

# North Carolina Agricultural Manufacturing and Processing Initiative (NCAMPI)

## Grant Proposal Application

### Deadlines

The NCAMPI applications will be accepted on a rolling basis. The review, due diligence and decision to award or not award will take some time. An application that is correctly and fully completed will enable the process to be as efficient as possible.

Potential applicants are invited to contact the N.C. Department of Agriculture and Consumer Services (NCDA&CS) to discuss the proposal ahead of the application to ascertain fit and other guidance. Potential applicants are asked to email our office at [ncampi@ncagr.gov](mailto:ncampi@ncagr.gov).

### Public Records

Applications, attachments, and other written materials received by the Department are subject to the public records law. NCDA&CS is subject to the same economic development confidentiality standards as other state agencies. Documents that are the confidential trade secrets of a private entity should be clearly marked as such.

### Guidelines

The guidelines and supporting documents for the NCAMPI can be found [here](#).

### I. Applicant Information

*Must select the entity type below with whom the grant will be administered:*

County Government

Economic Development Corporation

Municipality

Other Nonprofit or Governmental Entity

Educational Institution

Name of Organization Denoted Above:

Mailing Address:

City:

State:

Postal Code:

County:

Date of Incorporation:

Federal Tax Identification/EIN:

Website:

**Organization Contact Information**

Prefix:

First Name:

Last Name:

Title:

Telephone:

Email:

**Organization Project Contact**

Prefix:

First Name:

Last Name:

Title:

Telephone:

Email:

**Chair of Organization Board of Directors or Equivalent**

Prefix:

First Name:

Last Name:

Title:

Telephone:

Email:

## **II. Private Partner (Company Name)**

Company Name:

Mailing Address:

City:

State:

Postal Code:

County:

Physical Address/Project Location:

City:

State:

Postal Code:

County:

Date of Incorporation:

Federal Tax ID/EIN:

Website:

## **Private Partner (Company) Contact Information**

Prefix:

First Name:

Last Name:

Title:

Telephone:

Email:

### **III. Project Information**

**Project Title:**

*This may be the project name used for economic development purposes.*

**Grant Request Amount:**

**Total Project Cost:**

*Note: total grant request amount cannot exceed the lesser of 50 percent of the project cost or \$5,000,000*

**Project Start Date:**

**Project End Date:**

*Note: The Applicant (Organization) and the Private Partner (Company) must be able to demonstrate the financial capacity to carry out the project should the grant be awarded.*

### **Project Description – Summary**

*Text box of up to 100 words that should include the name of the applicant organization, all partners involved in the project, a description of project tasks, a description of the anticipated outcomes, and expected benefits to NC farmers and/or growers (basically the elevator pitch)*

**Expected Benefits** *Please check all that apply:*

*Job Creation*

*Increased Wages*

*Private Capital Investment*

*Reduced Farmer/Grower Costs*

*Increased NC Farmer/Grower Production*

*Increased Pricing Value for NC Agricultural Products*

*Other (please specify):*

In 250 words or less (total), explain how each of the checked benefit categories will apply.

## **Geographic Impact**

Please list the county where the project will be housed:

Please list counties that will directly benefit from the project:

Please describe the presence and concentration of the agricultural product to be utilized or enhanced by this project:

## **Project Description (Main Body)**

*In not more than 1,000 words, please provide more detail on the project, background information, and funding priorities. Main points covered should include:*

- *What is the purpose of the project? Who are the partners involved in the project?*
- *What gaps facing NC farmers/growers will this project address?*
- *What are the outcomes expected relevant to NCAMPI goals?*
- *Will the project benefit small and/or mid-sized farming and growing operations?*
- *Who are the beneficiaries?*
- *How long will it take?*
- *How will you define and measure success?*

*Note: Enter on next page*



**Project Tasks**

*Please list the tasks that need to be completed for project success and the time frame for each task.*

1.

2.

3.

**Project Measurement**

*Please describe how you will demonstrate success, using specific, quantifiable, and measurable outcomes. Data such as NC-101 forms to show job creation or county agriculture statistics to demonstrate increased production would be examples of such metrics.*

*Such measures may use output (100 farmers sold product to this facility) or outcome measures (those farmers gained \$x in income from this new market).*

Note: Enter on next page

**Project Budget**

Please complete the NCAMPI Budget Worksheet.

**Signatures**

Organization Chief Executive:

Organization Board Chair:

**IV. Attachments**

Applicant Most Recent Financial Statement (preferably audited)

List of Applicant Board Members

Letter or Resolution of Support from Applicant Board of Directors

NCAMPI Budget Worksheet

Three years of financial statements for Private Partners that will benefit directly from the project (Income Statement, Statement of Cash Flows, Balance Sheet) – may be marked as confidential/trade secret for nonpublic companies. These documents may be sent directly to [ncampi@ncagr.gov](mailto:ncampi@ncagr.gov). Please include the Project Name in the communication.

- Other relevant information
- Feasibility studies
- Site plans/architectural drawings
- Photos
- Equipment specifications
- Letters of Support