

# Montgomery County Agriculture Microenterprise Program (MCAMP) Pre-Application



Montgomery County, in conjunction with Montgomery County Business Development Center and Montgomery County Soil & Water, is applying for a \$200,000 grant through the New York State Office for Housing and Community Renewal. If awarded, The County's Agriculture Microenterprise Program (MCAMP) will target small agriculture businesses by providing much-needed working capital for start-up ventures or expansion of existing agriculture businesses.

The County anticipates assisting upward of 12 new or expanding businesses with local MCAMP grants. Businesses that qualify are eligible to receive grants ranging from \$5,000 - \$25,000 for their start-up or expansion projects. Grants are intended as working-capital for equipment, inventory and operation, NOT for construction.

**The deadline for all pre-applications is Monday, July 5<sup>th</sup>.**

*\*This pre-application is for pre-screening purposes only. Submittal of this form does not guarantee acceptance to the program if Montgomery County is awarded the funding. Applicants will still be required to submit a complete application at that time.\**

**Program Rules and Eligibility:**

1. The minimum grant amount will be up to \$5,000. Agriculture related businesses will be eligible for additional funding up to \$20,000 (\$25,000 total) for creating one new full-time-equivalent\* (FTE) job.
2. Grants are intended as working capital for equipment, inventory and operation, NOT for construction.
3. Applicants' planned or existing business operations **must be located within Montgomery County.**
4. Businesses must contribute at least 10% of the cost of the project in **cash equity**; MCAMP grants may not exceed 90% of the total project costs.
5. Applicants must be new and existing agriculture commercial enterprises with **five or fewer employees**, one or more of which may be the principal(s) and own the enterprise at the time of application.
6. Businesses receiving funding **must create one new job** offered to or made available to\*\* persons from low-to-moderate-income (LMI) families\*\*\* **OR be owned by a person defined as LMI.** (See below for National Objectives/ LMI Limits for definitions).
7. New jobs must start **within the \*\*\*\*two year State grant period** (roughly March 2022 – April 2023).
8. Businesses receiving grants must participate in an "Entrepreneurial Training Seminar," as a **requirement** for receiving funds. Training dates will take place in Winter of 2021 or the Spring of 2022.
9. A minimum of 50% of grant funds will be awarded to start-up businesses. Start-up is defined as an enterprise that has been in business fewer than six months at the time of application.

**National Objectives/LMI Limits**

*A portion (51%) of CDBG program funds must benefit persons defined as low-or-moderate-income based on federal "HUD" standards, equivalent to 80% of the HUD Area Median Family Income (AMFI). HUD defines the AMFI for Montgomery County as \$59, 000 in 2021 In order to qualify as LMI, persons must have combined **family incomes below the following limits** based on household size (i.e. # of persons):*

**Montgomery County, NY**

<b>Family Size:</b>	1 Person:	2 Persons:	3 Persons:	4 Persons:	5 Persons:	6 Persons:
<b>Income Limit:</b>	\$38, 850	\$44,400	\$49, 950	\$55, 500	\$59, 950	\$64, 400

**Notes:** \*Full-time-equivalent (FTE) job is any combination of two or more part-time jobs that, when combined, constitute the equivalent of at least 40 hours per week.

\*\* -- "Available to" LMI persons means the position must be advertised fairly and require no special skills or educational levels beyond a high school education.

\*\*\*-- Family income limits are for year prior to employment; there is no cap on salary for jobs created.

\*\*\*\*-- The two year State grant period starts the date that Montgomery County is awarded the Microenterprise Grant Program Funding

PROGRAM PRE-APPLICATION FORM  
Montgomery County Agriculture Microenterprise Program (MCAMP)



**Applicant Information**

Name of Business: \_\_\_\_\_  
Name of Principal Contact (must be business owner): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Business Location**

Business Address: *(physical location – current/anticipated)*: \_\_\_\_\_  
*(If location not yet secured, an executed lease agreement will be required prior to distribution of funds)*

Type of Business:            \_\_\_ Start-up                   \_\_\_ Expansion:  
How many years in business: \_\_\_\_\_  
Number of employees: \_\_\_\_\_

Type of Project: (Check all appropriate) *Note: Construction, labor, and real estate are ineligible expenses for this program.*

\_\_\_ Fixtures    \_\_\_ Inventory    \_\_\_ Working Capital    \_\_\_ Equipment    \_\_\_ Machinery  
\_\_\_ Other, if eligible: \_\_\_\_\_

Describe project and intended use of funds; be sure to justify grant expenses: *(Attach additional sheets if necessary)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Job Creation Eligibility**

Is job creation included in your project proposal? \_\_\_Y \_\_\_N  
*\*If yes, please explain - Include number of jobs and job descriptions. \*If no, please refer to LMI Owner Eligibility section below.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**LMI Owner Eligibility**

*If project does not include job creation, please complete information below to determine eligibility*  
Annual Gross Family Income: \_\_\_\_\_ # In Household: \_\_\_\_\_ Single Parent: \_\_\_Y \_\_\_N

**Business Start-Up/ Expansion Request**

*Total grant amount may not exceed \$25,000; grant may not exceed 90% of total project costs.*  
Estimated cost of project: \$ \_\_\_\_\_ Grant Request: \$ \_\_\_\_\_  
Anticipated Project Start Date: \_\_\_\_\_  
Anticipated Expansion Completion/Business Opening Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please send all completed applications by **7/5/2021** to: **John VanDerwerken – (518) 853-7013**  
**Agricultural Economic Development Coordinator**  
**Montgomery County Soil and Water**  
[john.vanderwerken@ny.nacdnet.net](mailto:john.vanderwerken@ny.nacdnet.net)

