



NEW ENGLAND FARMER MICROGRANTS PROGRAM

Letter of Support Guidance for Applicants

What is a “Service Provider”?

A service provider is any business, agency, organization, or consultant who provides technical, financial, or other business/professional assistance to farmers.

The purpose of the letter of support from a service provider is to:

Provide the grant application reviewers with a clear understanding that the requested funds will be used in accordance with the NEFMP grant guidelines as part of a larger vision for a successful project. Ideally, the letter of support will be written by someone familiar with the scope of work included in the grant proposal.

By requiring this brief letter of support, we hope to encourage New England farmers to tap into the extensive range of technical assistance and support services available in our region. We expect this will result in more successful outcomes for applicants seeking to access land, conduct farm transfer planning, or adopt regenerative agriculture and soil health practices on their farms.

A strong letter of support will:

- Describe the service provider’s relationship to the farmer.
- Describe the service provider’s understanding of the farmer’s goals and the circumstances that are relevant to the grant application.
- Briefly describe the service provider’s knowledge and credentials, either formal or informal, and how the services provided are related to the proposed project.
- Describe how the service provider feels the proposed project will aid in the farmer’s success.
- Include the service provider’s name, title, organization/business affiliation, address, email address, date, and signature (electronic signatures are acceptable).
- Be no more than 2 pages.

See example on next page.

For those applicants actively working with the USDA Natural Resources Conservation Service (“NRCS”), we will accept a copy of a conservation plan that is **relevant** to your proposed project, or a communication from NRCS that describes your engagement with them to meet the “letter of support” requirement.

Applicants will be required to upload the letter of support at the time of submission as a Word or PDF attachment.

New England Farmer Microgrant Example Letter of Support

Kristen Irvin
New England Program Coordinator
American Farmland Trust
One Short Street, Suite 2
Northampton, MA 01060

DATE

RE: 2023-24 NEFMP Application

Dear Kristen,

I am writing on behalf of [FARMER NAME] of [FARM NAME] located in [TOWN, STATE]. [FARMER] is a [beginning / experienced] farmer in [REGION] growing/raising [FARM PRODUCTS] seeking grant funds to [SUMMARIZE PROJECT PROPOSAL e.g. support the purchase of a ____]. The addition of [ITEM] to the [FARM] will allow [FARMER] to [ANTICIPATED IMPACT].

[SERVICE PROVIDER] has worked with [FARMER] for [X years/months] assisting [FARMER] with [HOW YOU ASSISTED FARMER]. We believe if awarded the grant, [EXPAND UPON ANTICIPATED IMPACT].

Sincerely,

Signature (electronic signature is acceptable)

Name

Title

Organization

Address

Address

Email Address