



## US VI DEPARTEMENT OF AGRICULTURE – MARKETING DIVISION

#1 Estate Lower Love  
St. Croix U.S.V.I. 00850  
e-mail: [billy.abraham@doa.vi.gov](mailto:billy.abraham@doa.vi.gov)  
Phone: (340)778-0993



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### VIDA Growers Capacity Building Program

## REQUEST FOR APPLICATION (RFA)

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*“Promoting Healthy Living”*

**GRANT AGREEMENT No. AM200100XXXXG023**

**Publication Date: September 19, 2022**

**Application Due Date: 11:59 PM Eastern Time on October 31<sup>st</sup>, 2022**

### **OVERVIEW**

The VI Department of Agriculture is seeking applications for the “Growers Capacity Building Program. This program promotes the Department mission of Developing and Promoting the Agriculture Industry in the US Virgin Islands.

### **LEGISLATIVE AUTHORITY**

Legislative authority is provided under section 101 of the Specialty Crops Competitiveness Act of 2004 (7 U.S.C. § 1621 note), as amended by section 10107 of the Agriculture Improvement Act of 2018 (Pub. L. No. 115—334) (Farm Bill).

### **CONTACT INFORMATION**

For inquiries about the Request for Application or submission of application, please contact (340) 778 -0995 or 0993 or email at [billy.abraham@doa.vi.gov](mailto:billy.abraham@doa.vi.gov).

### **ELIGIBLE APPLICANTS**

Individual or group of Farmers residing in the USVI, disadvantaged farmers, new and beginning farmers, veteran producers and underserved communities.

### **PROJECT DESCRIPTION**

VIDA Capacity Building Program is seeking to assist four farmers in developing their farms by providing them with education in agriculture development and technical assistance. Applications submitted under this solicitation must be received by the deadline date specified herein. Applications that meet the basic eligibility criteria and are thoroughly completed will



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be accepted and reviewed via a competitive process. Both selected and not-selected applicants will receive notification indicating whether or not you have been selected.

### **INTRODUCTION**

The Agriculture Sector is small in the USVI, so the few farmers who engages in farming tend to produce the same crops around the same time frame, which often result in product availability for a short period of time. Next, the product yield tends to be so small that the product is unavailable for months at a time as farmers wait for the next harvest.

The farmers in the US Virgin Island are at a financial disadvantage, so resources are not readily available to provide assistance to them. Thus, this problem contributes to the high import rate and inconsistent production of locally grown crops in the US Virgin Islands. A survey of the VI Market reveals that locally grown products are high in demand, but the few (financially disadvantage) farmers do not have capacity to produce enough on a consistent basis in order to curve the import rate.; thus, there is a great need to establish a Capacity Building Farmers program, which will seek to provide Education and Technical Assistance to develop farmers ability to produce crops in the USVI.

### **OBJECTIVE**

The Objective of this program will be to Increase community knowledge and awareness of producing and preparing locally grown crops

### **GOAL**

VIDA is seeking to establish a Capacity Building Program aimed at assisting VI farmers to produce locally grown crops on a production level. This project will seek to fill the gap between the farmers that have the will to farm but are at a financial disadvantage or may not have adequate resources to build a farming business.

VIDA will seek to Solicit four Farmers through public announcement and the implementation of a competitive review process. The selected Farmers will be subjected to agricultural courses in the following areas: Pest Control, Plant/Soil nutrition management, irrigation systems and fertilization; also, they will receive technical assistance to grow crops

### **EXPECTED OUTCOME/RESULTS**

VIDA Capacity Building Program will seek to achieve the following results:

- Increase access and awareness of locally grown produce in the US Virgin Islands relative to its health benefits and nutritional value.
- Increase competitiveness of specialty crops grown in the US Virgin Islands.
- Impact the high import rate of fruits and vegetables.
- Generate revenue for local farmers.



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### **ELIGIBILITY INFORMATION**

Prospective Participants must meet the following minimum requirements to be eligible to participate in this program:

- Must have an identifiable water source.
- Minimum of 1 acre of land; Proof of ownership or Permission to occupy property.
- Farmers License.

### **APPLICATION AND SUBMISSION INFORMATION**

All applications are due by **11:59 PM Eastern Time on October 31<sup>st</sup>, 2022** via:

- Hand submission – Agriculture Department (both on St. Croix and St. Thomas / St. John) or
- Email – [grants@doa.vi.gov](mailto:grants@doa.vi.gov) or [billy.abraham@doa.vi.gov](mailto:billy.abraham@doa.vi.gov).

### **REVIEW AND SELECTION PROCESS**

All applications receive under this solicitation will undergo a competitive Review Process to select the prospective participants for the VIDA Growers Capacity Building Program. That is, each application will be evaluated and scored based upon a point and rank system. This evaluation will be conducted by a panel of 3 members, who are not associated with the Department of Agriculture. Finally, 4 applications (2 for St. Croix district and 2 for St. Thomas/St. John district) with the top 5 scores (per island District) will be selected for the project.

### **AWARD ADMINISTRATION INFORMATION**

If selected for funding, the recipient must comply with all award conditions and all applicable requirements of federal statutes and regulations, including the applicable requirements referred to in the assurances and certifications executed in connection with the award acceptance.

### **PERIOD OF PERFORMANCE**

The period of performance anticipated herein is approximately two (2) years from the effective date of acceptance into the program.

### **APPLICATION INSTRUCTIONS**

Please complete this RFA thoroughly. **INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.** Make sure that the contact number and e-mail address provided are valid.

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*VIDA Growers Capacity Building Program*  
**APPLICATION**

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1. Applicant(s) Full Name: \_\_\_\_\_

Is the applicant at least 18 years old?  Yes  No

2. Current Address: \_\_\_\_\_

city \_\_\_\_\_ state \_\_\_\_\_ zip \_\_\_\_\_

3. What is the Address to Farm participating in Project: \_\_\_\_\_

4. Valid Contact Number: \_\_\_\_\_

5. E-mail Address: \_\_\_\_\_

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6. Please provide details on the availability and accessibility of water on the property.

\_\_\_\_\_

7. Please list all available resources i.e., personnel, equipment, materials, etc., which can be used toward this project activity.

\_\_\_\_\_

8. Describe how you plan to sustain/continue project activity or what are your long farming goals once the program ends.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



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9. Please indicate if you are willing to accept and use technical advice provided by the Cooperative Extension Service and the Virgin Islands Department of Agriculture. If not, state how you intend to address irrigation, fertilization, pests and other production practices.

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10. Please indicate if you are gainfully employed?  Yes  No.

11. Please indicate if you are a full or part-time farmer and how much time you are willing to spend on the project. \_\_\_\_\_

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12. How many years of farming experience do you have? \_\_\_\_\_

13. Please indicate if you have a farmer’s license?  Yes  No.

14. please indicate if you have outstanding balances owed to the VI Department of Agriculture?  
 Yes  No.

If yes, state the amount you owe and name the product or services received

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15. Please indicate your willingness to sign a cooperative Agreement between the VI Department of Agriculture and yourself if selected as a participant?  Yes.  No.

16. Below, please describe your plans to develop your farm / Land for production farming if your application is selected. You may describe your plans on a separate sheet (optional).

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**BUDGET NARRATIVE**

All expenses described in this Budget Narrative must be associated with expenses that will be covered Project.

Budget Summary	
Expense Category	Funds Requested
Equipment	
Supplies	
Contractual	
Other	
<b>Direct Costs Subtotal</b>	

<b>Total Budget</b>	
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**EQUIPMENT**

Describe any special purpose equipment to be purchased or rented under the project solicitation.. “Special purpose equipment” is tangible, nonexpendable, personal property having a useful life of more than one year and an acquisition cost that equals or exceeds \$5,000 per unit and is used only for research, medical, scientific, or other technical activities.

Rental of "general purpose equipment" must also be described in this section. Purchase of general purpose equipment is not allowable under this project solicitation.

#	Item Description	Rental or Purchase	Acquire When?	Funds Requested
1				
2				
3				
4				

<b>Equipment Subtotal</b>	
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**EQUIPMENT JUSTIFICATION**

For each Equipment item listed in the above table describe how this equipment will be used to achieve the objectives and outcomes of the project. Add more equipment by copying and pasting the existing listing or delete equipment that isn't necessary.

**Equipment 1:**

**Equipment 2:**



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**Equipment 3:**

**Add other Equipment as necessary**

**SUPPLIES**

List the materials, supplies, and fabricated parts costing less than \$5,000 per unit and describe how they will support the project goals and enhance the competitiveness of specialty crops.

Item Description	Per-Unit Cost	# of Units/Pieces Purchased	Acquire When?	Funds Requested

<b>Supplies Subtotal</b>	
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**SUPPLIES JUSTIFICATION**

Describe the purpose of each supply listed in the table above purchased and how it is necessary for the completion of the project's objective(s) and outcome(s).

**CONTRACTUAL/CONSULTANT**

Contractual/consultant costs are the expenses associated with purchasing goods and/or procuring services performed by an individual or organization other than the applicant in the form of a procurement relationship. If there is more than one contractor or consultant, each must be described separately. (Repeat this section for each contract/consultant.)

**ITEMIZED CONTRACTOR(S)/CONSULTANT(S)**





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*Provide a list of contractors/consultants, detailing out the name, hourly/flat rate, and overall cost of the services performed. Please note that any statutory limitations on indirect costs also apply to contractors and consultants.*

#	Name/Organization	Hourly Rate/Flat Rate	Funds Requested
1			
2			
3			
4			

<b>Contractual/Consultant Subtotal</b>	
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**CONTRACTUAL JUSTIFICATION**

*Provide for each of your real or anticipated contractors listed above a description of the project activities each will accomplish to meet the objectives and outcomes of the project. Each section should also include a justification for why contractual/consultant services are to be used to meet the anticipated outcomes and objectives*

**Contractor/Consultant 1:**

**Contractor/Consultant 2:**

**Contractor/Consultant 3:**

**Add other Contractors/Consultants as necessary**

**OTHER**

*Include any expenses not covered in any of the previous budget categories. Be sure to break down costs into cost/unit. Expenses in this section include, but are not limited to, meetings and conferences, communications, rental expenses, advertisements, publication costs, and data collection.*



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Item Description	Per-Unit Cost	Number of Units	Acquire When?	Funds Requested

<b>Other Subtotal</b>	
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**OTHER JUSTIFICATION**

*Describe the purpose of each item listed in the table above purchased and how it is necessary for the completion of the project's objective(s) and outcome(s).*