

BC FARM BUSINESS ADVISORY  
SERVICES PROGRAM

# APPLICATION



**PART A—APPLICANT INFORMATION**

Please complete the sections below that apply to you. (check one in each section)

Section 1 You are applying as:		
<input type="checkbox"/> A sole proprietor (individual):		
First Name	Middle Name	Last Name

<input type="checkbox"/> A partnership, corporation or other association of persons.		
Organization Name (If applicable)	Contact Person	
Names of partner (s) or shareholder (s): <i>(attach separate page if necessary)</i>		
First Name	Middle Name	Last Name
First Name	Middle Name	Last Name
First Name	Middle Name	Last Name

Section 2 You are applying as
<input type="checkbox"/> An established farmer engaged in commercial agriculture production having a minimum of \$10,000 annual gross farm income from sales. <i>(See definition in program overview.)</i>
<input type="checkbox"/> A beginning farmer (an individual who is new to farming or to a farming enterprise, or who intends to establish a farm business, or who has owned and operated a farm business for less than three years). You must provide proof of ownership or control of productive agricultural assets (owns/rents/leases) to generate farm income and demonstrate that your farm business will have annual gross farm income from sales of \$10,000 or more within three years of applying.
<b>Note:</b> <i>Due to program resource constraints, beginning farmer approvals may be limited.</i>

File Number (Office Use Only)	
Date Application Received	
Census Division	

Please provide the following contact information:			
Mailing Address		Farm Address	
City/Town/Village	Postal Code	Regional District	
Day Phone #	Alternate Phone #	Facsimile #	Email Address

Do you have B.C. Assessment Farm Status?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you completed the Taking Stock workbook and prepared a farm action plan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you reported farm income tax to CCRA in the past year?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**PART B – TYPE OF SERVICE**

Please indicate which service you are applying for:

Tier 1  Basic Farm Financial Assessment

Tier 2  Specialized Business Planning (please indicate Business Management Area)

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Business strategy    | <input type="checkbox"/> Human resources      | <input type="checkbox"/> Succession planning  |
| <input type="checkbox"/> Marketing strategy   | <input type="checkbox"/> Financial management | <input type="checkbox"/> Business structures  |
| <input type="checkbox"/> Production economics | <input type="checkbox"/> Risk management      | <input type="checkbox"/> Value-added ventures |

Please indicate whether you have had a Farm Business Assessment or other Business Planning completed under the previous Canada Farm Business Advisory Services program.		
Farm Business Assessment	<input type="checkbox"/> Yes Year: _____	<input type="checkbox"/> No
Specialized Business Planning (If yes, indicate type of report: _____)	<input type="checkbox"/> Yes Year: _____	<input type="checkbox"/> No
Planning and Assessment for Value Added Enterprises	<input type="checkbox"/> Yes Year: _____	<input type="checkbox"/> No
<p><b>Note:</b> A farm entity that received funding for a farm business assessment under the previous Canadian Farm Business Advisory Services Program (CFBAS) within the past three years is not eligible for Tier 1 support. However, a farm may be eligible for Tier 2 assistance if it has not received funding under CFBAS Specialized Business Planning in the same business management area being applied for.</p>		

Name of eligible Farm Business Advisor providing services for this application	
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**PART C – FARM TYPE AND SIZE**

Please indicate the top 3 commodities you produce (number 1 to 3) and the number of livestock or total area in production

#	Commodity	Size
	Beef—cow calf	
	Beef—feeder	
	Dairy	
	Hogs	
	Horses	
	Sheep and goats	
	Broiler Hatching Egg	
	Chicken	
	Eggs	
	Other Livestock-specify	

#	Commodity	Size
	Turkey	
	Blueberries	
	Cranberries	
	Strawberries	
	Raspberries	
	Grapes	
	Tree Fruits	
	Cole Crops	
	Greenhouse	

#	Commodity	Size
	Potatoes & Vegetables	
	Vegetables-Processing	
	Forage	
	Grain & Oilseeds	
	Floriculture	
	Nursery	
	Ginseng	
	Nuts	
	Mushroom	
	Other Crop-specify	

**PART D – DECLARATIONS AND CONSENT TO USE PERSONAL INFORMATION**

By submitting this form for benefits under the Ministry of Agriculture and Lands’ Farm Business Advisory Services Program, I/We:

- Hereby declare that the information provided in this application is true and correct in every respect and that I/We have not applied more than once for each of Tier 1 and Tier 2 Services.
- Authorize the Province of British Columbia, it’s employees or agents to use the information contained within this application and data relating to my/our farming operation to verify this application and to administer, audit, analyze, evaluate, and improve the Growing Forward programs administered by the Province of British Columbia and the Government of Canada.
- Acknowledge that I/we are presently actively engaged in the farming entity (i.e. participate in the day-to-day operations of the farm) and am/are British Columbia resident(s) over 19 years of age.
- Understand that failing to comply with all other application requirements may delay the processing of the application, or may make me/us ineligible for receiving assistance under the program.
- Acknowledge that the completion and submission of this application form does not oblige BCMAL, their agents, servants, and employees to provide funding for the services herein.
- Agree to participate in an evaluation and/or audit of the program.
- Understand that personal information on this form is collected under the Freedom of Information and Protection of Privacy Act, s.26(c).
- The information collected will be used in furtherance of and in a manner consistent with an activity of the public body; that is the Farm Business Advisory Services Program being delivered under the Canada-British Columbia Growing Forward Framework and Bilateral Agreements.
- If you have any questions about the collection, use and disclosure of this information, contact: George Geldart, Manager, Agri-food Business Development Program, BC Ministry of Agriculture & Lands, 4607-23rd Street, Vernon, BC, Ph. 250-260-3000.

**PART E- SIGNATURE(S)**

**Disclaimer:** The British Columbia Minister of Agriculture and Lands and the Minister of Agriculture and Agri-Food Canada, their officers, servants, and agents accept no responsibility nor will they be held liable for any claims, demands, losses, or actions which may be made or taken against them, rising out of the advice, operation or any other action related to the B.C. Farm Business Advisory Services program.

**NOTE - Work started on B.C. Farm Business Advisory Services projects prior to receiving approval from the B.C. Ministry of Agriculture and Lands will not be eligible for support under this program.**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ at \_\_\_\_\_, B.C.

\_\_\_\_\_  
Name of Applicant, *please print*

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Name of Applicant, *please print*

\_\_\_\_\_  
Signature of Applicant

**CHECK LIST - Please ensure you have included the following documents with the completed application form:**

**Tier 1 Applicants**

- If you are applying as a beginning farmer or intend to establish a farm business, include proof of ownership and control of productive agricultural assets (owns/rents/leases) to generate farm income, and documentation demonstrating that the farm will generate annual gross farm income from sales of at least \$10,000.
- A copy of your completed farm action plan.

**Tier 2 Applicants**

- If you are applying as a beginning farmer or intend to establish a farm business, include proof of ownership and control of productive agricultural assets (owns/rents/leases) to generate farm income, and documentation demonstrating that the farm will generate annual gross farm income from sales of at least \$10,000.
- A copy of your completed farm action plan.
- The specialized business planning services project proposal completed by your Farm Business Advisor as noted in the deliverables information (signed by you and an eligible Farm Business Advisor).

**Forward your completed, signed application and supporting documentation to:**

**B.C. Farm Business Advisory Services Program  
B.C. Ministry of Agriculture and Lands  
4607 23<sup>rd</sup> Street  
Vernon B.C. V1T 4K7  
Fax: 250 549-5488**

**For further information please contact:**

**B.C. Farm Business Advisory Services Program  
Phone: 1-877-702-5585  
Website: [www.al.gov.bc.ca/busmgmt/index.htm](http://www.al.gov.bc.ca/busmgmt/index.htm)**

***“Good plans shape good decisions. That’s why planning helps to make elusive dreams come true”***

Lester R. Bittel  
The Nine Masters Keys of Management