



THE DEPARTMENT OF  
AGRICULTURE & FOOD  
AN ROINN TALMHAÍOCHTA AGUS BIA

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**ON-FARM**

**SCHEME OF GRANT AID**  
**FOR THE DEVELOPMENT OF THE ORGANIC**  
**SECTOR**

# **APPLICATION FORM**

- ❖ It is important to read the Explanatory Notes and Conditions before making application under this Scheme

**Funded by the Irish Government  
under the National Development Plan 2007 – 2013**

## **Explanatory Notes**

- ❖ It is important to read all documents carefully before making application under this scheme.
- ❖ Aid will only be given for works approved by the Organic Unit and no work shall commence before this approval has been conveyed in writing.

Applicants for on-farm investment should note that he/she must have a minimum of 30 Income Units (IUs), of which at least 15 of the Income Units must come from farming. However, a farmer who has less than 30 IUs may be considered for grant aid provided he/she has at least 15 IUs from farming and has sufficient other income to maintain a viable holding and finance the proposed investments. In determining non-farm income, all household income can be taken into account at a rate of €254 gross off-farm income per unit.

The viability criteria must be independently verified in Section 5 of the application form by an agricultural advisor/agricultural consultant.

Where an applicant does not demonstrate viability as set out above, he/she may submit an application, which demonstrates viability using other acceptable criteria for example financial accounts

# 1. Particulars of applicant(s)

Where a question/section is irrelevant please enter "not applicable" or "N/A".

1.1 Surname (or business name)\*:.....

**\*If holdings are jointly managed, operated by a group or a legal entity, one person should be nominated as the applicant and complete this form.**

1.2 First Name, or in the case of a company, director(s) name(s).....  
.....

1.3 Address : .....  
.....

1.4 County: .....

1.5 Date of Birth (if application is from an individual) ...../...../.....

1.6 Gender of Applicant

Male	<input type="checkbox"/>
Female	<input type="checkbox"/>
Joint	<input type="checkbox"/>
Company	<input type="checkbox"/>

1.7 Telephone No. (Landline): ..... (Mobile): .....

Fax Number: .....

1.8 E-mail address: .....

1.9 PPS Number: .....

1.10 Companies Office Reg.No : .....

1.11 Employer Number: .....

1.12 Herd Number: .....

1.13 VAT No: .....

## 2. Organic Status Details

2.1 Year of commencement of organic operation: \_\_\_ / \_\_\_ / \_\_\_

2.2 Approved and registered with an approved inspection body  
(please tick) Yes No

2.3 Name of the approved inspection body: .....  
.....

2.4 Status (please tick) : In conversion Full organic status

2.5 Date first registered with approved body: \_\_\_ / \_\_\_ / \_\_\_

2.6 Applicant's Organic Licence Number: \_\_\_ \_\_\_ \_\_\_ \_\_\_

2.7 Date last inspected by an approved organic body: \_\_\_ / \_\_\_ / \_\_\_

2.8 Are you registered as an organic operator with the Department's  
Organic Unit (please tick) Yes No

2.9 Date registered with the Organic Unit: \_\_\_ / \_\_\_ / \_\_\_

2.10 Details of participation in Rural Environment Protection Scheme:

Are you currently in REPS	Yes No
<u>If Yes please complete the following</u> REPS No Dates in REPS	From: To:

### Additional Information (statistical information only)

Was land transferred to you under the Department's Early Retirement Scheme	Yes No
Have you availed of the Farm Improvement Scheme	Yes No
Have you ever availed of the Installation Aid Scheme	Yes No

**3. Brief Description of Current Activities**

(use separate sheet if necessary)

**3.1 Brief Description of current activities:**.....  
.....  
.....  
.....  
.....

**3.2 Total area of land owned (if any):** ..... (hectares)

**3.3 Other land farmed (if any):** .....(hectares)  
**Please provide details:** .....  
.....  
.....

**3.4 Area of land being farmed organically:**.....(hectares)  
“ “ “ “ “ “ **conventionally**.....(hectares)

**3.5 Existing Machinery (please provide details)** .....  
.....  
.....  
.....  
**Buildings (please provide details):**.....  
.....  
.....

**3.6 Details of employees (please specify no's, part-time/full-time etc):**  
.....  
.....  
.....

**3.7 Volume of products produced at present:** .....  
.....  
.....

(Use separate sheet to provide more details if necessary)

***Crops currently grown***

	1	2	3	4	5	6	7	8
<b>CROP TYPE</b>	CEREALS <sup>1</sup>	POTATOES	VEGETABLES	FRUIT	PROTECTED CROPS	OTHER (PLEASE SPECIFY)	OTHER (PLEASE SPECIFY)	OTHER (PLEASE SPECIFY)
<b>HECTARES</b>								
<b>YIELD</b>								
<b>MAIN ORGANIC OUTLET(S)</b>								

***Current livestock details***

	1	2	3	4	5	6	7	8
<b>ANIMAL TYPE</b>	SUCKLER COW	DAIRY COWS	BEEF	SHEEP	PIGS	POULTRY	OTHER (PLEASE SPECIFY)	OTHER (PLEASE SPECIFY)
<b>NO. OF ANIMALS</b>								
<b>MAIN ORGANIC OUTLET(S)</b>								

<sup>1</sup> Examples would include Wheat, Oats, Barley, Triticale

**4. Details of Proposed Investment/Project** (Use separate sheet to provide more details if necessary)

**A. Equipment:**

	1	2	3	4
State Equipment Type				
Cost (Excluding VAT, discount & allowances)	€	€	€	€
Function				
Capacity or throughput				
Proposed date of acquisition	___ / ___ / ___	___ / ___ / ___	___ / ___ / ___	___ / ___ / ___
To be located in (please tick appropriate box)	A) EXISTING BUILDING <input type="checkbox"/> B) NEW BUILDING <input type="checkbox"/> C) NEITHER <input type="checkbox"/>	A) EXISTING BUILDING <input type="checkbox"/> B) NEW BUILDING <input type="checkbox"/> C) NEITHER <input type="checkbox"/>	A) EXISTING BUILDING <input type="checkbox"/> B) NEW BUILDING <input type="checkbox"/> C) NEITHER <input type="checkbox"/>	A) EXISTING BUILDING <input type="checkbox"/> B) NEW BUILDING <input type="checkbox"/> C) NEITHER <input type="checkbox"/>

## B. Buildings

	1	2	3	4
State Building Type:				
Location of buildings and details of title to site {folio no(s)/leases}:				
Cost: (Excluding VAT, discount & allowances).	€	€	€	€
Function:				
Capacity or Dimensions:				
Technical Details (include any technological developments):				
Expected completion date:	___ / ___ / ___	___ / ___ / ___	___ / ___ / ___	___ / ___ / ___
Planning Permission:	MONTH/YEAR	MONTH/YEAR	MONTH/YEAR	MONTH/YEAR
1.obtained	___ / ___	___ / ___	___ / ___	___ / ___
2.applied for	___ / ___	___ / ___	___ / ___	___ / ___
<p>A copy of planning authority approval must be submitted with this application <b>or, if it has not been obtained, as soon as possible thereafter.</b> If project exempt from planning permission, applicant must provide documentary evidence of exemption.</p>				

## Further Investment/Project Details

4.1 Have you applied for any other grant aid scheme in respect of this project (please tick) Yes No

If yes please give details .....

.....

4.2 General description of the investment proposed by the applicant (summarising the objectives and the nature of the investment) :

.....

.....

4.3 Location of Investment (full postal address): .....

.....

.....

4.4 Is the location of the proposed investment designated (details of a pending designation should also be given) as a Special Area of Conservation, Natural Heritage Area (NHA) or other environmentally sensitive area:.....

.....

If yes please give details:.....

.....

.....

.....

4.5 Describe how the proposed investment will contribute to improving any of the following

The beneficiary's income: .....

.....

.....

Total area of land with organic status.....

.....

.....

Increased employment: .....

.....

.....

A better use of resources:.....  
.....  
.....

The quality of farm products: .....  
.....  
.....

Hygiene.....  
.....

Diversification of activities .....  
.....  
.....

Volume of organic produced following investment .....  
.....  
.....

Any other additional benefits.....  
.....  
.....

4.6 Total cost of proposed investments in buildings (excl VAT): €\_\_\_\_\_

Total cost of proposed investments in equipment (excl VAT): €\_\_\_\_\_

Total cost of ALL proposed investments (excl VAT): €\_\_\_\_\_

4.7 Financial plan for project: (a) Own funds: €.....  
(b) Bank loans : €.....  
(c) Grant aid : €.....  
Total Cost (a + b + c) : €.....

4.8 Details of any other development projects in hand or envisaged :  
.....  
.....  
.....

## 5. ASSESSMENT OF VIABILITY

**To be completed by agricultural advisor/ agricultural consultant**

Applicant: .....

Address:.....

.....Herd Number.....

### Calculation of income units from farming at time of application

**Include all farm activity carried out by the farmer**

	Income	Income Units
A	Calculate the income unit equivalent of the permanent (net) milk quota i.e. total quota less any quota acquired over the previous three years Quota (Gallons) _____ divided by 400 = OR Quota (Litres) _____ divided by 1818 =	
B	Calculate the income unit equivalent of other milk quota and/or any suckler cows on the farm by subtracting the number of cows required to produce the permanent (net) quota from the total number of cows on the farm. (Number of cows required to produce permanent (net) quota is calculated by taking the permanent quota (Litres) divided by 4205 Litres)  Total cows on farm ____ less cows required to produce permanent quota ____ X 1.0 unit = (Ignore if total cows are less than the number required to produce the permanent (net) quota)	
C	Average number of calves reared from 6 months to one year old _____ x 0.3 unit = Average number of one year olds reared to one and a half years _____ x 0.3 unit = Average number of one and a half year olds reared to two years _____ x 0.3 unit = Average number of two year olds reared to two and a half years _____ x 0.5 unit = Average number of two and a half year olds reared to three years _____ x 0.5 unit =	_____ _____ _____ _____ _____
D	Breeding ewes overwintered (not average number over the year) _____ x 0.15 unit = Hoggets overwintered _____ x 0.1 unit =	_____ _____
E	Hectares of hay/silage for sale _____ x 1.0 unit/ha =	_____
F	Crops - Hectares of cereals/peas/beans grown/setaside _____ x 1.0 unit/ha = Hectares of other crops grown (potatoes/sugar beet and intensive crops such as strawberries, raspberries, apples) _____ x 2.0 unit/ha = Glasshouse crops/Nurseries _____ x 125 unit/ha=	_____ _____ _____
G	Mushrooms – number of tunnels _____ x 20 units/tunnel =	_____
H	Pig Production – Sow breeding only _____ x 0.8 unit = Sow breeding and finishing _____ x 1.1 unit = Pigs finishing only _____ x 6.0 units/100 pig places	_____ _____ _____
I	Other livestock Horse _____ x 1.0 unit = Red Deer _____ x 0.3 unit = Deer (fallow and sika) _____ x 0.15 unit =	_____ _____ _____

		Goats (milking)	_____ x 0.25 unit =	
		Rabbits	_____ x 1.0 unit/100 doe =	
				<b>Continued</b>
J	Poultry -	Broilers	_____ x 3.0 units/1000 bird places =	
		Broiler Breeders	_____ x 8.0 units/1000 birds =	
		Layers	_____ X 3.0 units/1000 birds =	
		Turkeys	_____ x 3.0 units/100 fattening birds =	
		Organic & Free Range Egg Production	_____ x 1.5 units/100 birds =	
		Organic Broiler Production	_____ x 5.0 units/1000 bird places =	
<b>Total Income Units from Farming at the Time of Application:</b>				_____

**Please tick the highest level of agricultural training and experience attained**

- 1. Minimum 5 years experience as a farmer**
- 2. Minimum 3 years experience in farming and completed approved course of minimum 180 hours**
- 3. Certificate in farming or equivalent qualifications**

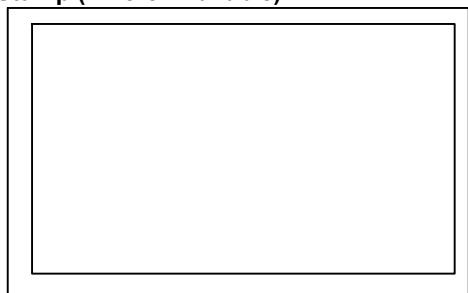
**Please provide details** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**\*Signed** \_\_\_\_\_ **Qualification:** \_\_\_\_\_

**Name of Consultancy Firm/Organisation:** \_\_\_\_\_

**Address** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Please Stamp (Where Available)**



**Telephone No.:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**This form may only be signed by an agricultural advisor/agricultural consultant.**

## 6. Calculation of the total income units (IUs)

Income units **from farming** as calculated using the table in Section 5 = \_\_\_\_\_ IUs

If the income units from farming are less than 30 but at least 15, provide details of **non-farm income (supported by documentary evidence)** in the tax year prior to application:

_____	€ _____
_____	€ _____
_____	€ _____
Total non-farm income:	€ _____

Total of non-farm income divided by €254= \_\_\_\_\_ IUs

Total income units = \_\_\_\_\_ IUs

## **DECLARATION BY APPLICANT**

I declare that, to the best of my knowledge, all particulars given on this form are correct. I agree to observe and be bound by all conditions of the scheme and to make available all required information to the Department of Agriculture & Food. I understand that it is the applicant's responsibility to acquaint himself/herself with the conditions of the Scheme.

**Signature(s)**..... **Date** \_\_\_ / \_\_\_ / \_\_\_

**Company Seal (If applicable)**

Director(s) of companies applying for grant aid under this Scheme must sign this declaration.

**Note: A false or misleading statement may lead to disqualification and liability to refund any aid given.**