

**Steuben County Agriculture & Farmland Protection Board**  
**PRE-PROPOSAL**  
**for the NYS Farmland Protection Implementation Grant Program**

This pre-proposal has been prepared by the Steuben County Planning Department in partnership with the Agriculture & Farmland Protection Board (AFPB) as a tool to gauge the viability and competitiveness of projects seeking endorsement by the AFPB for application to the New York State Farmland Protection Implementation Grant (FPIG) program. The AFPB reserves the right to reject applications deemed incomplete.

**Instructions:**

The AFPB anticipates that NYS Department of Agriculture and Markets (NYSDAM) will announce the next round of the FPIG program and issue a Request for Applications in Spring 2018. In order to endorse competitive projects for submission, the AFPB must receive pre-proposals for consideration no later than February 1, 2018.

- To receive email announcements, send your contact info to [planning@co.steuben.ny.us](mailto:planning@co.steuben.ny.us)
- Pre-Proposals (including emailed forms) must include the required signatures, and must be received by 3:30 p.m. on February 1, 2018.
- Via hand-delivery, by 3:30 p.m. on February 1, 2018.
- Via mail, please postmark three days prior to submission deadline.
- Mailing/Delivery address: *Steuben County Agriculture & Farmland Protection Board  
c/o Steuben County Planning Department  
3<sup>rd</sup> floor, County Office Building  
3 E Pulteney Square  
Bath NY 14810*
- Via email, by 3:30 pm on February 1, 2018 to [planning@co.steuben.ny.us](mailto:planning@co.steuben.ny.us). If emailing, please ensure the email file size is 10MB or less, including photos. You are encouraged to call the Planning Department at 607-664-2268 to ensure receipt of emailed proposals.

**Proposals must include:**

- **Completed Pre-Proposal:** Please complete all relevant sections of the pre-proposal form to the best of your ability. Forms may be printed and filled in by hand, or form fields can be filled in on the digital copy, then saved and/or printed. Additional sheets may be used as necessary.
- **Steuben County Farm Service Agency Maps (required):** Aerial photo maps identifying Highly Erodible Soils (HEL) can be obtained from the local Farm Service Agency office (607-776-7398). Please make your request in advance so the maps may be submitted with your pre-proposal. For farm operators in the FSA system, please have your farm number and tract number available. For non-farm owners, please have tax map numbers available.

- **Photos (optional):** Up to four (4) photos of important scenic viewsheds or distinguishing features of the farm may be submitted. Photos may be prints, digital files on a CD/DVD, or emailed if within file size limits above.

Once Pre-Proposals have been received and NYSDAM has issued a Request for Applications:

- Members of the Steuben County AFPB will score each farm project using criteria developed by the AFPB. Scoring criteria will align with NYSDAM criteria stated in the Request for Applications.
- Farm project representatives may be invited to attend a meeting with the Board, at which the farmer may briefly summarize their application and answer questions from the AFPB to assist in scoring. Attendance is encouraged, but not mandatory.
- The AFPB will use this scoring process and other relevant information to select one or more projects to receive AFPB endorsement. Landowners of endorsed projects will then work directly with an entity eligible to submit applications to the state FPIG program, such as the Finger Lakes Land Trust (FLLT.) Note: FLLT works across 12 counties and may only submit six applications to the FPIG program each grant cycle. Therefore, the FLLT will select the most competitive projects receiving local endorsements to submit to the state program.
- All farm owners submitting pre-proposals will be notified of the decision as soon as possible, so the full state application process may begin with selected owners and the FLLT.

### **Links and Resources:**

For questions and assistance with the Pre-Proposal process:

- Steuben County Planning Department: [planning@co.steuben.ny.us](mailto:planning@co.steuben.ny.us), 607-664-2268, *Staff support to the AFPB; submission assistance; mapping resources*
- Cornell Cooperative Extension- [steuben@cornell.edu](mailto:steuben@cornell.edu), 607-664-2300, *Technical assistance to applicants; grant program workshops*

Eligible State FPIG Program Applicant Partner:

- Finger Lakes Land Trust (FLLT) – [info@fllt.org](mailto:info@fllt.org) or 607/275-9487

Steuben County Agriculture and Farmland Protection Plan (for use in question 25):

[www.farmplan.steubencony.org](http://www.farmplan.steubencony.org)

NYS Department of Agriculture & Markets Farmland Protection Program:

- Program Info - [https://www.agriculture.ny.gov/ap/agsservices/fp\\_impl\\_grants.html](https://www.agriculture.ny.gov/ap/agsservices/fp_impl_grants.html)
- State application and supporting materials - <https://www.agriculture.ny.gov/RFPS.html>

### **Notes:**

Some questions address the status of plans or other documents pertaining to the farm operation. These documents may be requested as part of the farm project review and scoring by the AFPB.

As part of the review and scoring process, in addition to the Pre-Proposal submitted by the applicant, the AFPB will receive from the Steuben County Planning Department parcel data and mapping information. This will include aerial photographs, tax maps, soil classification data, agricultural district enrollment, natural resources/protected lands data, and housing, land use, and infrastructure data from various cited sources.

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FARM or FARMER NAME(S):

TOWN(S):

PRIMARY CONTACT: NAME:

PHONE:

MAILING ADDRESS:

EMAIL (required):

IS THIS APPLICATION FOR:

A SINGLE FARM OPERATION

A JOINT PROPOSAL \*

LEAD APPLICANT NAME:

OTHER CO-APPLICANTS:

\* JOINT APPLICANTS: COMPLETE THIS PRE-PROPOSAL FOR YOUR FARM PARCELS ONLY. FOR DESCRIPTIVE QUESTIONS RELATING TO THE ENTIRE FARM OPERATION, CO-APPLICANTS MAY DEFER TO LEAD APPLICANT RESPONSES.

IF THIS IS A JOINT PROPOSAL, DESCRIBE THE RELATIONSHIP BETWEEN FARM PROPERTIES AND APPLICANTS, INCLUDING HOW ALL CONTRIBUTE TO A SINGLE FARM OPERATION:

**CERTIFICATION:**

***I (WE) CERTIFY THAT ALL INFORMATION PRESENTED IN THIS PRE-PROPOSAL IS TO THE BEST OF MY (OUR) KNOWLEDGE ACCURATE AND TRUE.***

**PREPARER:**

**OWNER (IF DIFFERENT FROM PREPARER):**

**SIGNATURE:**

**SIGNATURE:**

**PRINT NAME:**

**PRINT NAME:**

**DATE:**

**DATE:**

**1. HAVE YOU CONTACTED A LAND TRUST OR OTHER ELIGIBLE STATE APPLICANT REGARDING WORKING TOGETHER ON A STATE PROPOSAL FOR THIS PROPERTY?**

**YES**

**NO**

**IF YES, ORGANIZATION AND CONTACT NAME: \_\_\_\_\_**

**2. HAVE YOU ALREADY CONTACTED YOUR MUNICIPALITY(IES) REGARDING SUPPORT FOR THIS PROPOSAL? (MUNICIPAL ENDORSEMENT OF PROJECTS IS REQUIRED PRIOR TO APPLICATION TO THE NYS FPIG PROGRAM)**

**YES**

**NO**

**IF YES, PLEASE EXPLAIN: \_\_\_\_\_**

**3. HAVE YOU ATTENDED ANY WORKSHOPS OR INFORMATION SESSIONS REGARDING THE NYS FARMLAND PROTECTION IMPLEMENTATION GRANTS (FPIG) IN THE LAST 3 YEARS?**

**YES**

**NO**

**IF YES, PLEASE EXPLAIN: \_\_\_\_\_**

**4. THE STATE PROGRAM HAS DIFFERENT PAYMENT OPTIONS. YOUR WILLINGNESS TO DONATE ALL OR PART OF THE VALUE OF THE DEVELOPMENT RIGHTS MAY MAKE YOUR APPLICATION MORE COMPETITIVE. PLEASE CHECK ALL THAT APPLY:**

**I INTEND TO APPLY FOR 100% PURCHASE OF MY DEVELOPMENT RIGHTS  
(WOULD REQUIRE ANOTHER SOURCE OF PUBLIC OR PRIVATE FUNDING FOR TRANSACTION COSTS)**

**I INTEND TO APPLY FOR 87.5% OF THE PURCHASE PRICE OF MY DEVELOPMENT RIGHTS  
(AND INTEND TO CONTRIBUTE 12.5% OF TOTAL PROJECT COSTS IN CASH OR DONATED LAND)**

**I INTEND TO DONATE MY DEVELOPMENT RIGHTS IN FULL UNDER THIS PROGRAM  
(BUT HAVE ALL PROJECT TRANSACTION EXPENSES PAID BY THE STATE)**

**I AM UNDECIDED**

**I NEED TO LEARN MORE ABOUT THE OPTIONS**

**OTHER:**

**5. DO YOU OWN ANY FARMLAND OR OPEN SPACE LANDS CURRENTLY PROTECTED THROUGH CONSERVATION EASEMENTS?**

**YES**

**NO**

**IF YES, PLEASE EXPLAIN: \_\_\_\_\_**

**6. PLEASE COMPLETE THE FOLLOWING FOR EVERY PARCEL OWNED BY THE APPLICANT:**

**(List all parcels, including any to be excluded from protection. Attach additional sheets as necessary.)**

<b>PARCEL OWNER</b>	<b>TOWN</b>	<b>TAX ID NUMBER</b> (example: 100.00-01-001.100)	<b>TOTAL PARCEL ACRES</b>	<b>TOTAL ACRES TO BE INCLUDED IN EASEMENT*</b>	<b>PRIMARY LAND USE(S)</b> (eg. CROP, BARN, HOUSE, WOODS, ETC.)
<b>TOTAL ACRES</b>					

\* Note, farmsteads, support land, etc. that contribute to the farm enterprise are generally eligible/encouraged for inclusion. Also, if only portions of certain parcels are to be protected, please submit map/plan that clearly shows the area to be protected.

**7. IF SOME PARCELS OR ACRES ARE TO BE RESERVED FROM THE PROJECT, PLEASE LIST AFFECTED PARCEL NUMBER, ACREAGE, AND REASONS, :**



**11. FARM BUSINESS ORGANIZATION:  
(CHECK ALL THAT APPLY)**

**SOLE PROPRIETORSHIP  
PARTNERSHIP  
LIMITED LIABILITY PARTNERSHIP  
CORPORATION  
LIMITED LIABILITY CORPORATION  
OTHER:**

**NAMES AND TITLES OF SOLE PROPRIETORS / PARTNERS / CORPORATE OFFICERS:**

**12. WHAT IS THE CURRENT STATUS OF YOUR FARM BUSINESS PLAN?**

- NO WRITTEN PLAN IN PLACE**
- PLAN IN PROCESS OF BEING WRITTEN**
- WRITTEN, BUT NOT IMPLEMENTED**
- UPDATED AND IMPLEMENTED IN PAST TWO YEARS**

**13. ARE ALL REAL PROPERTY TAXES CURRENTLY PAID? (SCHOOL, TOWN/VILLAGE, COUNTY)**

- YES**
- NO**

**IF NO, PLEASE EXPLAIN:**

**14. HAS THE FARM DECLARED BANKRUPTCY IN THE PAST 7 YEARS?**

- YES**
- NO**

**IF YES, PLEASE EXPLAIN: \_\_\_\_\_**

**15. DOES THE APPLICANT CURRENTLY RESIDE ON THE PROPOSED PROJECT PROPERTY?**

- YES**
- NO**

**IF NO, PLEASE EXPLAIN:**

**16. HAVE YOU SUBDIVIDED ANY PARCELS IN THE PAST FIVE (5) YEARS?**

- YES**
- NO**

**IF YES, PLEASE EXPLAIN: \_\_\_\_\_**

**17. PLEASE DESCRIBE MAJOR IMPROVEMENTS / INVESTMENTS INTO THE FARM OPERATION (AND THEIR ASSOCIATED TOTAL COSTS) MADE IN THE FARM BUSINESS IN THE PAST 10 YEARS THAT IMPROVED THE FARMS VIABILITY AND/OR INNOVATED YOUR FARM BUSINESS.**

**(EG. PURCHASED LAND, IRRIGATION OR DRAINAGE SYSTEMS, FRUIT TREES OR VINEYARDS, HERD EXPANSION, CONSTRUCTION OF BARN, FARM MARKET, MACHINERY, DIVERSIFICATION, OTHER FARM MANAGEMENT PRACTICES)**

**18. PLEASE LIST OFF-FARM COMMUNITY AND AGRICULTURAL ORGANIZATION MEMBERSHIPS AND LEADERSHIP RESPONSIBILITIES, AND ANY PERTINENT RECOGNITION RECEIVED BY THE FARM BUSINESS OR FARM FAMILY.**



19. TOTAL ACRES TO BE PROTECTED \_\_\_\_\_ total acres

PLEASE ALSO BREAK OUT LAND USES AND COVERAGE FOR PROTECTED LAND BELOW:

- A. ACRES FARMED \_\_\_\_\_ acres \_\_\_\_\_ % of total acres  
TILLABLE : \_\_\_\_\_ acres  
IMPROVED PASTURE \_\_\_\_\_ acres  
ACTIVELY FARMED MUCK LAND \_\_\_\_\_ acres
- B. SUPPORT LANDS \_\_\_\_\_ acres \_\_\_\_\_ % of total acres  
FARMSTEAD \_\_\_\_\_ acres or sq ft  
IF NOT ON SITE, DISTANCE TO FARMSTEAD: \_\_\_\_\_ miles  
BARN/SILOS/BUILDINGS \_\_\_\_\_ acres or sq ft  
OTHER: \_\_\_\_\_ acres or sq ft
- C. NON-TILLABLE LAND \_\_\_\_\_ acres \_\_\_\_\_ % of total acres  
HIGH-QUALITY TIMBERLAND \_\_\_\_\_ acres  
ACTIVE SUGAR BUSH \_\_\_\_\_ acres  
SCRUB / YOUNG STANDS \_\_\_\_\_ acres  
PONDS / WETLANDS \_\_\_\_\_ acres
- D. STREAMS / RIVERS / PONDS \_\_\_\_\_ linear feet  
SEASONAL STREAMS \_\_\_\_\_ linear feet  
CONSTANT FLOW (FOR DRAINAGE ONLY) \_\_\_\_\_ linear feet  
CONSTANT FLOW (FOR IRRIGATION,  
LIVESTOCK WATER, OR FIRE PROTECTION ) \_\_\_\_\_ linear feet

20. IF YOU REPORTED WOODS OR FOREST IN 19.C. ABOVE, DO YOU (CHECK ALL THAT APPLY):

- FOLLOW A WRITTEN MANAGEMENT PLAN THAT PROVIDES FOR FOREST REGENERATION  
CONDUCT HARVESTS AND OTHER MANAGEMENT PRACTICES THAT RESULT IN SUFFICIENT  
REGENERATION TO ENSURE FUTURE FOREST CROPS  
HAVE WOODS/FOREST, BUT NO PLAN FOR MANAGING FOREST LAND FOR REGENERATION

**21. PLEASE DESCRIBE ON-FARM CONSERVATION PRACTICES:**

- NO AGRICULTURAL ENVIRONMENTAL MANAGEMENT (AEM) PLAN OR WHOLE FARM PLAN COMPLETED TIER 1 OR TIER 2 AEM WORKSHEETS**
- COMPLETED WHOLE FARM PLAN OR TIER 3 AEM PLAN**
- IMPLEMENTED WHOLE FARM PLAN OR TIER 3 AEM PLAN**

**DESCRIBE ANNUAL CONSERVATION PRACTICES TO REDUCE SOIL EROSION OF CROPLAND.**  
(EG. COVER CROPS, MINIMUM/ZONE TILLAGE, RIPARIAN BUFFERS, SUBSURFACE DRAINAGE, DIVERSION DITCHES, ETC.):

**22. ARE ALL PROJECT PARCELS LOCATED WITHIN A CERTIFIED NYS AGRICULTURAL DISTRICT?**

- YES**
- CURRENTLY SEEKING INCLUSION OF ANY NON-ENROLLED PARCELS**
- SOME PLEASE EXPLAIN: \_\_\_\_\_**
- NONE**

**23. DO YOU HAVE ANY EXISTING EASEMENTS, RIGHTS-OF-WAY, OR OTHER ENCUMBRANCES ON YOUR PROPERTY? (GAS/WIND/SOLAR LEASES, UNDERGROUND PIPELINES, BURIED CABLES, EASEMENTS, ETC.)**

- YES**
- NO**

**IF YES, PLEASE PROVIDE RELEVANT DETAILS, INCLUDING LOCATION, CONDITIONS, LENGTH OF LEASE, ETC: (ATTACH MAPS OR ADDITIONAL SHEETS AS NECESSARY)**

**24. PLEASE DESCRIBE HOW PROTECTING THIS FARMLAND IS SIGNIFICANT IN ENHANCING THE AGRICULTURAL ECONOMY IN STEUBEN COUNTY.**

**25. PLEASE DESCRIBE HOW PROTECTING THIS FARMLAND SUPPORTS THE STEUBEN COUNTY FARMLAND PROTECTION PLAN ([www.farmplan.steubencony.org](http://www.farmplan.steubencony.org)) AND OTHER LOCAL PLANS AND POLICIES.**

**26. PLEASE DESCRIBE HOW PROTECTING THIS FARMLAND BUFFERS AND ENHANCES IMPORTANT NATURAL RESOURCES AND NATURAL AREAS.**

**27. PLEASE EXPLAIN THE DEVELOPMENT PRESSURES YOUR FARM BUSINESS AND FARMLAND IS EXPERIENCING. NARRATIVE CAN INCLUDE THE IMPACT OF DEVELOPMENT ON YOUR FARM BUSINESS, NEARBY CONVERSION OF LAND TO NON-FARM USES, DESIRE OF NEIGHBORS TO HAVE ACCESS TO PUBLIC WATER/SEWER, NEW DEVELOPMENT, ETC.**

**28. AS THE FARMLAND PROPERTY OWNER, PLEASE EXPLAIN WHY PROTECTING THIS FARMLAND IS IMPORTANT TO YOU.**

**\*\* This completes the landowner portion of the application. \*\***

**The following tables will be completed by the Steuben County Planning Department utilizing available GIS mapping data.**

**29. SOIL PRODUCTIVITY**

PARCEL TAX ID NUMBER	TOTAL ACRES TO BE PROTECTED	ACRES OF PRIME SOILS	ACRES OF STATEWIDE IMPORTANCE SOILS	TOTAL PRIME/ STATEWIDE ACRES	PERCENT OF TOTAL PROTECTED ACRES
<b>TOTAL</b>					

Source: U.S. Dept. of Agriculture, Natural Resources Conservation Service - Soil Survey Geographic (SSURGO) database

**30. AGRICULTURAL PROXIMITY**

	BORDERS	WITHIN 500 FT	WITHIN 1/2 MI	WITHIN 1 MI	WITHIN 2 MI
PROTECTED AGRICULTURAL PARCELS (AG CONSERVATION EASEMENTS)					
IDENTIFY:					

Source: FLIT

	BORDERS	WITHIN 500 FT	WITHIN 1/2 MI
ACTIVELY FARMED LAND			

Source: 2014 Aerial Photography

**31. NATURAL RESOURCES**

	<b>YES</b>	<b>NO</b>
<b>LOCATED WITHIN A DRINKING WATERSHED OR PRIMARY AQUIFER</b>		

Source: NYSDEC

	<b>ON SITE</b>	<b>WITHIN 500 FEET</b>
<b>SITE CONTAINS STATE / FEDERAL WETLANDS</b>		

Source: NYSDEC / USFWS

	<b>ON SITE</b>	<b>BORDERS</b>	<b>WITHIN 500 FT</b>	<b>WITHIN 1/2 MI</b>
<b>NYS DEC PROTECTED WATERWAYS IDENTIFY:</b>				

Source: NYSDEC

	<b>BORDERS</b>	<b>WITHIN 500 FT</b>	<b>WITHIN 1/2 MI</b>	<b>WITHIN 1 MI</b>	<b>WITHIN 2 MI</b>
<b>MUNICIPAL/STATE/COUNTY PARK OR OTHER PROTECTED NATURAL AREA OR PRIVATE LANDS PROTECTED BY A CONSERVATION EASEMENT</b>					

Source: Steuben County GIS Data

	<b>Acres</b>
<b>ZONE A FLOOD ZONES ON THE PROPERTY</b>	

Source: Federal Emergency Management Agency Flood Insurance Rate Maps

**32. PRESSURE**

	<b>ON SITE</b>	<b>WITHIN 500 FT</b>	<b>WITHIN 3/4 MI</b>	<b>WITHIN 1 MI</b>	<b>WITHIN 2 MI</b>
<b>TRANSPORTATION: INTERSTATE HIGHWAY ACCESS POINT/RAMP</b>					
<b>SEWER: PUBLIC SEWER LINE (IN R.O.W)</b>					
<b>WATER: PUBLIC WATER LINE (IN R.O.W.)</b>					

Sources: Steuben County GIS Data, NYSDOH

	<b>11+ UNITS</b>	<b>7-10 UNITS</b>	<b>4-6 UNITS</b>	<b>1-3 UNITS</b>	<b>0 UNITS</b>
<b>HOUSING: # OF NEW HOUSING UNITS WITHIN 1 MILE (BUILT SINCE 2000)</b>					
<b>COMMERCIAL DEVELOPMENT: BUSINESSES WITHIN 1 MILE (BUILT SINCE 2000)</b>					
<b>INDUSTRIAL DEVELOPMENT: FACILITIES WITHIN 1 MILE (BUILT SINCE 2000)</b>					

**Source: Steuben County Real Property Tax Data**