



# ELIGIBILITY FORM

## Dairy Improvement Fund



GENERAL INFORMATION						
Applicant Name						
Borrower Address				City/State/Zip		
Phone Number				Primary Contact		
Business Name						
Business Address				Business City/State/Zip		
<b>Business Type</b>	<input type="checkbox"/> Proprietorship	<input type="checkbox"/> Partnership	<input type="checkbox"/> S-Corp	<input type="checkbox"/> C-Corp		
	<input type="checkbox"/> LLC	<input type="checkbox"/> LLP	<input type="checkbox"/> Other (describe)		Year Established:	
<b>Owner Name(s)</b>			<b>% Owned</b>		<b># of Years Farming</b>	
Business Description						
Type of Operation						
Description of product and/or service						
Additional companies affiliated with this company, if applicable				% Ownership in Applicant		



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### LOAN REQUEST SUMMARY

Who will finance the construction of your project (if applicable)?

Bank Name:	Bank Contact Person's Name:
Contact's Phone:	Contact's email address:

Provide details regarding the sources of funds to finance the project

Owner Cash Equity Investment: \$	
DIF Loan Amount: (maximum amount \$250,000) \$	Loan Term Requested:
Cost Share of Grant(s): (if applicable) \$	Source of Grant(s):
Other Financing: (if applicable) \$	Source of Other Financing:
<b>Total of Funding Sources for this project:</b> \$	

Identify and explain any creditor delinquency:



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### PROJECT DESCRIPTION / PROJECT COST

Fully describe the project to be completed:

<p>Does your project require construction?</p> <p><input type="radio"/> Yes   <input type="radio"/> No</p>	<p>Has any part of the project started so that you are requesting a waiver? (A waiver is required to finance any project costs incurred prior to application.)</p> <p><input type="radio"/> Yes   <input type="radio"/> No</p>
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What is your project timeline? (Please note, the amount of time to close a loan after loan application approval can vary depending upon the conditions that need to be met and other factors).

Provide details regarding the use of funds.

Describe each cost associated with the proposed project. Provide copies of vendor quotes, contractor estimates, cost estimates, specific equipment, or land details. Attach additional pages as needed.

Project Element	Cost of Project Element
1.	
2.	
3.	
4.	
5.	
6.	
Contingency Cost:	
<b>Total Project Costs:</b>	



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### OTHER INFORMATION REQUIRED

1. Land Agreements: Provide copies of any existing or proposed lease agreements, purchase and sale agreements, and permanent agricultural conservation easements pertaining to the project.
2. Written statement of how this project will maintain or improve your dairy enterprise.
3. Letters of Commitment from other sources of financing (if applicable).
4. Provide the coming year's farm plan or equivalent business plan or production coversheet (if applicable).

Applicant acknowledges and agrees that the Department of Agriculture, Conservation and Forestry will share the information contained in this form and any other documents submitted in connection herewith with the Finance Authority of Maine and the members of the DIF Eligibility Review Committee and Financial Review Committee.

### SIGNATURE of APPLICANT

Signature \_\_\_\_\_

Date \_\_\_\_\_

Title \_\_\_\_\_

Printed Name \_\_\_\_\_

**PLEASE SEND COMPLETED ELIGIBILITY FORM AND ALL REQUIRED SUPPORTING DOCUMENTS TO:**

**Maine Department of Agriculture, Conservation and Forestry**

Agricultural Resource Development Division

28 State House Station

Augusta, ME 04333

Attn: DIF Eligibility