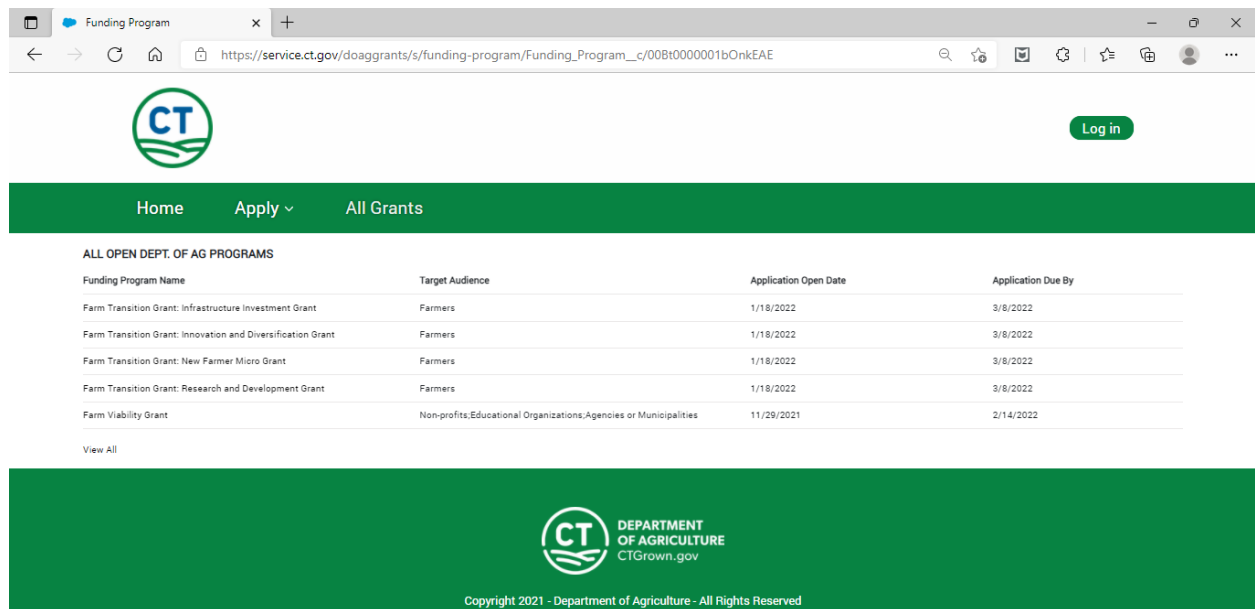
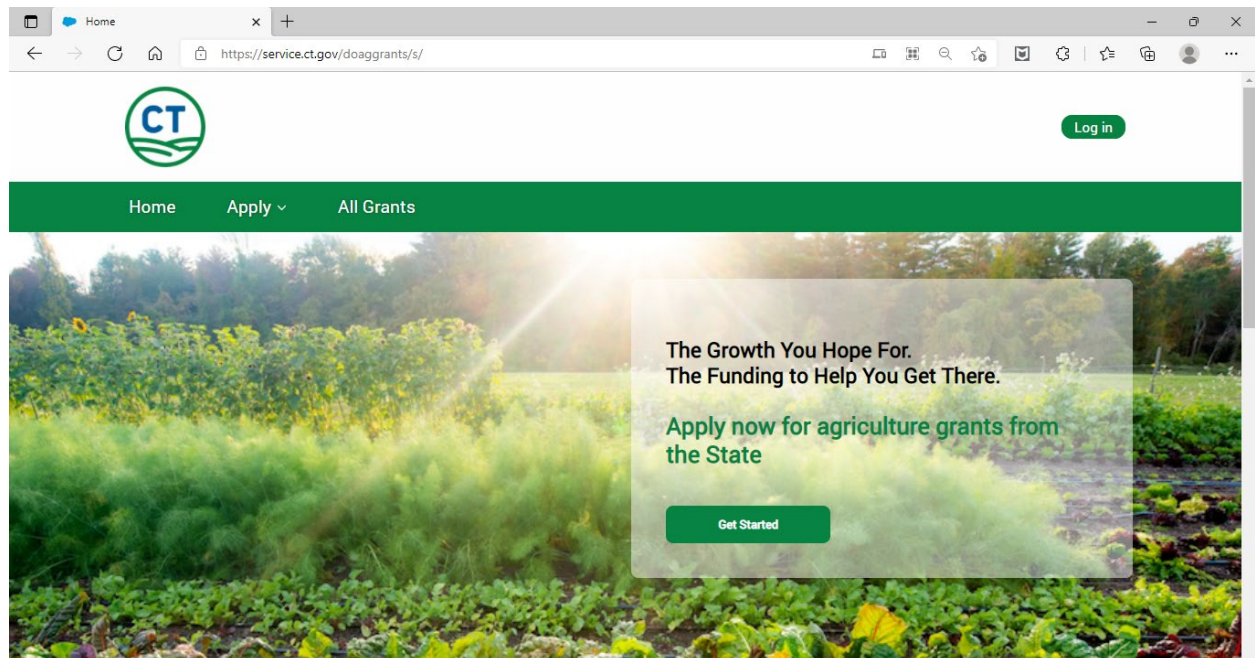


Step 1: Go to <https://service.ct.gov/doaggrants/s/> to visit the DOAG Grants Portal.



Step 3: Choose one of the categories of the Farm Transition Grant.

#### Step 4: Click Apply.

The screenshot shows the 'Funding Program: Farm Transition Grant: New Farmer Micro Grant' page. The 'Apply' button is visible in the top right. A green callout box contains the following text:

**Please note: there is a strict 15-minute timeout on the online application if you are not actively typing.**

We strongly encourage all applicants to complete the application narrative questions found at the end of the guidance document and have them ready to copy and paste into the application portal. Please save your application often by hitting "Save Progress" at the bottom of the pop-up screen and entering in a pause reason so that you may resume your saved application. If you do not save often, you may be forced to recreate your application. All applications must be submitted by the deadline in order to be considered for funding regardless of technical difficulties.

The page also displays the following information:

- Application Open Date:** 1/18/2022
- Application Due By:** 3/8/2022
- Status:** In Progress
- Program Overview:**
  - Status:** In Progress
  - Funding Program Name:** Farm Transition Grant: New Farmer Micro Grant
  - Target Audience:** Farmers
  - Application Open Date:** 1/18/2022
  - Application Due By:** 3/8/2022
- Program Details:**
  - Max Award Amount:** \$5,000
  - Match Requirement:** 25%

Step 5: Fill out your Organization Information. The Business Registration ID is a 7-digit "Business ID" or "Business ALEI" number issued by the Secretary of the State to each domestic and foreign business entity that is registered with the Secretary of the State. A business entity registered with the Secretary of the State may find or confirm its Business ID number by [Clicking here](#)

If you do not have a Business ALEI because your business structure does not require you register with the Secretary of State, please type "NA" into the box.

The screenshot shows the 'Apply' form for the 'Farm Transition Grant: New Farmer Micro Grant'. The form is divided into two main sections:

**Organization Information**

- \* Business Registration ID (aka Business ALEI):** NA
- \* What best describes your organization?** Farm
- \* Do you have a written business plan?** Yes
- \* In what year was the business plan last updated?** 2021
- \* Have you received other Connecticut Department of Agriculture Grants in the last five years?** No
- \* Are you performing any farming activities?** Yes


**Farm Information**

- \* Do you farm full time or part time?**

At the bottom of the form, there are three buttons: 'Save Progress', 'Previous', and 'Next'.

## Step 6: Fill out your Farm Information.

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Home Apply ▾ All Grants

Funding Program

Farm Transition Grant: New Farmer Micro Grant

Application Open Date

1/18/2022

Application Due By

3/8/2022

Status

In Progress

Program Overview

Status  
In Progress

Funding Program Name  
Farm Transition Grant: New Farmer Micro Grant

Target Audience  
Farmers

Application Open Date  
1/18/2022

Application Due By  
3/8/2022

Program Details

Apply

Are you performing any farming activities?

Yes

Farm Information

Do you farm full time or part time?

Full Time

How many years has your been operating?

0 - 2

Describe in detail the production agriculture carried out on the farm. Give acreage and quantities of the crops grown, the number and kinds of livestock, forest products, value added products, greenhouses, etc.

TEST

Rented/leased acres in production ag, owned acres in production ag, total acres in production ag

5.00

Do you have any farmland conservation restrictions on the land you on which you farm?

No


Veteran Farmer

No

Project Information

Save Progress Previous Next

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Home Apply ▾ All Grants

Funding Program

Farm Transition Grant: New Farmer Micro Grant

Application Open Date

1/18/2022

Application Due By

3/8/2022

Status

In Progress

Program Overview

Status  
In Progress

Funding Program Name  
Farm Transition Grant: New Farmer Micro Grant

Target Audience  
Farmers

Application Open Date  
1/18/2022

Application Due By  
3/8/2022

Program Details

Apply

Are you performing any farming activities?

No

Project Information

Project Title

TEST

Please provide a brief description of your proposed project.

TEST

Have you submitted an Application to Construct if land is protected through a conservation easement?

Not Applicable

Total Project Costs

\$100.00

Cash Match Provided ⓘ

\$25.00

Grant Funds Requested ⓘ


\$75.00

Attestation

Save Progress Previous Next

## Step 8: Confirm the Attestation.

← → ↻ 🏠 <https://service.ct.gov/doaggrants/s/funding-program/a2Yt0000000cPkaEAE/farm-transition-grant-new-farmer-micro-grant> 🔍 📧 ⚙️ ⭐ 📁 👤 ...



Home Apply ▾ All Grants

**Funding Program**  
Farm Transition Grant: New Farmer Micro Grant

Application Open Date: 1/18/2022 Application Due By: 3/8/2022 Status: In Progress

Program Overview

Status: In Progress

Funding Program Name: Farm Transition Grant: New Farmer Micro Grant

Target Audience: Farmers

Application Open Date: 1/18/2022

Application Due By: 3/8/2022

Program Details

**Apply**

\* Project Title

TEST

\* Please provide a brief description of your proposed project.

TEST

\* Have you submitted an Application to Construct if land is protected through a conservation easement?

Not Applicable

\* Total Project Costs

\$100.00

\* Cash Match Provided ⓘ

\$25.00

\* Grant Funds Requested ⓘ

\$75.00


**Attestation**

☒ I hereby certify that I'm a registered business in good standing with the State of Connecticut.

☒ I hereby certify I have submitted federal tax returns for the previous three years.

Save Progress Previous Next

← → ↻ 🏠 <https://service.ct.gov/doaggrants/s/funding-program/a2Yt0000000cPkaEAE/farm-transition-grant-new-farmer-micro-grant> 🔍 📧 ⚙️ ⭐ 📁 👤 ...



Home Apply ▾ All Grants

**Funding Program**  
Farm Transition Grant: New Farmer Micro Grant

Application Open Date: 1/18/2022 Application Due By: 3/8/2022 Status: In Progress

Program Overview

Status: In Progress

Funding Program Name: Farm Transition Grant: New Farmer Micro Grant

Target Audience: Farmers

Application Open Date: 1/18/2022

Application Due By: 3/8/2022

Program Details

**Apply**

**Application Questions**

Please indicate whether your business entity is: a sole proprietorship, a sole proprietorship DBA, a corporation, a single member LLC, a multiple member LLC, or a partnership.

\* Your Answer: ⓘ

TEST

Pause Previous Next

Step 10: Answer the second grant requirement regarding whether your project will be taking place on leased or rented property.

The screenshot shows a web browser window with the URL <https://service.ct.gov/doaggrants/s/funding-program/a2yt0000000cPkaEAE/farm-transition-grant-new-farmer-micro-grant>. The page features the CT logo and a navigation bar with 'Home', 'Apply', and 'All Grants'. A sidebar on the left lists 'Program Overview' and 'Program Details'. The main content area is titled 'Apply' and contains the following text:

**Application Questions**

Will your project take place on land that is rented or leased? If yes, be advised that you will have to upload a lease agreement to this application. A template lease agreement can be downloaded on the DOAG website. If your project will not be taking place on land that is leased or rented, please type in "Not applicable".

\* Your Answer:

At the bottom of the modal are buttons for 'Pause', 'Previous', and 'Next'.

The screenshot shows the same web browser window as above, but the 'Apply' modal is now displaying the 'Grant Narrative Question 1-' section. The text reads:


**Grant Narrative Question 1-**

Background – Please provide a summary of the farming or agricultural experience you have.


\* Your Answer:

The 'Pause', 'Previous', and 'Next' buttons remain at the bottom of the modal.

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Home Apply ▾ All Grants

**Funding Program**  
Farm Transition Grant: New Farmer Micro Grant

Application Open Date	Application Due By	Status
1/18/2022	3/8/2022	In Progress

▼ Program Overview

Status  
In Progress

Funding Program Name  
Farm Transition Grant: New Farmer Micro Grant

Target Audience  
Farmers

Application Open Date  
1/18/2022

Application Due By  
3/8/2022

▼ Program Details

Description

Apply

Application Questions

Grant Narrative Question 2-

Introduction – Introduce your business to the reviewers. Include information such as:


- a. How long you've been in business. (One to three years of production history is required to apply. You must also submit a crop plan.)
- b. An overview of what you produce and how many acres are in production on your farm. How/why that has changed over time?
- c. Summary of future project and business plans.

\* Your Answer: ⓘ


TEST

Pause Previous Next

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Home Apply ▾ All Grants

**Funding Program**  
Farm Transition Grant: New Farmer Micro Grant

Application Open Date	Application Due By	Status
1/18/2022	3/8/2022	In Progress

▼ Program Overview

Status  
In Progress

Funding Program Name  
Farm Transition Grant: New Farmer Micro Grant

Target Audience  
Farmers

Application Open Date  
1/18/2022

Application Due By  
3/8/2022

▼ Program Details

Description

Apply

Application Questions

Grant Narrative Question 3-

Project Explanation – Explain the project you wish to complete. Be sure your explanation answers the following.


- a. What would you like to purchase with grant funds?
- b. Describe how this purchase will impact your farm.
- c. How do you predict the completion of this project will impact your business for the next three to five (or more) years?

\* Your Answer: ⓘ


TEST

Pause Previous Next

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Home Apply ▾ All Grants

 **Funding Program**  
Farm Transition Grant: New Farmer Micro Grant

Application Open Date  
1/18/2022

Application Due By  
3/8/2022

Status  
In Progress

Program Overview

Status  
In Progress

Funding Program Name  
Farm Transition Grant: New Farmer Micro Grant

Target Audience  
Farmers

Application Open Date  
1/18/2022

Application Due By  
3/8/2022

Program Details

Apply

Application Questions

Grant Narrative Question 4-


Project Outcome or Impact – Identify at least one outcome you strive to achieve upon completing this project. Include three steps you will take to achieve this outcome. Be clear on how you will measure or achieve the goal.  
An outcome is defined as a quantifiable result and is usually accomplished after the project is done.  
Example: There will be a 7% increase in sales in 2020 by drawing new customers to the farm as a result of building the new retail farm store.

\* Your Answer: ⓘ


TEST

Pause Previous Next

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Home Apply ▾ All Grants

 **Funding Program**  
Farm Transition Grant: New Farmer Micro Grant

Application Open Date  
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3/8/2022

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In Progress

Program Overview

Status  
In Progress

Funding Program Name  
Farm Transition Grant: New Farmer Micro Grant

Target Audience  
Farmers

Application Open Date  
1/18/2022

Application Due By  
3/8/2022

Program Details

Apply

Application Questions

Grant Narrative Question 5-

Project Summary and Conclusions – Summarize the key points of this project and how it will transform your business.

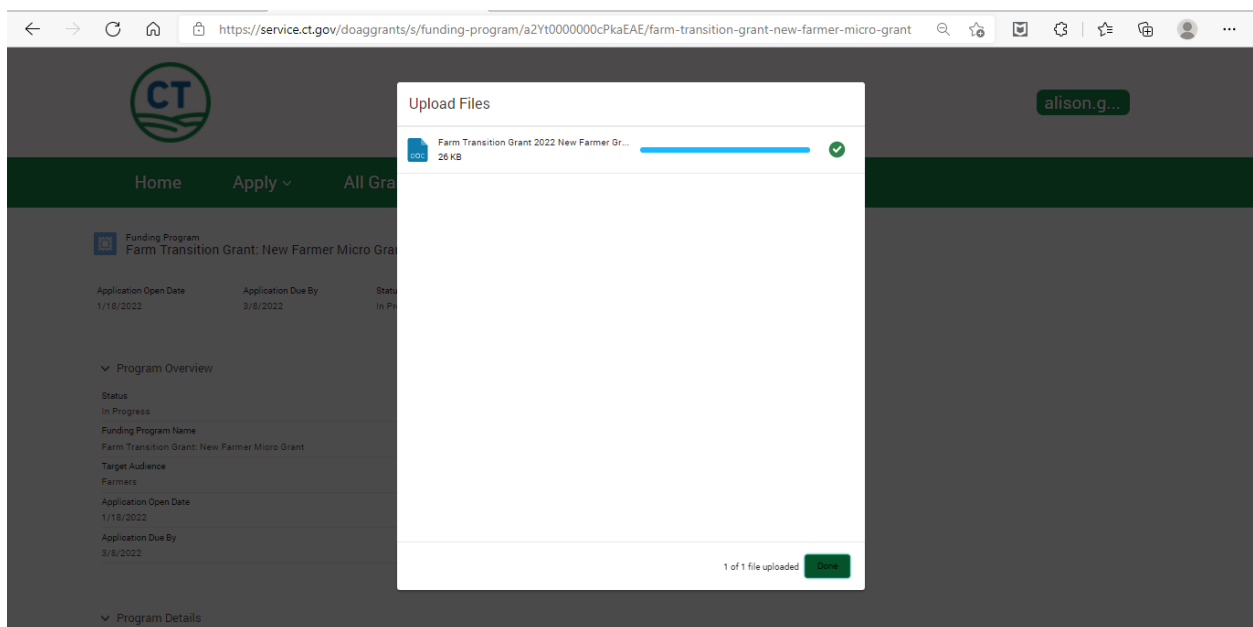
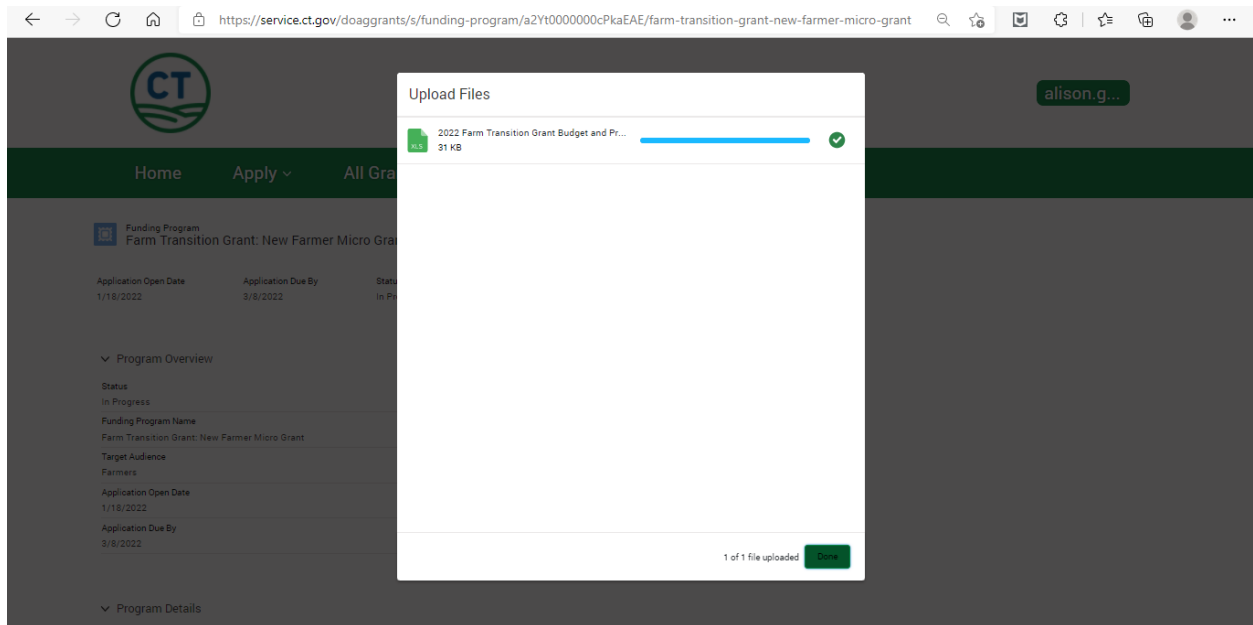
\* Your Answer: ⓘ

TEST

Pause Previous Next



Step 18: This screen shows when an attachment has been successfully uploaded. Ensure you see the green checkmark next to your document before clicking “Done”.




Step 20: At any point during your application, you can select “Save Progress”. Even if you think you are only leaving your computer for a second, select “Save Progress”. This software “times out” after 15 minutes and you will lose your progress. Always “Save Progress”. Enter in a reason for your pause.

The screenshot shows a web browser window with the URL <https://service.ct.gov/doaggrants/s/funding-program/a2Yt0000000cPkaEAE/farm-transition-grant-new-farmer-micro-grant>. The page features the CT logo and a navigation bar with 'Home', 'Apply', and 'All Gra'. A modal dialog titled 'Create Funding Request/ Application' is open, displaying a 'Pause Reason' text input field with the text 'Checking Application'. At the bottom of the dialog are 'Cancel' and 'OK' buttons. The background page shows details for the 'Farm Transition Grant: New Farmer Micro Grant' program, including application dates and status.

The screenshot shows the same web browser window as above. The modal dialog is now titled 'Apply' and displays the message 'This flow interview is now paused.' The background page remains the same, showing the 'Farm Transition Grant: New Farmer Micro Grant' details.

← → ↻ 🏠 https://service.ct.gov/doaggrants/s/funding-request/Funding\_Request\_c/008t0000001bOnqEAE 🔍 ⚙️ 📧 ⚙️ ⭐ 🗂️ 👤 ...


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[Home](#)
[Apply ▾](#)
[All Grants](#)
[My Applications](#)

**Paused Flows (1)** 🔗

Sorted Newest to Oldest ▾

Create Funding Request/ Application

**Pause Reason**  
pause

**Time Paused**  
2/28/2022, 8:44 AM

**Paused Step**  
Add Requirement Response


[Resume](#)

**ALL APPLICATIONS**

Funding Request Name	Application Date	Status	Funds Requested
AllRose Test: New Animal Barn	11/9/2021		\$20,000.00
AllRose Test: New Animal Barn	2/28/2022		\$20,000.00
TEST	2/25/2022	Submitted	\$75.00

Step 23: After clicking “Resume” on your “Paused Flow” you will return to the question you had previously left off on. You are free to move throughout the application by clicking either “Previous” or “Next”.

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[Home](#)
[Apply ▾](#)
[All Gra](#)

**ALL APPLICATIONS**

Funding Request Name	Funds Requested
AllRose Test: New Animal Barn	\$20,000.00
AllRose Test: New Animal Barn	\$20,000.00
TEST	\$75.00
Test	\$10,000.00
Test	\$15,000.00
<a href="#">View All</a>	

Create Funding Request/ Application

**Application Questions**

**Project Explanation**

Explain in detail the project proposal and how it will contribute to the creation/furthering of a Farm-to-School program.

•Please include details of what the project will accomplish and how it will be accomplished.

4,000 characters max

\* Your Answer: 0

yes

[Pause](#) [Previous](#) [Next](#)

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CT

Home

Apply

All Grants

ALL APPLICATIONS

Funding Request Name

AllRose Test: New Animal Barn

AllRose Test: New Animal Barn

TEST

Test

Test

View All

Create Funding Request/ Application

You are now ready to submit your application to the Department of Agriculture.

Please note that once submitted, the application cannot be edited.

Save Progress

Previous

Submit Application

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Funds Requested

\$20,000.00

\$20,000.00

\$75.00

\$10,000.00

\$15,000.00

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Home

Apply

All Grants

ALL APPLICATIONS

Funding Request Name

AllRose Test: New Animal Barn

AllRose Test: New Animal Barn

TEST

Test

Test

View All

Create Funding Request/ Application

Congratulations! Your application was submitted successfully!

You will receive an email confirming your submission shortly.

You may track your application status from the My Applications page or My Account page.

Next

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Funds Requested

\$20,000.00

\$20,000.00

\$75.00

\$10,000.00

\$15,000.00

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