

# AGRI Preparing for Extreme Weather Grant 2026 Request for Proposals

Applications due by 4 p.m. on January 15, 2026

Open November 24, 2025

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# **Grant Summary**

#### **Overview**

The Minnesota Department of Agriculture (MDA) is now accepting applications for the Fiscal Year (FY) 2026 Agriculture Growth, Research, and Innovation (AGRI) Preparing for Extreme Weather Grant (Prepare) Program. Grant funds are available to help Minnesota livestock and specialty crop producers buy and install supplies or equipment that will help make their production more resilient to extreme weather, including drought, flooding, hail, and severe weather events like storms, tornadoes, and straight-line winds.

The program is authorized under MINN. STAT. 41A.12 and funded through Laws of Minnesota, 2025, Regular Session, Chapter 34, Article 1, Section 2, Subdivision 3(e). All information about the program is available on the <a href="Prepare Grant webpage">Prepare Grant webpage</a>. Applications will be accepted until Thursday, January 15, 2026 at 4 p.m. Central Time (CT).

We issue payments on a reimbursement basis (after work has been completed and paid for). All purchases for eligible items must be made after grant contract agreements are signed, which is expected to take place in May 2026.

# **Funding availability**

We expect to award approximately \$500,000 in this round using a competitive review process. Grant awards can range from \$500 to \$10,000. A 50% cash match is required. We expect to award 50 to 60 grants, but the final number depends on the size of the awards. This request for proposals does not obligate the State of Minnesota to award any grant contract agreements.

Grants may last up to three years from the contract start date. We expect most grant contract agreements to start in late spring 2026. Applicants should anticipate that grant contracts will end on April 30, 2029, and may not be extended.

If selected, grantees may only incur eligible expenditures when the grant contract agreement is fully executed, the grant has reached its effective date, and the grantee has been notified by the state's authorized representative that they may begin work.

#### **Priorities**

It is the policy of the State of Minnesota to ensure fairness, precision, equity, and consistency in competitive grant awards. This includes implementing diversity and inclusion in grant-making.

OGM Policy 08-02: Policy on Rating Criteria for Competitive Grant Review (PDF) sets up the expectation that grant programs intentionally show how the grant serves diverse populations, especially populations experiencing inequities or disparities.

This grant will specifically prioritize:

 Beginning farmers and farms owned or principally operated by beginning farmers. A beginning farmer is defined as someone who has farmed 10 years or fewer. We expect that this grant will result an increase in resiliency against extreme weather on Minnesota livestock and specialty crop farms.

# How to apply

Applications are due by 4 p.m. Central Time (CT) on Thursday, January 15, 2026.

- Apply for the Prepare Grant using our online application system.
  - o If you're a new user, you need to create an account first.
  - Once you're logged in, select "AGRI Prepare Grant FY26."
  - We will only accept one application per farm.
- We will not accept late applications.
  - Apply early so that there is enough time to get help with the online application system. It's best practice to submit your application at least 24 hours in advance.

We are not responsible for any technical or logistical problems that result in a late submission. It's your responsibility to ensure we receive your application before the deadline.

Incomplete applications will be rejected and not evaluated. Applications must include all required application materials, including attachments. Do not provide any materials that are not requested in this RFP, as such materials will not be considered nor evaluated.

The MDA reserves the right to reject any application that does not meet these requirements.

By applying, each applicant warrants that the information provided is true, correct, and reliable for purposes of evaluation for potential grant award. The submission of inaccurate or misleading information may be grounds for disqualification from the award, as well as subject the applicant to suspension or debarment proceedings and other remedies available by law.

The applicant is responsible for all costs associated with submitting a response to this RFP.

# How to submit questions

For questions about the grant program or application:

- Submit your question in writing before 4 p.m. CT on January 12, 2026.
- Email MDA.agrigrants@state.mn.us with "Prepare Grant" in the subject line.

Note: MDA employees are not authorized to give advice on any applications. Applicants who solicit or receive advice from MDA employees may be disqualified from eligibility for a grant award.

For help using the online application system:

- Call 651-201-6500 or
- Email MDA.agrigrants@state.mn.us and include "Prepare Grant" in the subject line.

# **Application guidelines**

- Use plain, easily understood language. Write for reviewers who have general knowledge about farming but may not have a thorough or deep understanding of your organization, specific industry, or project.
- Answer all questions completely within the character limits specified in the grant application.
- Although some questions are labeled as optional, we strongly recommend responding to those questions or uploading the appropriate documents.
- Review the <u>Application Scoring Sheet</u> included in this document as it is used to score and compare the grant applications.

## **Timeline and deadlines**

January 12, 2026, at 4 p.m. CT	Deadline to ask grant program questions.
January 15, 2026, at 4 p.m. CT	_Application period closes.
Early April 2026	.All applicants notified of grant status.
Early May 2026	_Expected contract start date.

# **Eligibility**

# **Eligible applicants**

Applicants must be:

- A resident of the state of Minnesota, a business entity authorized to farm in Minnesota, or a unit of Tribal government.
- The principal operator of a livestock or specialty crop operation in Minnesota and sell at least \$1,000 of livestock products annually or normally would sell at least \$1,000 of livestock products in a typical year.
- In good standing with the State of Minnesota and not suspended or debarred from doing business with the State of Minnesota or federal government.

Grant contract agreements may be written with the principal operator, the farm business entity, or the Tribal government.

MDA employees, their spouses, and farms owned or principally operated by them are not eligible.

#### Who is a principal operator?

A principal operator is the person primarily responsible for the day-to-day operation of the farm. The principal operator could be an owner, hired manager, cash tenant, share tenant, or partner.

#### What business entities need authorization to farm in Minnesota?

The statute on farming by business organizations (<u>MINN. STAT. 500.24</u>) requires that all pension or investment funds, corporations, limited partnerships, limited liability companies, and irrevocable trusts must be certified by the MDA before engaging in farming or having an interest in agricultural land.

#### How do business entities get authorization to farm in Minnesota?

Go to the Minnesota's Corporate Farm Report webpage for applications and more information.

#### Collaboration

Eligible applicants may collaborate with another farm, but this is not required. If eligible applicants are submitting a joint application, they must determine which individual, business, or organization will have the grant contract agreement with the MDA and will work directly with the MDA to meet grant reporting requirements. Note that this entity will receive a 1099 from the State of Minnesota for income tax purposes.

# **Eligible operations**

These types of operations are eligible for Prepare Grant funds:

- Livestock: For the purposes of this grant, livestock means animals raised to produce fiber, meat, and
  animal by-products for sale or as breeding stock, including but not limited to beef cattle, dairy cattle,
  swine, poultry, goats, mules, farmed cervids (deer, elk), ratites (flightless birds including emu), bison,
  sheep, horses, aquaculture, and llamas. Contact us with questions regarding the eligibility of other
  species.
- Specialty crop: Fruits and vegetables, tree nuts, dried fruits, horticulture and nursery crops, and floriculture. See USDA's list of Specialty Crops.

# **Eligible projects and expenses**

If we accept your proposal, we will reimburse eligible costs included in your project budget.

- You must be invoiced and pay for all project materials and services between the grant agreement effective date and April 30, 2029.
  - o Grants are expected to start in early May 2026.
  - Any expenses incurred outside this timeframe are not eligible.

#### Projects must:

- Add resiliency against extreme weather to a livestock or specialty crop operation.
- Include matching funds from personal or other non-State sources; see the <u>Matching funds</u> section.
- Not start until the grant contract agreement is signed by all parties and has reached its start date. No purchasing or contracting of goods and services may occur prior to the full execution of the grant contract agreement or effective date, whichever is later.
- Be completed in three years or less; contracts cannot be extended beyond three years.
- Be conducted in Minnesota.

# **Project examples**

#### **Livestock operations**

- Water tanks and pads
- Pipelines
- Water wagons/trailers
- Wells (new improvements, fixes, replacement pumps)
- Irrigation equipment
- Livestock pond digging or dredging
- Portable pasture fencing supplies
- Fans
- Misters
- Livestock shade systems
- Windbreaks
- Lane improvements

## **Specialty crop operations**

- Water tanks
- Pipelines
- Water wagons/trailers
- Wells (new improvements, fixes, replacement pumps)
- Irrigation equipment (including drip irrigation)
- Hoses
- Soil moisture sensors
- Nozzles
- Rain barrels
- Cover crops

# **Ineligible expenses**

The following items are not eligible for reimbursement under this grant:

- Any equipment purchased from a family member, as defined in the Internal Revenue Code, Section 267(c)(4), including siblings, parents, grandchildren, and spouses
- Any equipment purchased from an entity with which you or your spouse own an interest, or an entity of which you are an employee
- Expenditures incurred prior to the full execution of the grant contract agreement or its start date,
  whichever occurs later, or those incurred after the expiration of the grant contract. Any payments made
  by the grantee before a grant contract agreement is fully executed are at the applicant's risk and not
  eligible for reimbursement; payments made after a fully executed grant contract may be eligible for
  reimbursement.
- Expenses paid for in cash
- General purpose equipment (e.g., skid steer loaders, combines, tractors)
- General purpose buildings (e.g., general equipment storage building, farm shop)
- Animal feed
- Crop or pastureland
- Livestock
- Refinancing existing debt
- Late payment fees, finance charges, or contingency funds
- Items that are not allowed to be capitalized and deducted under either section 167 or 179 of the Internal Revenue Code in computing federal taxable income
- Construction or improvements outside of the state of Minnesota
- Owner and employees' wages and benefits. Contact program staff for exceptions.
- Advertising, public relations, entertainment, and amusement costs
- Donations and in-kind contributions, including property and services, made by the applicant (regardless of the recipient)
- Indirect costs (expenses of doing business that are not readily identified with the project)
- Fundraising

- Taxes, except sales tax on goods and services
- Lobbyists, political contributions
- Bad debts, late payment fees, finance charges, legal costs, or contingency funds
- Parking or traffic violations
- Out-of-state transportation and travel expenses. Minnesota will be considered the home state for deciding whether travel is out of state.

# **Matching funds**

The Prepare Grant is a reimbursement grant. You must supply documentation showing payment for the full cost of the project to receive the awarded reimbursement amount. Applicants may apply for up to 50% of their project's total cost with a minimum expense of \$1,000 and a maximum expense of \$20,000.

Sources of the matching funds may include cash, loans, other grants, and liquid capital assets dedicated to the project. State grant funds cannot be used as matching funds, but non-forgivable loans from the state may be used as a match.

Example: A grantee is working on a project that is expected to cost \$8,000. You would be reimbursed 50% (\$4,000).

# **Application Review Policies and Processes**

# **Review process**

Funding will be allocated through a competitive process. MDA staff and external reviewers will evaluate all eligible applications based on the criteria in the <u>Application Scoring Sheet</u>. Reviewers may recommend whole or partial funding of a project. The commissioner of agriculture reviews the recommendations and makes the award decisions. Reviewers, staff, and the commissioner may consider geographic distribution as well as the applicant's history as a state grantee, including performance on previous grants, compliance with state rules and regulations, and capacity to perform the work. The MDA is required to consider a grant applicant's past performance and financial and operational capacity before awarding grants. (MINN. STAT. 16B.981, Subd.2-5, OGM Policy 08-02: Policy on Rating Criteria for Competitive Grant Review (PDF), and OGM Policy 08-06: Preaward Risk Assessment of Potential Grantees (PDF).)

We will notify applicants, both successful and unsuccessful, in writing. Applicants may request a summary of reviewers' comments.

## **Conflicts of interest**

State grant policy requires that steps and procedures are in place to prevent individual and organizational conflicts of interest, both in reference to applicants and reviewers (MINN. STAT.16B.98 and OGM Policy 08-01 Conflict of Interest in State Grant-Making Policy).

Organizational conflicts of interest occur when:

- A grantee or applicant is unable or potentially unable to give impartial assistance or advice to the MDA due to competing duties or loyalties.
- A grantee's or applicant's objectivity in carrying out the grant is or might be otherwise impaired due to competing duties or loyalties.

In cases where a conflict of interest is suspected, disclosed, or discovered, the applicants or grantees will be notified and actions will be pursued, including but not limited to revising the grant work plan or grantee duties to mitigate the risk, requesting the grant applicant to submit an organizational conflict of interest mitigation plan, disqualification from eligibility for the grant award, amending the grant, or termination of the grant contract agreement.

# Privacy notice and data classification

The information provided by an applicant will be used to assess the applicant's eligibility to receive a grant under this program. The decision to apply for this grant is voluntary, and applicants are not legally required to provide any of the requested information. Applicants may decline to complete this application without any legal consequence. However, only completed applications will be considered for a grant; incomplete applications will not be considered.

Data provided in this application is initially classified by the Minnesota Data Practices Act as private or nonpublic, although some or all of the data will generally become public at various points of the application process unless the data are otherwise classified by state or federal law. Access to private or nonpublic data is limited to those authorized by law, including but not necessarily limited to MDA staff and contractors with a valid work assignment to access the data, parties authorized by the applicant, parties identified in a valid court order or federal subpoena, Minnesota Management and Budget, Minnesota Department of Administration, the state auditor, and the legislative auditor. If necessary, the MDA may also share the data with law enforcement or the Office of the Attorney General.

Per Minnesota's statute on grants (MINN. STAT. 13.599):

- Names and addresses of grant applicants, and the grant amount requested, will be public data once application responses are opened.
- All remaining data in application responses (except for data otherwise classified by law, including trade secret information, see below) becomes public data after the evaluation process is completed (for the purposes of this grant, when all grant agreements have been fully executed).
- All data created or maintained by the MDA as part of the evaluation process (except trade secret information, see below) will generally be public data after the evaluation process is completed.

#### Procedure for claiming protection of trade secrets:

Trade secret information is classified as not public data. In order to qualify as trade secret information, the data in question must be provided to the MDA by the affected person (i.e. the data must be about the applicant) and otherwise meet the legal definition found in statute (MINN. STAT. 13.37, subd. 1(b)). In order for an applicant to assert trade secret protection for data submitted as part of this application: the applicant must: 1) clearly identify the specific formula, pattern, compilation, program, device, method, technique, or process that the applicant believes to be trade secret information; 2) describe what efforts the applicant takes to maintain the secrecy of the data; and 3) adequately explain how the data derive(s) independent economic value from not being generally known to, and not readily ascertainable by proper means by, other persons. Merely asserting trade secret protection does not, in and of itself, classify the data in question as not public; determining what data meet the definition of trade secret information is ultimately the legal responsibility of the MDA, and the MDA cannot guarantee that data identified as trade secret information by an applicant will be classified as such. If the MDA determines that data do not meet the definition of trade secret information, the data in question will be available to the public unless the applicant secures a court order saying otherwise.

All persons, businesses, and individuals applying for grants in the state of Minnesota must comply with applicable laws. Under the law titled Right of Setoff (MINN. STAT. 270C.65, subd. 3), a grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies, and to state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring a grantee to file state tax returns and pay delinquent state tax liabilities, if any.

# **Requirements for Grant Recipients**

# **Grant contract agreement**

Upon approval of an application and submission of required certifications and other documents, the applicant must sign a grant contract agreement showing their intention to complete the proposed tasks. This agreement must be signed within 30 days of being sent to the grantee.

Grant contract agreement templates are available for review at: Office of Grants Management Policies, Statutes, and Forms on the Forms and FAQs tab. We reserve the right to adjust these templates as we deem appropriate and necessary. The grant contract agreement will address the conditions of the award, including implementation for the project. Grantees should read the grant contract agreement, sign, and once signed, comply with all conditions of the grant contract agreement.

No work on grant activities can begin until a fully executed grant contract agreement is in place and the State's Authorized Representative has notified the grantee that work may start. The funded applicant will be legally responsible for assuring implementation of the work plan and compliance with all applicable state requirements including worker's compensation insurance, nondiscrimination, data privacy, budget compliance, and reporting.

# **Accountability and reporting**

It is the policy of the State of Minnesota to monitor progress on state grants by requiring grantees to submit written annual progress reports. Annual progress reports must be submitted each fall through 2028, or until all grant funds have been expended and all the terms in the grant agreement have been met, whichever is first. The MDA reserves the right to modify reporting requirements throughout the grant. Grant payments shall not be made on grants with past-due progress reports unless the MDA has given the grantee a written extension.

Information reported to the MDA may be classified as public data. Failure to regularly report, respond to surveys, and promptly respond to information requests may impact the grantee's ability to secure future funding from the MDA.

# **Authorized representatives**

Grantees must clearly post on the grantee's website the names of, and contact information for, the grantee's leadership and the employee or other person who directly manages and oversees a grant contract agreement on behalf of the grantee. Grantees who are individuals and do not have a website are exempt from this requirement. (MINN. STAT. 16B.98, subd. 5(d)).

# **Payments**

Grant funds are dispersed on a reimbursement basis. All requests for reimbursement must correspond to the approved grant budget. Requests must include two types of proof for each expense: proof of purchase (e.g., invoices, itemized receipts, etc.) and proof of payment (e.g., cleared checks, credit card statements, bank statements, etc.). Grantees may be asked to submit photos of their project. Ineligible items and their cost must be clearly delineated in the proof of purchase. Additional details can be found in the MDA Reimbursement Guide (PDF). We will not reimburse the grantee for expenses paid in cash.

Grants are considered taxable income. Grant payments may be used to fulfill federal and state tax liabilities or may be withheld until the grantee has paid any tax liabilities (MINN. STAT. 270C.65, Subd. 3 and other applicable laws).

# **Monitoring visits**

The grant contract agreement allows the MDA to monitor the progress of the project. Grantees may receive monitoring visits at the discretion of the MDA.

# **Bidding requirements**

All grantees must abide by the state's bidding requirements, based on their entity type.

#### Nongovernmental entities (including farms and individuals)

Grantees that are nongovernmental entities must use these guidelines:

- Any services and/or materials that are expected to cost \$100,000 or more must undergo a formal notice and bidding process.
- Services and/or materials that are expected to cost between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three verbal quotes or bids or be awarded to a targeted vendor.
- Services and/or materials that are expected to cost between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two verbal quotes or bids or be awarded to a targeted vendor.
- The grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through these entities are used when possible:
  - Office of State Procurement Targeted Group, Economically Disadvantaged, and Veteran-Owned Vendor List
  - o Metropolitan Council Underutilized Business (MCUB) Program Directory
  - o <u>Central Certification (CERT) Directory</u>
- The grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts.
- The grantee must maintain support documentation of the purchasing or bidding process used to contract services in their financial records, including support documentation justifying a single source bid, if applicable.
- Notwithstanding the above, the MDA may waive bidding process requirements when:
  - Vendors included in the response to a competitive grant request for proposal process were approved and incorporated as an approved work plan for the grant; or
  - It is determined there is only one reasonably able and available source for such materials or service any subrecipients must comply with prevailing wage rules, as applicable (MINN. STAT. 177.41 through MINN. STAT. 177.50).
- The grantee and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government (see <u>Suspended and Debarred Vendors, Minnesota</u> <u>Office of State Procurement</u>) and <u>System for Award Management (SAM.gov)</u>.

#### Political subdivisions and municipalities

Grantees that are political subdivisions or municipalities must use these guidelines:

- Municipalities are required to comply with the Uniform Municipal Contracting Law (MINN. STAT. 471.345).
- The grantee and any subrecipients must comply with prevailing wage rules, as applicable (MINN. STAT. 177.41 through MINN. STAT. 177.50).
- Municipalities and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government (See <u>Suspended and Debarred Vendors, Minnesota</u> <u>Office of State Procurement</u>) and <u>System for Award Management (SAM.gov)</u>.
- The grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts.

# **Publicity**

All projects funded by the MDA must publicly credit AGRI funding in all public communications, presentations and printed materials and include that information on the Grantee's website when practical.

# Affirmative action and non-discrimination policy

The grantee agrees not to discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status in regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age in regard to any position for which the employee or applicant for employment is qualified (MINN. STAT. 363A.02). The grantee agrees to take affirmative steps to employ, advance in employment, upgrade, train, and recruit minority persons, women, and persons with disabilities.

The grantee must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The grantee agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship (Minnesota Rules, part 5000.3500).

The grantee agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the <u>Minnesota Human Rights Act</u>.

# **Audits of project**

The grantee's books, records, documents, and accounting procedures and practices of the grantee or other party that are relevant to the grant or transaction are subject to examination by the Commissioner of Administration, the State granting agency, the State Auditor, the Attorney General, and the Legislative Auditor as appropriate (MINN. STAT. 16B.98 subd. 8). This requirement will last for a minimum of six years from the grant contract agreement end date, receipt, and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

# **Voter registration requirement**

The grantee will provide voter registration services for its employees (MINN. STAT. 201.162).

# **Right of Cancellation**

This Request for Proposal does not obligate the MDA to award a grant. The MDA reserves the right to cancel this Request for Proposal, if in the best interest of the program, agency, or the State of Minnesota. The State reserves the right to negotiate modifications to the application or to reject any and all applications received as a result of this Request for Proposals. The State does not intend to award a grant contract agreement solely on the basis of any response made to this request or pay for information solicited or obtained.

# **AGRI Background and Program Goals**

The Agricultural Growth, Research, and Innovation Program (AGRI) was established to advance Minnesota's agricultural and renewable energy industries (MINN. STAT. 41A.12). AGRI has made significant economic impacts by increasing productivity, improving efficiency, and assisting the development of agricultural products. The AGRI Prepare Grant encourages specialty crop and livestock producers to proactively buy and install supplies or equipment to reduce the production risks posed by extreme weather.

# **Application Scoring Sheet**

Evaluation criteria	Maximum score
Project description  • Applicant clearly describes their project.	15
<ul> <li>Applicant clearly and compellingly describes the need for the project, including the type(s) of extreme weather the operation has or expects to experience.</li> <li>Applicant describes how their project is directly related to weather resiliency and not a general farm improvement.</li> </ul>	20
Project impact	
<ul> <li>Applicant clearly and compellingly describes how the project will reduce the impact of extreme weather.</li> </ul>	25
Long-term sustainability	
<ul> <li>Project materials are useable from year to year or the applicant details how they will continue the practice. (5 pts)</li> </ul>	5
Priorities	F
<ul> <li>Farmer has been the principal operator for 10 years or less (5 pts).</li> </ul>	5
Project readiness, budget, work plan Applicant:	
<ul> <li>Documents all project costs and the budget is cost effective (5 pts).</li> <li>Includes a plan for paying for the project, including the portions not reimbursed by this grant (5 pts).</li> <li>Clearly explains the importance of this grant to completing the project (5 pts).</li> <li>Applicant demonstrates adequate planning, including quotes (5 pts).</li> <li>Applicant includes a work plan for their project that is realistic (10 pts).</li> </ul>	30
Total	100

# **Application Questions**

We're providing this preview of the application questions for your convenience. You will answer these questions in our online application system. Please log in and review the online application before you begin preparing your answers. Additional instructions for the questions may be provided within the full application. For questions that include a narrative response, be sure to give enough details for reviewers to be able to evaluate your response.

# **Applicant information**

#### **Contact information**

- Applicant name
- Mailing address
- Farm address
- Applicant telephone
- Applicant email
- County
- Website (if you have one)
- Minnesota State House District (use the <u>District Finder</u> if you don't know your district.)
- What is your feedlot registration number? (If applicable)

#### **Authorized representative**

- If awarded a grant, the person who will sign the Prepare Grant contract agreement for this organization. This is often you or other leadership on your farm.
  - o Name
  - o Telephone
  - o Email

#### Farm operation

- Farm name (if applicable)
- Organizational structure (select one):
  - Sole proprietorship or individual
  - Partnership
  - o LLP
  - o LLC
  - Corporation (Incorporated)
  - Estate
  - o Trust
  - Other
- If awarded a grant, would you accept the grant as an individual, farm entity, or Tribal government?
  - Individual
  - Farm entity
  - Tribal government

- If you will receive the grant as a farm entity, do you acknowledge you have read the following? (Yes)
  - To accept this award as a farm entity, your entity must be authorized to farm or have an exemption with the MDA. This requirement comes from the farming by business organizations statute (MINN. STAT. 500.24).
  - O If your entity is a pension or investment fund, corporation, limited partnership, limited liability company, or irrevocable trust, you must be certified by the MDA to be engaging in farming or having an interest in agricultural land. If awarded a grant, we will verify that your entity is listed on the MDA Corporate Farm Search.
  - If awarded a grant, we will verify that your farm entity is registered with the Minnesota Secretary of State.

#### Type and number of livestock

- What type of livestock do you raise or what type of livestock does your project impact?
  - Beef cattle
  - Dairy cattle
  - Swine
  - Sheep/Goats
  - Poultry
  - Horses
  - o Bison
  - Other (please specify)

# Type(s) of specialty crops

- If you grow specialty crops, select all specialty crops that this project will affect:
  - o Fruits and tree nuts
  - Vegetables
  - Culinary herbs and spices
  - Medicinal plants
  - Nursery plants
  - o Floriculture

#### Eligibility

- Confirm that the following statements apply to you or your organization.
  - I am a current Minnesota resident, my business is authorized to farm in Minnesota under MINN.
     STAT. 500.24, or I am applying on behalf of a Tribal government. (True)
  - I am a principal operator and/or have the authority to apply on behalf of the farm or tribal government. (True)
  - The farm or ranch is in Minnesota and produces and sells at least \$1,000 of livestock or specialty crop products annually or normally would sell at least \$1,000 of livestock or specialty crop products in a typical year. (True)
  - The farm entity, farm owner, or principal operator have not been suspended or debarred from doing business with the State of Minnesota or with the federal government. (True)

- Is the applicant or farm owner or principal operator an MDA employee or spouse of an MDA employee? (No)
- I understand that if my application is successful, the MDA cannot reimburse for any project expenses incurred for work performed before the contract is fully executed (expected to be in early May 2026). (Yes)
- o Is any other application to this program being submitted on behalf of this farm? (No)
- Has the applicant or any of the applicant's current board members or staff with authority to access grant funds been convicted of a felony financial crime in the last 10 years? You may need to sign a certification. (No)
- I attest that all information supplied in this application is true, correct and reliable to the best of my knowledge. (Yes or No)
- I attest and understand that the submission of inaccurate or misleading information may be grounds for disqualification from the grant contract agreement award and may subject me and my organization to suspension or debarment proceedings, as well as other remedies available by law to the state. (Yes or No).
- I attest and understand that the supporting documentation for the claims and assertions made within this application is available to the Minnesota Department of Agriculture for its review. (Yes or No)
- Has your farm previously received a Prepare Grant? (Yes or No)
  - If yes, briefly describe your previous grant project(s), including date(s) and amount(s) awarded.
     (1,000 characters, including spaces)

# **Project information**

#### **Project title**

- Applicant or farm name, item requested. Examples:
  - o Petersen Farm, irrigation improvement
  - Easy 8 Ranch, shade structure

#### **Farm description**

Briefly describe your farming or ranching operation. (500 characters, including spaces)

#### **Project description**

Describe your project—what are you going to do? (1,000 characters, including spaces)

#### **Project need**

- Describe the need for the project. Include the type(s) of extreme weather your operation has or expects to experience. (1,000 characters, including spaces)
- Describe how this project is directly related to weather resiliency and is not a general farm improvement?

#### **Project impact**

• Describe how the project will reduce the impact of extreme weather and increase weather resiliency on your farm. Include both short-term and long-term impacts. (1,000 characters, including spaces)

#### Long-term sustainability

- Is the project useable from year to year? (Yes or No)
  - o If no, describe how you will continue the practice.

#### **Priorities**

- Are you a beginning farmer? For this application, a beginning farmer is a person who has been farming for 10 years or less. (Yes or No)
  - o If yes, how long have you been farming?
  - o If yes, explain your role on your farm. (1,500 characters, including spaces)

## (Optional) Supporting documentation

• You may attach up to three letters of support from someone other than yourself (e.g., lender, Farm Business Management instructor, Extension educator, consultant, etc.) Each letter can be no longer than two pages. **Note:** Combine all files into one document before uploading. You may do this by scanning the letters together to create one document.

# **Project budget**

## **Total project cost**

• (Number only)

#### **Budget table**

- Create a budget using the example format below.
  - o Do not attach bid sheets or quotes from vendors instead of a budget table.
  - We will calculate your grant award using this information. This grant will reimburse 50% of the first \$20,000 in eligible expenses. Grant awards can range in size from \$500 to \$10,000.

Item	Quantity	Cost per unit	Total estimate	Source of estimate
Windbreak	1	\$15,000	\$15,000	Windbreak Inc.
Fence panels	100	\$15	\$1,500	ABC Fleet

#### **Budget narrative**

- Justify your budget and explain how you plan to pay for your project. (2,000 characters, including spaces)
  - Explain how you came to the estimates included in your budget.
  - Explain how you plan to pay for your project (financing, other grants, private investment, personal investment, organization funds, etc.). You cannot use other state grant funds to pay for this project, but you may use non-forgivable loans from the State.

O How important is this grant to your ability to undertake this project? If your application is not funded, what are your alternatives for financing the project?

## Documents showing project costs and ability to pay for project

- Submit documents such as:
  - Quotes or estimates from businesses for equipment or services.
  - Letters of commitment written by financial institutions or other organizations that will be providing funding through loans or credit.
  - Letters from your financial institutions showing you have sufficient cash reserves to fund this project.

# Work plan and timeline

- When do you plan to start your project? (mm/dd/yyyy)
- Create a work plan using the example format shown below. You should include the steps that you will take to successfully complete your project. For example, you might include target dates for requesting quotes, installing and testing equipment, and fully launching the equipment. Example:

Timeframe	Description of task or action item	Responsible party
June 2026	Request bids for hail netting	Self
July 2026	Order hail netting	Self
August 2026	Put hail netting on	Self