1,000 gal.; smaller capacity tanks (500 gal.) may be combined to reach min. capacity
  - Above ground only
  - Must be ASME certified (American Society of Mechanical Engineers)
  - Must be purchased and installed by a TN licensed dealer
  - Foundation – concrete pad or footers
  - Labor – labor conducted by a contractor/supplier for installation is eligible; labor cannot exceed 30% of total reimbursement
3. Biosecurity Items
  - A. Drive Over Foam/Spray Vehicle Disinfection System
    - ramps are eligible if purchased with system; *purchase of foam is ineligible*
  - B. Boot Wash – automatic
    - one per house for the main foot traffic or control room entrance
    - spare brush kit & scraper attachment are eligible with boot wash purchase; *purchase of disinfectant is ineligible*
  - C. Environmental Pads – reinforced concrete pads for the front/receiving end of the poultry house to allow for better cleaning and disinfection before and after receiving poultry
    - recommended dimensions: 20' wide x 14' deep (front to back) x 6" thick; reinforced concrete, sloped away from the building
    - Labor – labor conducted by a contractor/supplier for installation is eligible; labor cannot exceed 30% of total reimbursement
  - D. Farm Gate – entrance to the poultry operation; gates must be installed far enough off the road for a semi-truck and trailer to be safely and completely out of traffic before stopping at the gate
    - 12' to 16' gate; solar & battery or electric setup; electronic opener/arm; must include two separate touch pads per gate, set at both high and low heights for easy access for all semi-trucks and farm vehicles
    - Labor – labor conducted by a contractor/supplier for installation is eligible; *not eligible – material and labor for providing electrical service, cellular remote controlled access, and ornamental gate post construction (rock, brick, etc.)*
  - E. Security Camera – perimeter use only
  - F. Poultry House Cleaner – for cleaning, washing down, and disinfecting the interior of the poultry house
    - large 540 rpm PTO driven sprayer and/or blower rigs
    - sprayer tank size must be 500 gal. and PTO driven
    - blower must be PTO driven and come with spray attachment

### Requirements

1. It is the applicant's responsibility to ensure their project is eligible and meets all TAEP criteria.

\* Only items where (\*) is indicated may be new or used. Used items must be:

- In excellent working condition
- No excessive rust
- Functional soundness
- Reasonable market price

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 C

## Poultry Grower

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:     -   -

*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. APPLICANT REQUIREMENTS:

*Membership in the Tennessee Poultry Association (TPA) is required at time of application. Applicant membership will be verified with TPA to determine eligibility. Membership must be in the name of applicant or applicant's operation.*

Are you a current member of Tennessee Poultry Association?  Yes  No



# How to Apply

## How to Apply

Make a copy of your application materials for your files 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 – C  
P.O. Box 40627  
Nashville, TN 37204

## 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
- Producer Diversification
- Licensed Livestock Market Equipment
- Veterinarian Equipment

Please contact [taep.online@tn.gov](mailto: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**



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



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