



## **NEW YORK STATE ASSOCIATION OF AGRICULTURAL FAIRS**

### **AG AWARENESS PROJECT PROGRAM 2023**

The Ag Awareness Committee of the New York State Association of Agricultural Fairs invites your member Fair to submit a proposal for funding in **2023**. The Committee will make available up to \$1,700.00 toward these approved projects.

Eligible Fairs must submit their Application **by December 27, 2022**. The Committee will review the proposals and where necessary meet with the individual Fairs during Convention to discuss the final details.

#### **Background and Purpose**

The purpose of the Ag Awareness Committee is to work to achieve an ongoing awareness of agriculture in New York State and to expand the role that the Association plays in the industry.

In order to help meet the goals of the program, the NYSAAF is making funds available to **reimburse** its member Fairs for approved activities that meet the criteria of the program and promote agriculture in New York.

#### **Project Eligibility**

Proposed projects must meet all of the criteria identified in this Application.

- Funds can be used for new educational exhibits, such as: a blacksmith, a beekeeping exhibit, broom making, wine making, agri-tourism, barn tours, cheese making, a maple syrup display or even new, ag-related entertainment – **as long as you do not currently have the exhibit at your Fair.**
- Funds can be used towards the purchase of additional equipment, animal pens, seating, milking parlor equipment for an agriculture related department.

- Funds can also be used to take an exhibit you already have to a new level. A good example of this would be to hire someone to make a program interactive, such as providing narration at your milking parlor.
- All exhibits must display the sign provided by the Committee acknowledging the New York State Association of Agricultural Fairs.
- All projects must receive prior approval by the Committee.

(These are only a few suggestions of the types of activities that we consider to be an appropriate use of the available funds.)

### **Ineligible Costs**

The following types of expenses will not be considered: maintenance or repair projects, billboards, street signs, parking lot signs, office expenses, advertising costs, handouts, postage or salaries of regular Fair employees.

### **Funding**

Funds available to each Fair will not exceed \$1,700.00. Eligible costs will be determined by the Committee.

### **Project Duration**

These funds are to be spent during the calendar year in which they are received. The payment voucher and receipts for all expenses must be received, along with photos and a written report of the activities, in order to be reimbursed by NYSAAF.

### **Proposal Format**

Use the attached Application Form to provide the information about your proposal.

### **Payment**

Funds will be paid on a reimbursement basis, however, a request for an advance payment will be considered by the Committee on an individual basis. Prior to payment, the Coordinator and/or a Committee member will visit your Fair to ensure your Fair's conformance to the approved project.

If you receive additional funding for your project from another source, you can't submit to us a request for payment that duplicates payment from those funds.

# **NYSAAF AG AWARENESS PROJECT PROGRAM**

## **APPLICATION FORM**

### **Instructions**

- **Please provide all of the information requested**
- **Please make sure this Application is legible**

### **Applicant Information**

**Name of Fair** \_\_\_\_\_

**Fairgrounds Address** \_\_\_\_\_

\_\_\_\_\_

**Fair Dates** \_\_\_\_\_

### **Contact Information**

**Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**Phone** \_\_\_\_\_

**Email** \_\_\_\_\_

Mail or email your completed Application Form by December 27<sup>th</sup> to:

**Renée St. Jacques**  
**NYSAAF Agricultural Awareness Committee Chair**  
**92 Bain Rd, Argyle, NY 12809**  
**(518) 730-8024 Cell Phone**  
**Email: st.jacques.r@gmail.com**



**3. What is your proposed budget for this project? List any funds received from outside sources for this project.**

**4. List the name of the person(s) from your Fair who will be involved with this project.**

**5. Describe the benefits to your Fair that you see occurring as a result of this project.**