WILTON SIMPSON
COMMISSIONER

Florida Department of Agriculture and Consumer Services
Division of Marketing and Development

AGRICULTURE EDUCATION AND PROMOTION FACILITY REQUEST FOR FUNDING

Section 288.1175, Florida Statutes; Rule 5H-25.001, Florida Administrative Code
AgEducationFacility@FDACS.gov; (850) 617-7070

Please return to:
Florida Department of Agriculture and Consumer Services
Bureau of General Services
407 S. Calhoun Street, M4
Tallahassee, FL 32399

Applicant (Entity) Name: _____

Applicant Mailing Address: _____

_____

Applicant Phone Number: _____

Applicant Federal ID Number: _____

Agent Name and Title: _____

Agent Mailing Address:
(If different from applicant) _____

_____

Agent Phone Number(s): _____

Agent Email Address: _____

A. Proposed Project Information:

1. Project Name: _____
2. Physical Address:

   _____

   _____

3. Is the applicant a unit of local government as defined in Section 218.369, Florida Statutes (F.S.), or a fair association as defined in Section 616.001(11), F.S.?

   ☐ Yes ☐ No

   Note: If the answer to this question is No, the applicant is ineligible for funding. Failure to answer this question will result in the applicant being ineligible for funding.

4. Does the applicant hold title to the property on which the agriculture education and promotion facility is to be developed and located?

   ☐ Yes ☐ No

   If the answer to question A.4 is **Yes**, skip question A.5.

   If the answer to question A.4. is **No,** answer question A.5.

5. Is the applicant responsible for the planning, permitting, design, construction, renovation, management, and operation of the agriculture education and promotion facility?

   ☐ Yes ☐ No

Note: An applicant is ineligible for funding if it does not establish through its answers to questions A.4. and, if required, A.5. that it either (i) holds title to the property on which the agriculture education and promotion facility is to be developed or (ii) is responsible for the planning, permitting, design, construction, renovation, management, and operation of the agriculture education and promotion facility.

6. What county is the project located in? _____

7. The project location is located in (check the correct option):

   ☐ A municipality.

   ☐ An unincorporated area.

8. Has the municipality in which the agriculture education and promotion facility is located, or the county if the facility is located in an unincorporated area, certified by resolution after a public hearing that the proposed agriculture education and promotion facility serves a public purpose?

   ☐ Yes ☐ No

   Note: If the answer to this question is No, the applicant is ineligible for funding. Failure to answer this question will result in the applicant being ineligible for funding.

9. Is the location of the facility in a brownfield site as defined in Section 376.79(4), F.S.; a rural enterprise zone as defined in Section 290.004, F.S.; an agriculturally depressed area as defined in Section 570.74, F.S.; or a county that has lost its agricultural land to environmental restoration projects?

   ☐ Yes ☐ No

10. Will there be a net increase, as a result of the facility, of total available exhibition, arena, or civic center space within the jurisdictional limits of the local government in which the facility is to be located?

    ☐ Yes ☐ No

    If **Yes**, what is the percentage of increase of total exhibition, arena, or civic center space?

    _____%

11. Economic Projections:
    a. Provide the highest projection on paid attendance attracted by the agriculture education and promotion facility to be funded.

       $_____

    b. Provide the proposed economic impact of the facility on the local community.

       $_____

12. What is the distance between the project facility and the nearest Institute of Food and Agricultural Sciences (IFAS) facility? Provide the distance in feet if less than one mile and in miles if one or more miles, rounding to the nearest tenth of a mile.

Distance: _____

Name of IFAS facility: _____

Address of IFAS facility: _____

B. Application Documentation

1. Scope of Work: Provide a completed EXHIBIT A, SCOPE OF WORK.

2. Funding Request and Match Information: Provide a completed EXHIBIT B, FUNDING REQUEST AND MATCH INFORMATION.

3. Annual Visitors: Provide projections which demonstrate the agricultural education and promotion facility will serve more than 25,000 visitors annually. As an example, the applicant may provide a list of annual events and the anticipated number of visitors for each event. Attach as EXHIBIT C, ANNUAL VISITORS.

   Note: Failure to provide this requested documentation will result in the applicant being ineligible for funding.

4. Historic Record: Provide a brief narrative and archival documentation to demonstrate the historic record of the applicant in promoting agriculture and educating the public about agriculture, including, without limitation, awards, premiums, scholarships, auctions, and other such activities. Archival documentation may include, but is not limited to, charters, advertisements, brochures, awards, or other relevant documentation. Attach as EXHIBIT D, HISTORIC RECORD.

APPLICANT CERTIFICATION

I hereby certify that the information included in this application and its attachments and exhibits is accurate to the best of my knowledge and is in keeping with the requirements for the evaluation and prioritization of funding requests for agriculture education and promotion facilities as defined in Section 288.1175, F.S.

_____ _____
Signature Date

_____ _____
Print Name Title

Applications must be postmarked or electronically submitted by October 1 of each year.

WILTON SIMPSON
COMMISSIONER

EXHIBIT A

Florida Department of Agriculture and Consumer Services
Division of Administration

SCOPE OF WORK

Applicant (Entity) Name: _____

Agent Name and Title: _____

Project Name: _____

SECTION 1: Use of Funds

Agriculture Education and Promotion funds will be used for the following purposes (check all that apply):

- ☐ Constructing a new facility. *(If checked, complete Section 2.)*
- ☐ Renovating an existing facility. *(If checked, complete Section 2.)*
- ☐ Planning for construction or renovation. *(If checked, complete Section 2.)*
- ☐ Designing for construction or renovation. *(If checked, complete Section 2.)*
- ☐ Permitting for construction or renovation. *(If checked, complete Section 2.)*
- ☐ Payment of Debt Service. *(If checked, complete Section 3.)*
  (This option includes using funds to: pay or pledge for the payment of debt service on, or to fund debt service reserve funds, arbitrage rebate obligations, or other amounts payable with respect to bonds issued for the planning, design, permitting, construction, or renovation of an agriculture education and promotion facility or for the reimbursement of such costs or the refinancing of bonds issued for such purposes. *Refer to Section 288.1175(7), Florida Statutes.*)

SECTION 2: Proposed Project (Constructing, Renovating, Planning, Designing, Permitting)
If this Section is not applicable based on answers to Section 1, leave blank.

A. Provide a general description of the proposed project.

B. Provide a description of each facility that is part of the proposed project's scope of work, its intended use, and its current dimensions. If square footage is being added to an existing facility, provide the projected additional square footage for the facility.

C. Provide a list of the proposed tasks to be performed during the proposed project, such as site work, electrical work, mechanical work, engineering, or architectural work.

D. Provide a tentative project schedule for the tasks to be performed during the proposed project (assuming an August 15th grant agreement execution date), to include the anticipated project length, the length of time anticipated to be required for each task, the tentative task completion dates, and the tentative project completion date.

E. Provide an explanation of the proposed project's cost projections.

F. Attach any facility photos, plans, drawings, specifications sheets, or similar items that will aid with understanding the proposed project's scope of work.

SECTION 3: Payment of Debt Service

If this Section is not applicable based on answers to Section 1, leave blank.

A. Provide an explanation of the applicant's proposed payment of debt service under Section 288.1175(7), Florida Statutes.

B. Provide the following information:

Original amount of debt: _____

Current balance of debt: _____

Purpose of debt incurred: _____

Amount of Total Award Requested for Payment of Debt Service: _____

WILTON SIMPSON
COMMISSIONER

EXHIBIT B

Florida Department of Agriculture and Consumer Services
Division of Administration

FUNDING REQUEST AND MATCH INFORMATION

Applicant (Entity) Name: _____

Agent Name and Title: _____

Project Name: _____

SECTION 1: HISTORICAL FUNDING INFORMATION

A. Has Agriculture Education and Promotion Facility funding previously been awarded to the applicant for this project?

Yes ☐ No ☐

B. If the answer to question A is **Yes**, provide the contract numbers:

_____

SECTION 2: REQUESTED FUNDING AND PROPOSED MATCH

A. Requested Funding

Total Amount Requested: _____

Total Amount of Match: _____

Match Percentage: _____

(To calculate the match percentage, divide the Total Amount of Match by the Total Amount Requested, then multiply by 100.)

Note: An applicant that does not propose a Match Percentage of more than 40% is ineligible for funding.

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B. Source of Match Funds

	Description of Source of Match Funds	Amount
1.	_____	_____
	_____	
2.	_____	_____
	_____	
3.	_____	_____
	_____	

(Attach additional pages as necessary.)

C. Use of Land or Improvements as Match Funds (Complete if applicable to Applicant.)

1. Are any of the match funds from the value of the land or any improvements thereon?

   Yes ☐ No ☐

2. If the answer to question C.1. is Yes:

   i. How much of the match funds are from the value of the land or any improvements thereon?

   _____

   ii. What is the total value of the land and any improvements? _____

   iii. What is the amount of any encumbrances on the land? _____

Note: An applicant that proposes using the value of land or any improvements as match funds may only propose using the amount that exceeds the value of any encumbrances on the land.

SECTION 3: APPLICANT CERTIFICATIONS

A. Does the applicant certify that the proposed match funds have not been proposed as match funds in a prior application for a project that was funded by the Florida Legislature?

Yes ☐ No ☐

B. Funding requested herein must be used for an agriculture education and promotion facility as defined in Section 288.1175(3), F.S., and "only for the public purpose of paying for the planning, design, permitting, construction, or renovation of an agriculture education and promotion facility or to pay or pledge for the payment of debt service on, or to fund debt service reserve funds, arbitrage rebate obligations, or other amounts payable with respect to bonds issues for the planning, design, permitting, construction, or renovation of such facility or for the reimbursements of such costs or the refinancing of bonds issues for such purposes." *Refer to Section 288.1175(7), F.S.* Pursuant to Section 288.1175(6), F.S., these funds may not be expended to develop or subsidize privately owned facilities, except for facilities owned by fair associations as defined in section 616.001(11), F.S.

Does the applicant certify that its funding request meets the requirements provided in the paragraph above?

Yes ☐ No ☐

SECTION 4: MATCH DOCUMENTATION

Provide documentation that the applicant has provided, is capable of providing, or has financial or other commitments to provide more than 40 percent of the costs incurred or related to the planning, permitting, design, construction, or renovation of the facility. Examples of such documentation include, but are not limited to, letters of statement from the match provider accompanying a resolution, an adopted budget item, a permit waiver, or letters of promise for in-kind services or cash donation. The applicant may include the value of the land and any improvements made to the property in determining its contribution to the development of the facility. If the applicant is using the property value as part or all of the matching requirement, the applicant must own the property and provide a copy of a certified appraisal or tax assessor's report. If the applicant is using any property improvements as part or all of the matching requirement, this must be documented by providing copies of paid invoices for such improvements.

Note: An applicant's failure to provide the documentation requested in this section will result in the applicant being ineligible for funding.