

Tennessee Agricultural Enhancement Program



TAEP Application C

Poultry Grower

Application Period
October 1 – 15, 2019

Application Guide

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TAEP Investments - 2005 to 2018

More than \$168,255,055 invested in 57,550 producer projects from FY06 - FY18

Genetics

Assists producers in improving the genetics in their operations, increasing the quality, value, marketability, and reputation of Tennessee livestock.

FY05-06 — FY17-18: 14,757 projects — \$15,596,538.53

Livestock Equipment

Improves a farmer's ability to properly and safely manage livestock on the farm with items like squeeze chutes, creep feeders, feed bins, and working systems.

FY05-06 — FY17-18: 26,382 projects — \$53,289,812.27

Hay Storage

Assists farmers in building hay barns, improving storage and management of forages critical to improving herd nutrition.

FY06-07 — FY17-18: 9,804 projects — \$52,114,689.29

Livestock Feed Storage

Assists farmers in building feed storage sheds, silos, and installing feed management equipment, improving feed quality and cost efficiency.

FY07-08 — FY17-18: 2,088 projects — \$18,414,455.14

Grain Storage

Assists farmers in managing, storing, and drying grains, providing higher returns and marketing flexibility.

FY08-09 — FY17-18: 1,502 projects — \$15,420,576.51

Livestock Working Facility Cover

Improves farm safety, functionality, and longevity of livestock working equipment by providing a protective cover.

FY14-15 — FY17-18: 1,011 projects — \$2,699,108.00

Producer Diversification

Assists producers in diversifying their farming operations. Sectors include agritourism, fruit and vegetables, honey bees, horticulture, organics, and value-added products.

FY05-06 — FY17-18: 1,946 projects — \$10,409,467.64

Poultry Grower

Assists poultry growers in operational improvements.

FY15-16 — FY17-18: 60 projects — \$310,408.00

Each TAEP dollar generates \$3.89 in local economies*

*Source: The University of Tennessee Agri-industry Modeling & Analysis Group

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.

Application Period

The 2019 application period is open for two weeks: October 1-15, 2019.

Eligible Purchase Dates

Program purchases can be made starting October 1, 2019 and must be completed by the program reimbursement request deadline.

Approval Notification

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

Reimbursement Request Deadlines

The reimbursement request deadline for Poultry Grower is August 1, 2020. Payments are based upon expenses incurred for eligible program items.

2019 TAEP Application C		
Program	Reimbursement Maximum*	Reimbursement Request Deadline
Poultry Grower	\$10,000	August 1, 2020
<i>* Final maximums will be determined based upon overall demand for cost share funding.</i>		

Program Changes

Reimbursement Requests Deadline Change

The reimbursement request deadline for Poultry Grower has changed from September 1 to **August 1, 2020**.

Verification Period Increased

To ensure more long-term investments, the verification period has increased from three years to **five years**. Applicants must utilize equipment and structures reimbursed with cost share funds for the intended purpose of the program for a minimum of **five (5)** continuous years from the date of purchase.

New Items

- Feed Bin
- Litter Management Equipment
- Overhead Trolley System
- Retrofit Items — LED Lights and Ventilation Fans

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. Meet minimum poultry requirements for the program..
5. Have filed a Federal IRS Schedule F (Form 1040), Profit or Loss from Farming, within the last two years (2017 or 2018).
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 for additional information.

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.

Program Requirements

Application

1. Applications must be submitted during the application period October 1 - 15, 2019.
 - Applications may be submitted by one of the following methods:
 - Mail — applications must have a postmark date ranging from October 1 - 15, 2019
 - Hand delivery to TDA, Holeman Building, 424 Hogan Road, Nashville, TN 37220 between October 1 - 15, 2019 during normal business hours
 - Applications will not be accepted if faxed or emailed.
 - Applications are ineligible if postmarked or received prior to October 1 or after October 15, 2019.
2. Applicant may only submit one Application C per Federal IRS Schedule F, per person, per application period, per operation.
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

1. Receipts dated prior to October 1, 2019 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 you submit your reimbursement request as soon as your project is complete.
8. There can only be one reimbursement payment per program 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 **five (5)** continuous years from date of purchase.
2. Site visits relating to the performance of the project before, during, and after completion may take place. Site visits may include verification of program eligibility to ensure applicants meet minimum livestock/acreage requirements for chosen program(s).
3. Applicant 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	\$10,000 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

New or Used Equipment

Item 1

1. Propane Tank – for poultry house use only; tanks may be purchased new or used
 - Minimum capacity – 1,000 gallons; smaller capacity tanks (500 gal.) may be purchased to reach the minimum capacity
 - Above ground only
 - Must be ASME certified (American Society of Mechanical Engineers)
 - Must be purchased and installed by a Tennessee 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; *not eligible — labor provided by the applicant*

New Equipment Only

Items 2 - 7

2. Generator — for poultry house use only
 - 20-50 KW power generation per house
 - Materials and labor to connect and wire the generator including automatic transfer switch
 - Foundation — concrete pad
 - Labor — labor conducted by a contractor/supplier for installation is eligible; labor cannot exceed 30% of total reimbursement; *not eligible — labor provided by the applicant*
3. Feed Bin — for on farm storage of poultry feed only
 - Must meet current housing and feeding system specifications
 - Must be corrugated metal
 - Foundation — concrete pad
 - Labor — labor conducted by a contractor/supplier for installation is eligible; labor cannot exceed 30% of total reimbursement; *not eligible — labor provided by the applicant*
4. Litter Management Equipment — must be designated by the manufacturer for poultry house use; includes tractor or skid-steer mounted implements used to windrow, de-cake or scrape walls for optimal litter management and composting; *not eligible — self-propelled equipment*

Poultry Grower Cost Share Opportunities

Eligible Items

5. Overhead Trolley System — manual or automated; used to aid in the removal of mortalities and to transport supplies throughout the poultry house
 - Must be purchased as a complete system; *not eligible — repairs to an existing system*
 - Labor — labor conducted by a contractor/supplier for installation is eligible; labor cannot exceed 30% of total reimbursement; *not eligible — labor provided by the applicant*

6. Biosecurity Items — poultry house area use only
 - a. Drive Over Foam/Spray Vehicle Disinfection System
 - ramps are eligible if purchased with the system; *not eligible — purchase of foam*
 - 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; *not eligible — purchase of disinfectant*
 - 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 24' 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; *not eligible — labor provided by the applicant*
 - 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 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; *not eligible — cellular remote controlled access, ornamental gate post construction (rock, brick, etc.), material and labor for providing electrical service*
 - 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 gallon and PTO driven
 - blower must be PTO driven and come with a spray attachment

7. Poultry House Retrofit
 - Items are for retrofit purposes only; *not eligible — new poultry house construction*
 - Items are for use in the growing area only
 - Items must meet current poultry house specifications
 - Labor conducted by a contractor/supplier for installation of retrofit items is eligible; labor cannot exceed 30% of total reimbursement; *not eligible — labor provided by the applicant*
 - a. LED Lights - includes LED light fixtures that contain fixed LEDs within the apparatus or built into the fixture as one unit
 - b. Ventilation Fans — tunnel fans, stir fans, and minimal vent fans
 - must be designated for poultry house ventilation use only
 - must be fixed mounted
 - c. Ventilation Doors — replacement side vent, attic vent, and tunnel doors
 - d. Replacement Motors — for poultry house fans, ventilation systems, automated feeding systems, sidewalls and curtains

How to Apply

Paper Application

Applicants choosing to apply using the paper method will need to submit Application C form (pp. 9 & 10) by mail or hand-delivery. Paper forms will be electronically scanned. It is important to complete form 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.

Important! The form should be completed IN CAPITAL LETTERS using a BLACK or DARK BLUE ballpoint/fountain pen. Characters and marks used should be similar in the style to the following:

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 ☒ ☑

Paper applications may be submitted by one of the following methods:

- **Hand delivery** to TDA, Holeman Building, 424 Hogan Road, Nashville, TN 37220 between October 1-15, 2019 during normal business hours.
- **Mailed** to TDA, TAEP FY2019 - C, P.O. Box 40627, Nashville, TN 37204

Paper applicants must be postmarked or hand delivered October 1-15, 2019.

Tip: Applicants are encouraged to keep a copy of their application materials and mail the original using a traceable method of delivery. 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).

1. APPLICANT INFORMATION

- Name – enter your full legal name and indicate your title and any suffix you may have
- Social Security Number — list only the last four digits of your social security number; additional taxpayer information will be collected at time of reimbursement; participants will receive Form 1099-G for payments over \$600
- Mailing Address — enter the address where you receive your mail; TAEP documentation will be sent to this address
- Farm County — enter the county where your TAEP project will be located
- Home Address — enter the address where you live; the home address may be the same as your mailing address; P.O. Boxes not accepted as a home address
- Home Phone & Cell Phone — enter available contact numbers
- Email — enter current email address (optional)

2. FEDERAL IRS SCHEDULE F

Federal IRS Schedule F — indicate which years (2017, 2018) you have filed a Federal IRS Schedule F (Form 1040). You are not required to submit a copy of your Schedule F at time of application but may be asked to submit a copy prior to TAEP approval to verify your farming operation. If your operation does not file a Schedule F, please contact TAEP about alternate documentation to verify farming status.

3. TAEP PRODUCER NUMBER (TPN)

The TAEP Producer Number (TPN) is a unique number used to identify each applicant. 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 September 2019. Please include your TPN on the application form and any other TAEP correspondence. New applicants will not have a TPN until their first application is processed.

4. APPLICANT REQUIREMENTS

Applicant Requirements — TPA membership required at time of application.

5. POULTRY INFORMATION

Poultry — Indicate your total number of poultry during a calendar year.



2019 TAEP Cost Share - Application C Poultry Grower

Official Use Only

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.

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:

State: Zip: Farm County:

Home Address:

City:

State: Zip:

Home Phone: - - Cell Phone: - -

Email:

2. FEDERAL IRS SCHEDULE F: *I have filed a Federal IRS Schedule F in one of the following years.*

Please check year(s) filed: 2017 2018 No, I have not filed

3. TAEP PRODUCER NUMBER (TPN):

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

5. POULTRY INFORMATION

Please indicate poultry type, # of birds per year, and # of poultry houses for your operation.

Poultry Type	# of Birds/per year	# of Poultry Houses
<input type="checkbox"/> Poultry – Broilers	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Poultry – Non-broilers (breeders, layers, & pullets)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

6. APPLICANT AGREEMENT

- I certify I am a citizen of the United States of America or lawfully present in the United States.
- I certify I am a resident of Tennessee and that I am at least 18 years old during application period.
- I certify I have filed a Federal IRS Schedule F (Form 1040) within the last two years (2017 or 2018).
- I understand only one Application C is allowed per Federal IRS Schedule F, per person, per application period, per operation.
- I understand it is my responsibility to ensure that my project is eligible and meets all TAEP criteria.
- I certify all the information on this application is complete, true and factual to the best of my knowledge and belief.
- I understand 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. HOW TO SUBMIT APPLICATION C

- Application must be postmarked or hand delivered Oct. 1 – 15, 2019
- 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 FY2019 – C
P.O. Box 40627
Nashville, TN 37204

Additional TAEP Programs

The following cost share programs are also offered by TAEP.

- Genetics
- Hay Equipment
- Herd Health
- Livestock Equipment
- Livestock Solutions
- Row Crop Solutions
- Working Facility Structures
- Producer Diversification
- 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.

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

herd.health@tn.gov
livestock.genetics@tn.gov
livestock.equipment@tn.gov
working.facility@tn.gov
rowcrop.solutions@tn.gov
hay.equipment@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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