

**Farm Nutrient Management Scheme
(Northern Ireland) 2005**

**Scheme Booklet
FNMS I**





Foreword

One of DARD's corporate aims is the minimisation of pollution from agricultural sources. The Farm Nutrient Management Scheme is a key measure to help improve water quality. Adequate storage facilities for organic manure enable farmers to spread when climatic, soil conditions and crop uptake of nutrients are optimum, thereby ensuring more efficient use of available nutrients and reduced nutrient run-off to surface water.

The Nitrates Directive seeks to reduce or prevent water pollution caused by the application and storage of organic manure and chemical fertiliser on farmland.

The recent 'Total Territory' declaration under the Nitrates Directive, due to eutrophic (nutrient enriched) surface waters, will be followed by consultation on the Action Programme measures to be introduced across Northern Ireland. Key measures will include a closed period for spreading and a minimum livestock manure storage capacity requirement, which will necessitate an increase in storage capacity on many farms.

The provision of adequate, improved specification storage capacity will make a significant contribution to reducing point source and diffuse pollution from agriculture. It will therefore have a positive impact in securing compliance with the Nitrates Directive and other EC water Directives, including the Water Framework Directive which will be the key driver for water pollution policy in the future.



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Scheme documentation will be made available in alternative formats on request, eg Braille, large print, audio cassette, signed video cassette and minority ethnic languages. Please contact Agri-environment section, Orchard House.

I Definitions

In this booklet –

‘agriculture’ includes horticulture, food growing, seed growing, dairy farming, livestock breeding or keeping, the use of land as grazing land, meadowland, osier land, reed beds, market gardens and nursery grounds;

‘agricultural business’ means a business engaged in agriculture, separately managed from all other businesses;

‘applicant’, for the purposes of this scheme, will be the person who submits an application. This person will be deemed to be acting on behalf of the farm business, and all payments and correspondence will be issued to the farm business;

‘application’ means an application for a grant under Article 3 (1) of the Farm Nutrient Management Scheme (Northern Ireland) Regulations 2005 made in accordance with this Scheme;

‘dirty water’ means a low dry matter waste made up of water contaminated by manure, urine, effluent, milk and cleaning materials; it should have a Biochemical Oxygen Demand (BOD) no greater than 2,000 mg/litre; dirty water that is stored together with livestock manure is classified as livestock manure and rules applicable to livestock manure shall apply;

‘farmyard manure’ means a mixture of bedding material and animal excreta in solid form arising from the housing of cattle, sheep and other livestock excluding poultry;

‘freeboard’ is the term given to the unfilled depth (safety margin) at the top of a slurry or effluent tank or compound. Freeboard allowances are 750mm for earth bank lagoons and 300mm for all other structures. Freeboard is not a legal requirement for structures which are exempt under the Control of Pollution (Silage, Slurry and Agricultural Fuel Oil) Regulations (Northern Ireland) 2003 (SSAFO Regulations) (structures completed before 1st December 2003). It is, however, considered best management practice to adhere to freeboard requirements in all structures;



'slurry' means excreta produced by livestock whilst in a yard or building or a mixture consisting wholly or mainly of such excreta, bedding, rainwater and washings from a building or yard used by livestock or any combination of these, of a consistency that allows it to be pumped or discharged by gravity at any stage in the handling process; it excludes dirty water;

'the Department' means the Department of Agriculture and Rural Development (DARD);

'uncultivated land' means land with less than 25% of ryegrass and/or white clover or sown grasses indicative of cultivation;

'waterway' includes any river, stream, watercourse, inland water (whether natural or artificial) or tidal waters and any channel or passage of whatever kind through which water flows. It also includes the channel or bed of a waterway, which for the time being is dry. This is given in the Water (NI) Order 1999 and subsequent amendments.

2 Introduction

The aim of this Scheme is to provide financial assistance to farmers who are installing facilities to increase storage capacity for farm manures produced within the farm. This will assist compliance with Action Programme measures to be implemented under the Nitrates Directive and with the recently introduced Control of Pollution (Silage, Slurry and Agricultural Fuel Oil) Regulations (Northern Ireland) 2003 (SSAFO Regulations).

Completed preliminary application forms (FNMS 2) must be returned to a DARD County Agriculture Office by 5.00pm on Tuesday 01 March 2005.

Completed application forms (FNMS 3) and all supporting documentation then must be returned to a DARD County Agriculture Office by 5.00 pm on Wednesday 30 November 2005.

If an applicant wishes to submit form FNMS 3 only this must be returned to a DARD County Agriculture Office by 5.00 pm on Tuesday 01 March 2005.

All works must be completed and claims submitted to Grants & Subsidies Payments Branch, Orchard House, 40 Foyle Street, Derry/Londonderry, BT48 6AT by Thursday 30 November 2006.

Applicants must be able to demonstrate that they have a minimum of 22 weeks (26 weeks for pig and poultry enterprises) slurry storage capacity for all animals kept on the farm during the storage period, and a minimum of 26 weeks storage capacity for poultry litter and 22 weeks storage capacity for spent mushroom compost when works grant-aided under the Farm Nutrient Management Scheme (Northern Ireland) 2005 have been completed.

Grant aid will be available for the provision of a minimum of 22 weeks storage capacity for slurry and silage effluent (26 weeks slurry storage capacity for pig and poultry enterprises). Grant aid will also be available for the provision or roofing of middens for storage of farmyard manure, poultry manure and spent mushroom compost. In the case of middens grant aid will only be available for the provision of a minimum of 26 weeks storage capacity for poultry manure and

22 weeks storage capacity for spent mushroom compost . Funding will be limited to storage of manure/slurry produced within the farm.

Grant aid will also be available for the provision of dirty water storage tanks. All dirty water must be collected. Farmers are therefore advised to minimise production of dirty water. Storage of dirty water in separate tanks will help maximise slurry storage capacity.

3 How much grant is available?

The proposed grant rate available is 40% on the first £85,000 of eligible expenditure for each agricultural business (maximum grant payable per farm business is £34,000). Grant will be paid at the final rate approved by the European Commission, which will not be less than 40%. Individual claims must cover at least £1,000 of eligible expenditure. Standard costs are available for all items except construction costs of above and below ground slurry storage tanks, middens, items of fixed equipment, tractor driven slurry pumps and professional fees. Standard costs are detailed in separate booklets: Specification booklet FNMS 5A and Standard Costs Rates Booklet FNMS 5B.

If financial resources, which are available for payment of grant, are insufficient to enable the Department to approve any further applications, it may suspend consideration of any further applications.

4 Who is eligible for grant aid?

Established viable agricultural businesses that meet the eligibility criteria may apply for the scheme:

- (i) **Ownership:** Applicants must be the lawful occupier of the land as either owner or tenant and therefore have responsibility for and control over the farming of that land on which it is proposed to carry out the work. Tenants must submit a written lease agreement with their application details. Requirements for written lease agreements are given in Annex A. Applicants must provide written confirmation that the facility will be kept in agricultural use for a minimum of five years from the date of claim. Failure to do so may result in all or part of the grant aid being recouped.
- (ii) **Economic viability:** This will be assessed on the ability of the agricultural business to remain economically sustainable, taking into account all sources of income available to the owner and his/her spouse. If requested by the Department, applicants must provide a professional assessment of economic viability. Details of requirements relating to economic viability are given in Annex B.
- (iii) **Occupational skills and competence:** Applicants must demonstrate adequate agricultural skill and competence. They must confirm that they have at least five years full or part-time farm management experience or list their relevant agricultural qualifications as evidence of competence. Details of relevant agricultural qualifications are given in Annex C.

5 What is eligible for grant?

5.1 Collection and transfer systems – clean and dirty water

- Clean and dirty water drainage systems, including guttering, down pipes (but excluding roofing) and associated pipe work and gullies, **provided these items reduce the volume of slurry that must be collected and stored.**

5.2 Improvements to existing facilities

- Roofing existing middens. Effluent collection facilities to collect run-off must be provided;
- Channels and pipework to drain effluent from existing middens and silage stores to suitable/adequate effluent collection facilities.

5.3 Provision of additional storage

- Above and below ground slurry storage tanks constructed outside buildings, including lids, covers, manholes and safety covers;
- Slurry tanks constructed inside buildings, including lids, covers, manholes and safety covers;
- Lined, earth walled lagoons. These must be of sufficient capacity to include rainfall and freeboard allowances;
- Roofed middens. These should have load bearing retaining walls along at least two sides and include provision for collecting liquid run-off;
- Slurry reception pits/tanks;
- Slurry channels to connect additional storage facilities to existing storage facilities;
- Facilities for storing silage effluent and run off from middens;
- Facilities for storing dirty water.

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5.4 Slurry/dirty water management equipment

- Fixed slurry separators, associated fixed pumps and pipe work, access ladders, platforms and guard rails at any gantry to which access is needed for maintenance of a slurry separator or its associated fittings;
- Fixed electrical pumps, tractor driven pumps and associated pipework for transfer of slurry to other storage facilities.

5.5 Miscellaneous items

The following items are eligible only if they are an integral part of a farm nutrient storage facility or slurry/dirty water management equipment, which is itself, being grant aided:

- Access ramps and aprons;
- Safety fencing;
- The provision of dedicated new wiring to fixed electrically operated equipment associated with the farm nutrient facility from the mains distribution board;
- Professional fees. The fees of a consultant, solicitor, suitably qualified architect, engineer and surveyor, employed to advise on, or supervise eligible work, may qualify for grant. The fees must, in the opinion of the Department, be reasonable for the service given, and relate directly to the carrying out of eligible works. (For example, chartered civil or structural engineer's fees for the preparation of specifications and supervision of works may be eligible for grant, but general legal fees, accountant's fees or charges made for helping applicants to claim grant would be ineligible). The Department reserves the right to determine reasonable costs for professional fees. Form fillers costs are not eligible for grant aid.
- Conservation work.

More detailed information about eligible items is given in Specification Booklet FNMS 5A.

6 What standard of work is required?

To meet the minimum standard acceptable for grant the work must meet the standard set out in the relevant section of the specification booklet (FNMS 5A), and in any event:

- must be designed to last for at least 20 years, with maintenance, for those installations covered by the Control of Pollution (Silage, Slurry and Agricultural Fuel Oil) Regulations (Northern Ireland) 2003 (SSAFO Regulations), and 10 years for all other items;
- must be properly designed for the agricultural purposes for which it is to be used;
- must not include the use of second-hand materials. New materials must be used;
- must comply with all relevant statutory requirements, in particular:
 - the Control of Pollution (Silage, Slurry and Agricultural Fuel Oil) Regulations (Northern Ireland) 2003 (SSAFO Regulations);
 - Health and Safety legislation;
 - Animal Welfare legislation;
 - Environmental Impact Assessment (Uncultivated Land and Semi-natural Areas) Regulations (Northern Ireland) 2001;
 - Planning legislation;
- must satisfy all relevant British Standards (BS), or other relevant standards acceptable to DARD. Attention is particularly drawn to the provisions of BS 5502, Buildings and Structures for Agriculture, Parts 11, 22 and 50 and BS 8007 – Design of concrete structures for retaining aqueous liquids;
- must conform to the Institute of Electrical Engineers Regulations. A copy of the NICEIC (National Inspection Council for Electrical Installation Contracting) installation and test certificate is required before payment can be made;
- must be carried out in accordance with the Codes of Good Agricultural Practice for the Prevention of Pollution.

More detailed information is given in Specification Booklet (FNMS 5A).

7 What is not eligible for grant aid?

Grant aid is not available for the following:

- Roofing open livestock yards;
- Maintenance and repair;
- Mobile plant and equipment, except tractor driven slurry pumps;
- Automatic slurry scrapers.

8 What is the application process?

- 8.1 Preliminary Application forms (FNMS 2) and Application forms (FNMS 3) are available from DARD County Agriculture Offices.
- 8.2 The Preliminary Application form (FNMS 2) should be used to notify the Department of your intention to apply for grant aid under FNMS. **This form must be returned to your local County Agriculture Office by 5.00pm on Tuesday 01 March 2005.**
- 8.3 A fully completed Application form (FNMS 3), with all additional relevant documentation, should then be returned to your local County Agriculture Office as soon as possible. Failure to submit a fully completed FNMS 3 by **5.00pm on Wednesday 30 November 2005** will result in cancellation of your preliminary application.
- 8.4 Applicants may submit an Application form (FNMS 3) only. In this instance a fully completed Application form (FNMS 3), with all additional relevant documentation, should be returned to your local County Agriculture Office as soon as possible or by **5.00pm on Tuesday 01 March 2005**. Late applications will not be accepted.

All applicants must submit details of animals kept on the farm during the storage period and calculate the volume of undiluted slurry produced by these animals and an additional 20% allowance for dirty water entering slurry tanks and stored with slurry. Applicants may substitute this 20% allowance with actual figures for dirty water entering slurry tanks and stored with slurry using Farm Nutrient Production and Storage Workbook FNMS 4. This must be a minimum of 5% of undiluted slurry production. All applicants must submit details of current and proposed additional storage capacity. If the current and proposed additional storage capacity does not meet the minimum Scheme requirement a written explanation must be provided in the relevant section of the application form.

A completed example of this section (Section 9) of the Scheme Application form is given in Annex D.

Applicants must ensure that they have adequate storage facilities to comply with the requirements of the Nitrates Directive Action Programme Regulations (2005) by 01 January 2007.

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- 8.5** Applicants are advised to use the Farm Nutrient Production And Storage Workbook (FNMS 4) provided with the application form to calculate:
- the volumes of slurry and dirty water produced on the farm;
 - existing storage capacity;
 - additional storage capacity required to meet the minimum Scheme requirements.

Applicants must be able to demonstrate that they have a minimum of 22 weeks (26 weeks for pig and poultry enterprises) slurry storage capacity for all animals kept on the farm during the storage period and a minimum of 26 weeks storage capacity for poultry litter and 22 weeks storage capacity for spent mushroom compost when works grant-aided under the Farm Nutrient Management Scheme (Northern Ireland) 2005 have been completed. Where sheep are housed, the slurry storage capacity required will be determined by the actual housing period.

- 8.6** All applicants will be required to submit a farmyard plan indicating:
- location of proposed new works;
 - distance of proposed works from existing waterways and drains;
 - distance of proposed new structures from the farmhouse, nearest dwelling and farm boundary.

An example of a completed farmyard plan is given in Annex E.

- 8.7** For standard cost items, all applicants will be required to submit details of standard cost items, number of units, and total anticipated standard cost for proposed items of work in Section 10 of the Scheme Application form.

For actual cost items, all applicants will be required to submit details of dimensions and anticipated actual costs of all proposed works in Section 10 of the Scheme Application form.

An example of a completed Section 10 of the Scheme application form is given in Annex F.

Where actual costs are used, quotations for proposed works must be submitted with the Application form. Grant will be paid on actual net cost of the work. Details on number of quotations required and specimen quotations are given in Annex G.

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8.8 Applicants should provide accurate measurements and anticipated costs when completing their application. Claims that vary from approved amounts may be disallowed/delayed subject to inspection/approval.

8.9 Completed Preliminary Application forms (FNMS 2) must be returned to your DARD County Agriculture Office before 5.00pm on Tuesday 01 March 2005. Completed Application forms (FNMS 3) and all supporting documentation must be returned to your DARD County Agriculture Office before 5.00pm on Wednesday 30 November 2005. Addresses for these offices are listed in Annex H.

Attendance at a Farm Nutrient Management Scheme workshop, organised by CAFRE, Greenmount Campus, will provide valuable information regarding completion of the Scheme Application form and completion of the Farm Nutrient Production And Storage Workbook (FNMS 4).

Applicants must ensure that they have adequate storage facilities to comply with the requirements of the Nitrates Directive Action Programme Regulations (2005) by 01 January 2007.

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What happens after application?

An acknowledgement letter will be issued on receipt of completed Preliminary Application form and/or Application form. DARD staff may visit applicants to verify application details. A letter of approval (FNMS 6) will be issued, in duplicate, to successful applicants giving details of approved items, the costs allocated to each item and the grant payable on satisfactory completion of the work. Both copies must be signed, one returned to DARD and the other retained by the applicant. **Failure to return a signed copy of the approval letter will result in the payment of claim being disallowed.**

Work must not commence before approval has been issued, except where written permission to commence work at the applicant's own risk has been issued by the Department. Commencing work includes accepting delivery and/or purchasing materials, entering a binding contract or making any form of deposit payment.

10 How is grant claimed?

Payment will be made when a fully completed Application form (FNMS 3) and all relevant additional documentation have been submitted to, and approved by, the Department before any work commences and a properly completed claim form (FNMS 7) is submitted to, and substantiated by, the Department.

A claim form (FNMS 7) will be issued with the letter of approval. The completed claim form, accompanied by relevant invoices/receipts and all relevant additional information for each item, should be returned to Grants & Subsidies Payments Branch, Orchard House, 40 Foyle Street, Derry/Londonderry, BT48 6AT. **All works must be completed and claims submitted by Thursday 30 November 2006.**

An on-farm inspection may be undertaken at any time after approval has been issued, or after a claim for payment has been submitted. An authorised officer from the Department, Northern Ireland Audit Office or the European Commission must be allowed access to land/premises at any reasonable time to undertake an inspection. All reasonable assistance must be rendered to allow the inspection to proceed.

Where applicable, the letter of acknowledgement regarding SSAFO, issued by the Environment and Heritage Service (EHS) of the Department of the Environment, a Chartered Civil or Structural Engineer's certificate stating that the works have been designed and constructed to the relevant standards and a NICEIC certificate must be submitted with the claim form.

Claimants must provide either the original invoice, receipted by an authorised member of the firm that supplied the materials or carried out the work; or the original invoice accompanied by either the original paid cheque or a copy of this paid cheque, which has been certified by the bank.

Details of requirements for invoices and receipts are given in Annex I.

The responsibility for the accuracy of all details shown on the claim for grant rests with the applicant, even though the claim may have been completed by an agent.

Claimants must retain, for seven financial years, the accounts and documents on which their claim was based, following submission of their claim and permit authorised officers from the Department, Northern Ireland Audit Office or the European Commission to inspect these at any reasonable time.



Disallowance, reduction or recovery of grant

Grant may be disallowed, reduced or recovered if:

- a signed copy of the letter of approval has not been returned to the Department;
- work commences prior to approval being issued;
- an item is overclaimed;
- a person knowingly makes a false or misleading statement or withholds essential information;
- the applicant fails to abide by the terms of the Scheme;
- there is any material change in the circumstances of the applicant or of the farm business or in any other respect, which would be in conflict with the terms or the conditions of the Scheme;
- work is not done to a satisfactory standard;
- grant aided items/facilities are not kept in agricultural use for at least five years from the date of valid claim;
- grant aid for items or facilities has been applied for or claimed under other schemes or funding bodies.

Payment will not be made in respect of any claim unless a properly completed Application form (FNMS 3) has been submitted to, and approved by, the Department, before any work commences and a properly completed claim form (FNMS 7) is submitted to and substantiated by the Department.

12 Terms of approval of grant aid

- 12.1** Only **ONE** application per agricultural business or farmyard may be submitted. Two or more farms managed as a single unit, or in single ownership, or which to some extent have common management, accounts, livestock, machinery and/or feeding stores, will be subject to a single investment ceiling.
- 12.2** • **Pigs, poultry, beef or sheep producers.** Applicants will only be eligible for grant if they have a normal market outlet for all of their production.
- **Milk producers.** Applicants will only be eligible to apply if they have sufficient milk quota to match milk sales. Applicants will be asked to provide details of their milk sales on the application form.
- 12.3** The applicant is responsible for the design, erection and completion of any works and their subsequent performance, durability and safety. The applicant or the contractor should insure against all risk of injury, damage or loss arising in the course of the work. Any such expenses will not be eligible for grant aid.
- 12.4** Where the proposed work includes the provision, alteration or upgrading of the electricity supply from the farm distribution board to the approved eligible item, payment of grant will only be made if all the approved works associated with the requirement for the provision of this facility have been completed.
- 12.5** It is the responsibility of the applicant to check that the proposed works do not break any byelaws, obstruct rights of way or affect oil, gas or water pipelines, telecommunications and electricity cables. It is also the responsibility of the applicant to obtain any necessary planning consent and abide by the statutory requirements, which are relevant to the work described before work commences. **If the item is subject to planning permission, a copy of the planning consent must be submitted to the Department before approval will be issued.**

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12.6 Permission will be required if any grant aided work is located in or near the following features:

- **Ancient monuments and historic buildings**

Interference with sites of ancient monuments and historic buildings may lead to prosecution. If your proposed works or facilities might interfere with an ancient monument you should find out from the Environment and Heritage Service of the Department of the Environment well in advance of when you want to do the work whether it is protected, and, if so, whether there is any objection to your proposal. You can request a scheduled monument consent form by e-mailing hm@doeni.gov.uk.

Enquiries can be made by telephoning 028 9054 3037. Application for works may be submitted before consent has been sought or granted. **A copy of the consent issued by EHS must be submitted to the Department before approval will be issued.**

- **Pipelines**

If you propose to carry out work in any field crossed by an oil, water or gas pipeline you should immediately notify the pipeline owner and obtain any necessary consents. Application for works may be submitted before consent has been sought or granted, but work must not commence before consent has been granted.

- **Electricity and telecommunications lines and underground cables**

If any part of a proposed structure is within 30m of a high tension electricity transmission line, or if it is necessary to carry out any operations in the vicinity of an underground cable, then permission to proceed with the works should be obtained from Northern Ireland Electricity or the relevant telecommunications company. Application for works may be submitted before permission has been sought or granted. **A copy of the consent issued by Northern Ireland Electricity or the relevant telecommunications/cable company must be submitted to the Department before approval will be issued.**

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- **Tree felling**

If the work is likely to affect a tree protected by a Preservation Order you will need to consult your local Department of the Environment Planning Service office for any necessary consent. Application for works may be submitted before consent has been sought or granted. **A copy of the consent issued by DOE must be submitted to the Department before approval will be issued.**

- **Areas of Special Scientific Interest (ASSI)/other designated sites**

If any proposed works are within an Area of Special Scientific Interest or any other designated site it will be necessary to obtain the appropriate consent from the Environment and Heritage Service (EHS) of the Department of the Environment. Please contact EHS on 028 9054 6595 for further details on applying for permission for proposed works within designated sites. Application for works may be submitted before consent has been sought or granted. **A copy of the consent issued by EHS must be submitted to the Department before approval will be issued.**

12.7 Uncultivated Land

If any proposed works are to take place on uncultivated land or semi-natural areas, prior approval must be obtained from the Department. Please contact Environmental Impact Assessment Unit, Environmental Policy Branch, DARD on 028 9052 4130 for further details on applying for permission to carry out works on uncultivated land or semi-natural areas. Application for works may be submitted before approval has been sought or granted. **A copy of the consent issued by DARD must be submitted to the Department before approval will be issued.**

Applicants whose application may be affected by the requirements of paragraphs 12.5, 12.6 or 12.7 above should contact their DARD County Agriculture Office for advice before completing their application form.

12.8 Infill generated from excavation work

Applicants should contact the Special Studies Unit of the Planning Service, DOE (Tel. 028 9041 6892) regarding permission to dispose of infill from works.

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12.9 Tenancy agreements and landlord's consent

Applicants who wish to undertake works on land they do not own must submit a copy of the written tenancy agreement with the Application form. If the tenancy agreement is for less than five years, applicants must provide written confirmation from their landlord that the facility will be kept in agricultural use for a minimum of five years from the date of the claim.

Claimants who are tenants must ensure that the work to be claimed for is permitted under the terms of their tenancy agreement.

A tenant must submit his landlord's written consent for the proposed work at application stage.

12.10 Agri-environment scheme participants

Participants in agri-environment schemes must notify the Department of any changes to land use as a result of works under this Scheme.

12.11 Soundness of structure

The approval or payment of aid under the Scheme does not imply acceptance by the Department of any responsibility as regards the soundness of construction or adequacy for its purposes of any investment that is the subject of such approval or payment. Neither does approval or payment of aid under the Scheme represent a guarantee by the Department of the quality or suitability for its purposes of any product used in the investment.

If any or all of the work is undertaken by the farmer themselves, he/she should seek competent advice and undertake all temporary work required to ensure the stability of excavations, superstructure stanchion foundations and wall foundations, also to divert any drains, springs or surface water away from any works and to guard against possible wind damage.

12.12 Alterations to approved works

Applications cannot be changed after written approval to carry out work has been given. Once the approved work is confirmed in writing, no new items of work can be added and work must be completed in full.

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12.13 Exceptional circumstances

Only in exceptional circumstances, such as excavating rock, will further expenditure be approved. **The Department must be informed about exceptional circumstances before commencing works that will entail additional expenditure.**

12.14 Reasonable costs

The Department reserves the right to determine reasonable costs for all works.

Applicants must be able to demonstrate that they have a minimum of 22 weeks (26 weeks for pig and poultry enterprises) slurry storage capacity for all animals kept on the farm during the storage period and a minimum of 26 weeks storage capacity for poultry litter and 22 weeks storage capacity for spent mushroom compost when works grant-aided under the Farm Nutrient Management Scheme (Northern Ireland) 2005 have been completed. Where sheep are housed, the slurry storage capacity required will be determined by the actual housing period.

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Fraud

The Department has a 'zero tolerance' approach to fraud and when detected it will pursue it rigorously and if necessary prosecute to deter reoccurrence and act as a lesson to others.

14 Further advice

Applicants should contact their DARD Development Service adviser if business advice is required. If general pollution control advice is required please contact your DARD County Agriculture Office. The locations of DARD Development Service Advisers are provided in Annex J.

Applicants should consider and, where appropriate, seek advice on the following, before making an application for grant:

- **Codes of Good Agricultural Practice**
www.ruralni.gov.uk/environment/countryside/Codes_of_Good_Agriculture_Practice/index.htm
- **Control of Pollution (Silage, Slurry and Agricultural Fuel Oil) Regulations (Northern Ireland) 2003**
Further information can be obtained from Agricultural Regulations Team, Environment and Heritage Service, Calvert House, 23 Castle Place, Belfast, BT1 1FY; Tel: 028 9025 4882; Fax: 028 9025 4865.
<http://www.hmsso.gov.uk/sr/sr2003/20030319.htm>
- **Welfare of Animals Act (Northern Ireland) 1972**
http://www.northernireland-legislation.hmsso.gov.uk/legislation/northernireland/nisr/yeargroups/1970-1979/1972/1972anip/c7_000.htm
- **Welfare of Farmed Animals Regulations (Northern Ireland) 2000**
<http://www.hmsso.gov.uk/sr/sr2000/20000270.htm>
- **Health and Safety at Work (Northern Ireland) Order 1978**
- **Management of Health and Safety at Work Regulations (Northern Ireland) 2000**
<http://www.hmsso.gov.uk/sr/sr2000/20000388.htm>
- **The Agriculture (Safeguarding of Workplaces) Regulations (Northern Ireland) 1989**
- **The Guide to Health and Safety in Agriculture**
Copies may be obtained by contacting the Health and Safety Executive for Northern Ireland, 83 Ladas Drive, Belfast BT6 9FR. Helpline 0800 0320 121 or viewed on the HSENI website at www.hseni.gov.uk

ANNEX

A

Tenancy Agreement(s) for leased land/farmyards/buildings

You must provide evidence that you have an agreement with the owner of the land/yard or building if you wish to apply for grant aid for works on land, yards or buildings that you lease.

The lease agreement should:

- Provide the names and addresses of the tenant and lessor;
- Give the location and area of the leased land, yard or building (farm survey number(s) and field numbers will suffice);
- Indicate that the lease is for a minimum of five years;
- Indicate that the landowner has been notified by the tenant of his intention to apply for the Farm Nutrient Management Scheme;
- Be signed by both lessor, tenant and an independent witness;
- Must be dated.

ANNEX **B** Economic viability

Evidence of economic viability should comprise:

- An income declaration and three years annual audited accounts supplemented with a complete list of economic activities pertaining to the business;
- The annual audited accounts should relate to all business activities and evidence of earned income will be obtained from payslips. If the profit from the business and any other sources of income are sufficient for the owner's needs, that is, if income from all sources exceeds outgoings, then the business is deemed to be economically viable;
- Owners' needs will depend on the individual circumstances, for example, number of children, stage of education, other dependants – hence this will not be a definitive level of income.

ANNEX Relevant Agricultural Qualifications

Degree in Agriculture or related subject

Higher National Diploma in Agriculture or related subject

Higher National Certificate in Agriculture or related subject

National Diploma in Agriculture or related subject

National/College Certificate in Agriculture

NVQ Level 3 in Livestock Production

NVQ Level 2 in Livestock Production

Achievement of Challenge programme(s) with 360 hours notional learning

ANNEX **D** Worked example of Section 9 of application form

31. Calculate the volume of undiluted slurry produced per week by cattle, sheep, pigs and poultry

Type of livestock		Slurry produced per animal (m ³ /week) ⁽ⁱ⁾		Average number of livestock on farm during the winter storage period ⁽ⁱⁱ⁾		Volume of slurry produced per week
Cattle		V	x	No.	=	Answer = V x No.
Dairy cow	550kg	0.37	x		=	
Suckler Cow	500kg	0.23	x	45	=	10.35
Cattle > 2 years	500kg	0.23	x	12	=	2.76
Cattle 1 – 2 years	400kg	0.18	x	150	=	27.00
Cattle 0.5 – 1 years	180kg	0.09	x	45	=	4.05
Calf	100kg	0.05	x		=	
Sheep (only include numbers of housed sheep)						
Adult ewe	65kg	0.03	x		=	
Fattening Lamb	35kg	0.01	x		=	
Total undiluted cattle and sheep slurry produced per week					=	44.16m³ (A)
+ 20% allowance for dirty water entering slurry tanks⁽ⁱⁱⁱ⁾ OR						
Actual volume of dirty water entering slurry tanks (must be minimum of 5% of undiluted slurry production)					=	8.83 m³ (B)
Total cattle and sheep slurry production per week					=	53.00 m³ (C)
Pigs		V	x	No.	=	Answer = V x No.
Gilt	90–130kg	0.05	x		=	
1 Sow & litter	130–225kg	0.08	x		=	
1 Weaner (Stage 1)	7–18kg	0.01	x		=	
1 Grower (Stage 2)	18–35kg	0.02	x		=	
1 Finisher meal fed (Stage 3)	35–105kg	0.03	x		=	
1 Finisher liquid fed (Stage 3)	35–105kg	0.05	x		=	
Poultry		V	x	No.	=	Answer = V x No.
1000 laying hens		0.81	x		=	
Total undiluted pig and poultry slurry produced per week					=	____ m³ (D)
+ 20% allowance for dirty water entering slurry tanks⁽ⁱⁱⁱ⁾ OR						
Actual volume of dirty water entering slurry tanks (must be minimum of 5% of undiluted slurry production)					=	____ m³ (E)
Total pig and poultry slurry production per week					=	____ m³ (F)

(i) The standard figures for slurry produced by animals do not include water for cleaning buildings.

(ii) Actual figures for average livestock numbers can be calculated by completing Tables 1a and 1b in the Farm Nutrient Production And Storage Workbook (FNMS 4).

(iii) You may substitute this 20% allowance with actual figures for dirty water stored with slurry. The minimum figure used must be at least 5% of volume of undiluted slurry produced. Completion of the Farm Nutrient Production And Storage Workbook (FNMS 4) will assist calculation of actual figures. You must ensure that you have sufficient storage capacity, including dirty water in slurry tanks to ensure compliance with the Nitrates Directive Action Programme (2005).

ANNEX D

32. Calculate the storage capacity of tanks used for slurry storage after completion of proposed works

Rectangular tanks and concrete lagoons

Enter cattle/sheep tanks in the grey column and pig/poultry tanks in the green column.

Tank	Description	Length l (m)	Breadth b (m)	Adjusted Depth d (m) (Depth – freeboard) ⁽ⁱ⁾	Volume of existing AND proposed facilities for cattle/ sheep slurry (l x b x d) (m ³)	Volume of existing AND proposed facilities for pig/ poultry slurry (l x b x d) (m ³)
1	Cubicles	20	2.2	1.80	79.0	
2	Slatted	20	25	2.1	1050.0	
3	Effluent tank	4.9	2.4	2.1	25.0	
4	Reception pit	4	3	2.1	25.0	
5						
6						
7						
8						
9						
10						
Total capacity of rectangular tanks and concrete lagoons					1179.0 m ³ (G)	_____ m ³ (H)

Earth bank lagoons used for slurry storage

Lagoon	Description	Average Length l (m)	Average Breadth b (m)	Adjusted Depth d (m) (Depth – freeboard) ⁽ⁱ⁾	Volume of existing AND proposed facilities for cattle/ sheep slurry (l x b x d) (m ³)	Volume of existing AND proposed facilities for pig/ poultry slurry (l x b x d) (m ³)
1	Existing lagoon will be removed					
2						
3						
4						
5						
Total capacity of earth bank lagoons					_____ m ³ (J)	_____ m ³ (K)

(i) Freeboard is the term given to the unfilled depth (safety margin) at the top of a slurry or effluent tank or compound. Freeboard allowances are 750mm for earth bank lagoons and 300mm for all other structures. Freeboard is not a legal requirement for structures which are exempt under the SSAFO Regulations (structures completed before 1st December 2003). It is, however, considered best management practice to adhere to freeboard requirements in all structures.

ANNEX D

Above ground circular stores

Tank	Description	Radius <i>rad</i> (m)	Adjusted Height <i>h</i> (m) (Height – freeboard) ⁽ⁱ⁾	Volume of existing AND proposed facilities for cattle/sheep slurry $3.14 \times rad \times rad \times h$ (m ³)	Volume of existing AND proposed facilities for pig/poultry slurry $3.14 \times rad \times rad \times h$ (m ³)
1	New store	5.13	3.9	322.0	
2					
3					
4					
5					
6					
7					
8					
9					
10					
Total capacity of above ground circular stores				322.0 m ³ (L)	_____ m ³ (M)

(i) Freeboard is the term given to the unfilled depth (safety margin) at the top of a slurry or effluent tank or compound. Freeboard allowances are 750mm for earth bank lagoons and 300mm for all other structures. Freeboard is not a legal requirement for structures which are exempt under the SSAFO Regulations (structures completed before 1st December 2003). It is, however, considered best management practice to adhere to freeboard requirements in all structures.

33. Storage capacity for cattle and sheep slurry

Total tank capacity for cattle/sheep slurry after completion of proposed works
 = (G) 1179 + (J) _____ + (L) 322 (from p 29) _____ = 1501 m³ (N)
Weeks storage capacity = (N)1501 ÷ C (from p 27) 53 = 28.3 weeks (O)

If the weeks storage capacity (O) is less than the minimum 22 weeks required please explain how you propose to achieve compliance with this minimum requirement by 01 January 2007 in the box below.

ANNEX

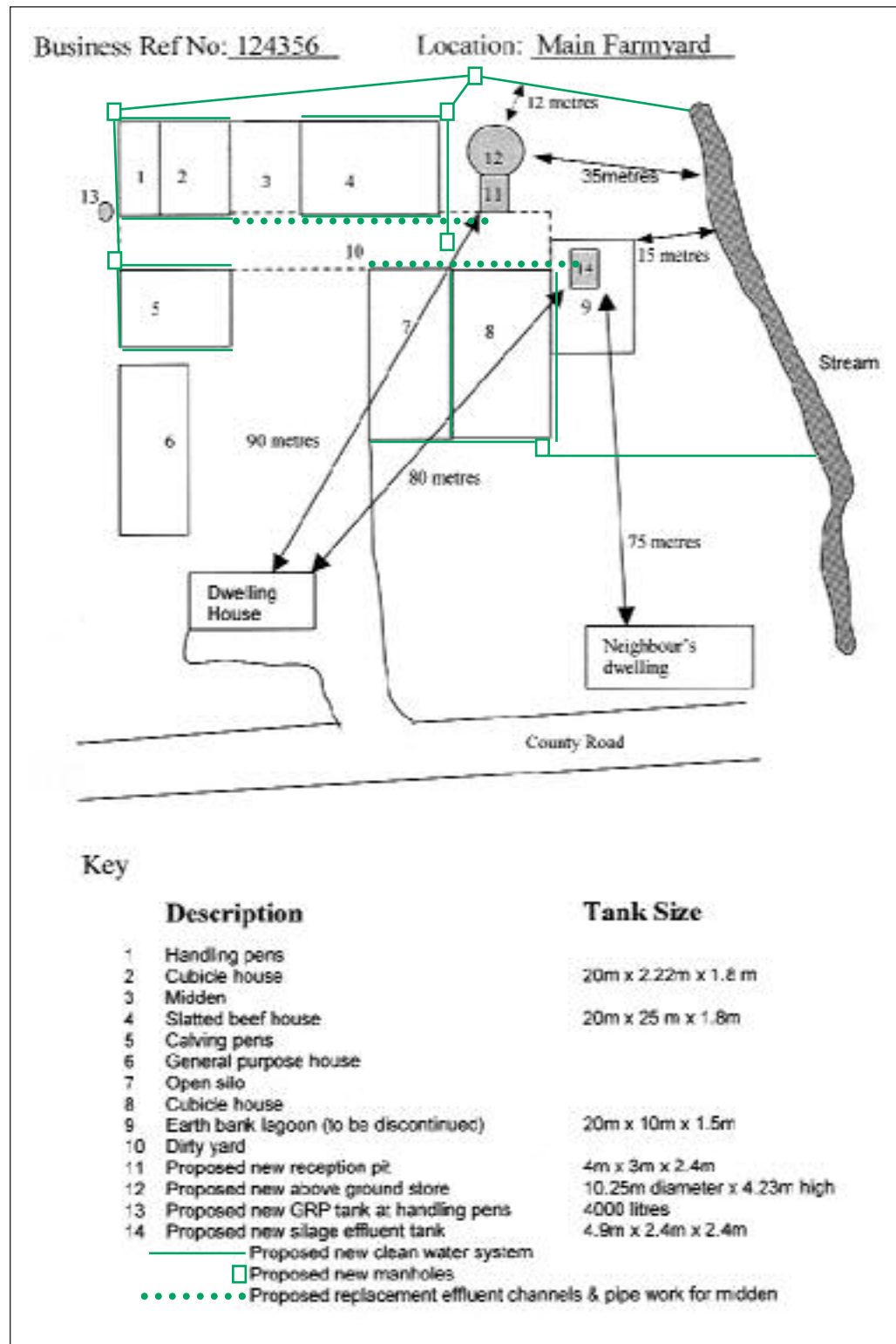
D

34. Storage capacity for pig and poultry slurry

Total tank capacity for pig/poultry slurry or after completion of proposed works
= (H)_____ + (K)_____ + (M) (from p29) _____ = _____ m³ (P)
Weeks storage capacity = (P)_____ ÷ (F) (from p27)_____ = _____ weeks (Q)

If the weeks storage capacity (Q) is less than the minimum 26 weeks required please explain how you propose to achieve compliance with this minimum requirement by 01 January 2007 in the box below.

ANNEX E Example of farmyard plan



Example of completed Section 10 of application form

Please enter **one** item only per sheet.



Item No.	Item Code <small>(from standard costs rates booklet FNMS 5B)</small>	Detailed Description of Proposed Works, including dimensions in metres, square metres as appropriate.	Standard Costs			Actual Cost (B) £	Official Use Only
			Number of Units	Cost per Unit £	Standard Cost (A) £		
1		Construct below ground tank 27m x 12.2m x 2.4m (from lowest quote)				32,250.00	
	11	Clear site, dig and remove spoil for tank (29m x 14.2m x 3.15m)	1297.17m ³	5.88	7,627.36		
	13	Back fill tank with original material and compaction 82.4 m ² x 2.9m	238.96m ³	1.00	238.96		
	14	Reinforced concrete pad at both ends of tank (2 No. 12.2m x 6m)	146.4 m ²	28.83	4,220.71		
Total standard costs and actual costs					£12,087.03	£32,250.00	
TOTAL COST					£44,337.03		

ANNEX **G** Purchasing of goods and services (Quotations)

The number of quotations required relates to the overall anticipated cost of the eligible items. The appropriate number of quotations must be submitted with the application form (see table below). The lowest quotation should be accepted. In exceptional circumstances another company that has provided a higher quotation may be accepted subject to prior written approval from the Department. The applicant must provide the Department with a written explanation of the reason for the proposed change.

Value of item	Number of quotations required
Up to £5000	1
£5001 - £20000	2
Over £20001	3

Examples of quotations required are given on the following pages.

Farm Construction Ltd.

35 Market Square
Georgetown
Co. Antrim

VAT Reg. No 12221222122212
Tel. 2510 0011
Fax. 2510 0101

21 June 2004

To:
James Farmer
22 Some Road
Anytown
Co Antrim

SPECIMEN

Quotation for erection of 2 No. slurry tanks in farmyard at 22 Some Road, Anytown, Co. Antrim.

1. Reception pit
Excavate site and construct 4m x 3m x 2.4m shuttered tank with slatted cover
as per your engineer's specification

Total cost = £3950.00

2. Effluent tank
Excavate site and construct 4.9m x 2.4m x 2.4m shuttered tank with solid
cover as per your engineer's specification

Total cost = £3175.00

**Total estimated cost for all above works = £7125.00 + VAT (£1246.88)
= £8371.88**

This quotation will remain valid for 30 days from date of issue.

Signed: *Joe Bloggs*
Position in company: Owner
Date: 21 June 2004



SLURRY STORAGE SOLUTIONS LTD

35 Town Square
Georgetown
Co. Antrim

VAT Reg. No 12421224123212
Tel. 2510 0011
Fax. 2510 0101

To:
James Farmer
22 Some Road
Anytown
Co Antrim

SPECIMEN

Quotation for supply and erection of 1 No. above ground 348.5 m³ capacity slurry store in farmyard at 22 Some Road, Anytown, Co. Antrim.

1. Excavate site, construct base, supply and erect 1 No 10.25m diameter x 4.23m high above ground slurry store, complete with top ring suitable for addition of manufacturer's cover at a later date, mixing jetter, access ladder and platform.
2. Install sluice channel fitted with double valves and connect to reception pit. This connection will be sealed as per your engineer's specification.
3. Provide chartered structural engineers certificate for completed structure.

**Total cost = £17400.00 + VAT (£3045.00)
= £20445.00**

This quotation will remain valid for 6 months from date of issue.

Signed: *John Builder*
Position in company: Director
Date: 21 June 2004



ENGINEERING SOLUTIONS LTD

35 Main Street
Georgetown
Co. Antrim

VAT Reg. No 12441254123262
Tel. 2510 1133
Fax. 2510 0233

To:
James Farmer
22 Some Road
Anytown
Co Antrim

SPECIMEN

Quotation for services of chartered structural engineer:

1. Provide specification for and supervise construction of 4m x 3m x 2.4m slurry reception pit adjacent to proposed above ground slurry store. Provide certificate stating that finished structure is in compliance with relevant British Standards and meets requirements of SSAFO legislation. **Total £400.00**
2. Provide specification for and supervise construction of 4.9m x 2.4m x 2.4m silage effluent tank on the site of existing earth bank lagoon. Provide certificate stating that finished structure is in compliance with relevant British Standards and meets requirements of SSAFO legislation. **Total £400.00**
3. Provide specification for and supervise roofing of existing 20m x 8m midden in farmyard. Provide certificate stating that finished structure meets relevant British Standards. **Total £400.00**

Total cost for all above items = £1200.00 + VAT (£210.00)
= £1410.00

This quotation will remain valid for 6 months from date of issue.

Signed: *Robert Jones BSc C.Eng M.I.C.E*
Position in company: Partner
Date: 21 June 2004

ANNEX DARD County Agriculture Offices

Co Antrim

Kilpatrick House
38-54 High Street
BALLYMENA
BT43 6DT
Tel: (028) 2566 2800
Fax: (028) 2566 2838

Co Armagh

2 Newry Road
ARMAGH
BT60 1EN
Tel: (028) 3751 5600
Fax: (028) 3751 5611

Co Down

Rathkeltair House
Market Street
DOWNPATRICK
BT30 6LZ
Tel: (028) 4461 8711
Fax: (028) 4461 8226

Co Fermanagh

Inishkeen House
Killyhevlin
ENNISKILLEN
BT74 4EJ
Tel: (028) 6632 5004
Fax: (028) 6634 3000

Co Derry/Londonderry

Crown Buildings
Artillery Road
COLERAINE
BT52 2AA
Tel: (028) 7034 1111
Fax: (028) 7034 1140

Co Tyrone

Sperrin House
Sedan Avenue
OMAGH
BT79 7AQ
Tel: (028) 8225 1020
Fax: (028) 8225 3500

ANNEX **I** Invoices and receipts

Before a claim is submitted all invoices and receipts should be checked to ensure they comply with the following:

Invoices

- (a) should clearly show the supplier's name, address and telephone number and, where applicable, the VAT registration number;
- (b) should show details of the goods or services provided including quantities and unit costs or time spent at the work and the rate charged, as the case may be;
- (c) invoices for labour should show the date work commenced, number of hours worked and cost per hour;
- (d) should show the amount of VAT charged as a separate item. If the supplier is not registered to charge VAT a written statement from him should indicate this fact. The statement should be signed and dated and the person signing should indicate his status in the firm, for example, owner, accountant, cashier;

Receipts

- (e) must all be properly signed by the supplier including confirmation of status or be accompanied by the relevant paid cheque(s). If the amount shown on the receipt differs from the amount shown on the relevant cheque, details of how the balance is made up should be submitted;
- (f) must show the amount actually paid (as distinct from the amount invoiced) and indicate the amount of discount, if any, allowed. If no discount has been allowed, the receipt should be marked 'net' or 'no discount allowed'. An acknowledgement such as 'paid by cheque' or 'paid with thanks' is not acceptable;
- (g) if the receipt is in a name other than the applicant, for example, spouse, parent, or family member, a written statement signed by the applicant confirming who incurred the expenditure is required;
- (h) the person signing the receipt should indicate that it has been signed on behalf of the firm and state the status of the person in the firm, for example, owner, accountant, cashier;

ANNEX

I

- (i) the receipt should be identifiable with the supporting invoice or statement;
- (j) the receipt submitted must be original;
- (k) receipts for labour should show the date work commenced, number of hours worked and cost per hour;
- (l) entries on receipts confirming amounts actually paid or discount allowed/not allowed must be made only by the supplier;
- (m) claimants must retain, for seven financial years, the accounts and documents on which their claim was based following submission of their claim and permit authorised officers from the Department, Northern Ireland Audit Office or the European Commission to inspect these at any reasonable time.

ANNEX



DARD Grants & Subsidies Branch Headquarters and DARD Development Service Advisers

Grants and Subsidies Branch Headquarters

Orchard House, 40 Foyle Street
Derry/Londonderry BT48 6AT
Tel: (028) 7131 9900 Fax: (028) 7131 9800

DARD Offices (Locations of Development Service Advisers)

Co Antrim

18 The Square
BALLYCLARE
BT39 9BB
Tel: (028) 9332 2399
Fax: (028) 9335 4218

Crown Buildings
John Street
BALLYMONEY
BT53 6DS
Tel: (028) 2766 0160
Fax: (028) 2766 0103

Kilpatrick House
38-54 High Street
BALLYMENA
BT43 6DT
Tel: (028) 2566 2800
Fax: (028) 2566 2838

Co Armagh

2 Newry Road
ARMAGH
BT60 1EN
Tel: (028) 3751 5600
Fax: (028) 3751 5611

Co Down

Rathkeltair House
Market Street
DOWNPATRICK
BT30 6LZ
Tel: (028) 4461 8711
Fax: (028) 4461 8226

1 Cecil Street
NEWRY
BT35 6AH
Tel: (028) 3025 3310
Fax: (028) 3025 3311

2b Portaferry Road
NEWTOWNARDS
BT23 3NT
Tel: (028) 9181 3570
Fax: (028) 9182 2106

Co Fermanagh

Inishkeen House
Killyhevlin
ENNISKILLEN
BT74 4EJ
Tel: (028) 6632 5004
Fax: (028) 6634 3000

Enniskillen Campus
Levaghy
ENNISKILLEN
BT74 4GF
Tel: (028) 6634 4800
Fax: (028) 6634 4888

Co Derry/Londonderry

4-6 Killane Road
LIMAVADY
BT49 0DS
Tel: (028) 7776 2521
Fax: (028) 7776 8075

31 Station Road
MAGHERAFELT
BT44 5DN
Tel: (028) 7930 2112
Fax: (028) 7930 2067

Co Tyrone

Sperrin House
Sedan Avenue
OMAGH
BT79 7AQ
Tel: (028) 8225 1020
Fax: (028) 8225 3500

Crown Buildings
Thomas Street
DUNGANNON
BT70 1HR
Tel: (028) 8775 4777
Fax: (028) 8775 4888

ANNEX **K**

Completion of the Application Form (FNMS 3)

Section 1. Applicant details

Enter your Business Reference Number, business name, your own name, address, postcode, telephone number, mobile telephone number and E-mail address (if applicable) in the boxes provided.

Section 2. Details of the holding

A: To be completed by all applicants

Q 1. Please indicate if the (grant-aided) facility will be kept in agricultural use for at least five years from the date of completion of the works. Tick Yes or No. If No, your application will be rejected as this is a requirement of the Scheme.

B. To be completed by tenants only. Only answer questions 2-5 if you are a tenant.

Q 2. Please confirm if you have included a copy of the formal tenancy agreement for the land on which the proposed works are sited. Tick Yes or No.

Q 3. Please confirm if you have enclosed the owner's written permission to undertake the proposed works. Tick Yes or No.

Q 4. Please confirm if your formal tenancy agreement runs for at least five years from date of application. Tick Yes or No.

Q 5. If the answer to question 4 is No, please confirm that you have enclosed the owner's written confirmation that he/she will keep the facility in agricultural use for at least five years from the date of completion of the works. Tick Yes or No.

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Section 3. Investments on holdings with pig, poultry, beef or sheep enterprises

- Q 6.** Please indicate if there will be an increase in production following completion of proposed works. Tick Yes or No. If No, go to next section.
- Q 7.** If the answer to Q6 is Yes, please indicate if you have a market outlet for all of your production. You will not receive grant if the work is to provide for an increase in production for which you do not have a market outlet. Tick Yes or No.

Section 4. Investments on holdings with a dairy enterprise

- Q 8.** Please enter your Rural Payments Agency Registration Number in the box provided.
- Q 9.** Please enter your milk sales in the quota year ended 31 March last in the box provided.
- Q 10.** Please indicate if there will be an increase in milk sales following completion of the proposed works. Tick Yes or No. If No, go to next section.
- Q 11.** If the answer to Q10 is Yes, please indicate if you have sufficient milk quota to match the proposed increase in milk sales. You will not receive grant if the work is to provide for an increase in milk sales for which you do not have sufficient milk quota.

Section 5. Environmental impact

Please refer to sections 12.5, 12.6 and 12.7 of the Scheme booklet for further information before completing this section. If your application requires consent for any of the listed items please contact your DARD County Office before completing your application.

- Q 12.** Please indicate if you have obtained planning approval from DOE, if applicable. Tick Yes, No or N/A.
- Q 13.** Please indicate if you have enclosed this consent. Tick Yes, No or N/A. Approval will not be issued until a copy of the planning consent has been submitted to the Department.

ANNEX

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- Q 14.** Please indicate if you have obtained consent from EHS for new storage and transfer facilities sited less than ten metres from existing waterways. Tick Yes, No or N/A.
- Q 15.** Please indicate if you have enclosed this consent. Tick Yes, No or N/A. Approval will not be issued until a copy of the consent has been submitted to the Department.
- Q 16.** Please indicate if you have obtained consent from EHS for proposed works sited on/near sites of ancient monuments and historic buildings. Tick Yes, No or N/A.
- Q 17.** Please indicate if you have enclosed this consent. Tick Yes, No or N/A. Approval will not be issued until a copy of the consent has been submitted to the Department.
- Q 18.** Please indicate if you have obtained consent from NIE or the relevant telecommunications company for proposed works that are within 30m of a high tension electricity transmission line or in the vicinity of an underground cable. Tick Yes, No or N/A.
- Q 19.** Please indicate if you have enclosed this consent. Tick Yes, No or N/A. Approval will not be issued until a copy of the consent has been submitted to the Department.
- Q 20.** Please indicate if you have obtained consent from DOE for proposed works likely to affect a tree protected by a Preservation Order. Tick Yes, No or N/A.
- Q 21.** Please indicate if you have enclosed this consent. Tick Yes, No or N/A. Approval will not be issued until a copy of the consent has been submitted to the Department.
- Q 22.** Please indicate if you have obtained consent from EHS for proposed works sited within an ASSI or other designated area. Tick Yes, No or N/A.
- Q 23.** Please indicate if you have enclosed this consent. Tick Yes, No or N/A. Approval will not be issued until a copy of the consent has been submitted to the Department.

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- Q 24.** Please indicate if you have obtained consent from DARD for proposed works that are subject to Environmental Impact Assessment Regulations. Tick Yes, No or N/A.
- Q 25.** Please indicate if you have enclosed this consent. Tick Yes, No or N/A. Approval will not be issued until a copy of the consent has been submitted to the Department.

Section 6. Roofing existing middens

- Q 26.** Please indicate if you have enclosed a Chartered Civil or Structural Engineer's certificate for your existing midden if you wish to apply for grant aid to roof this structure. Details of the necessary certification are given in the Specification Booklet (FNMS 5A). Tick Yes, No or N/A.

Section 7. Economic viability

- Q 27.** Please indicate if the farm business is economically viable. Refer to Annex B of this booklet for economic viability requirements. Tick Yes or No.
- Q 28** Please indicate if you agree to supply a professional assessment of business viability if requested by DARD for audit purposes. Tick Yes or No. Refusal to supply this assessment will result in rejection of your application.

Section 8. Agricultural skill and competence

- Q 29.** Please tick the box at this question if you have at least five years full or part-time farm management experience. If you tick this box proceed to Section 9.
- Q 30.** Complete this table if you do not have the experience outlined at Question 29. Tick the relevant boxes.

Section 9. Estimate slurry and dirty water production and storage

- Q 31.** Enter average numbers of cattle and housed sheep kept on the farm during the winter storage period in the relevant box in the second last column of the table. Average numbers of cattle and sheep can be calculated by completing Table 1a of the Farm Nutrient Production and Storage Workbook (FNMS 4).

ANNEX

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Calculate the volumes of undiluted slurry produced per week by multiplying the animal numbers by the undiluted slurry production figure per week for that type of animal. The figures for the various types of cattle and sheep are then added together and the total entered in the relevant box (A).

Then multiply this volume of undiluted slurry by 20% ($\frac{1}{5}$) to estimate the volume of dirty water entering slurry tanks and stored with slurry. You may substitute this 20% allowance with actual figures for dirty water entering slurry tanks and stored with slurry using Farm Nutrient Production and Storage Workbook FNMS 4. This actual figure must be a minimum of 5% of undiluted slurry production. Enter the value in the box provided (B).

Add the volume of undiluted cattle and sheep slurry produced per week (A) and the volume of dirty water entering slurry tanks and stored with slurry (B) together to calculate the total volume of cattle and sheep slurry produced per week. Enter the value in the box provided (C).

Repeat this process for pigs and laying hens where the manure is collected as slurry, if applicable.

A worked example is shown in Annex D.

Q 32. Enter dimensions of current **and** proposed additional storage facilities in the tables provided and calculate the capacity of these facilities. Please remember to include freeboard allowances when entering dimensions of new/substantially enlarged/substantially reconstructed storage facilities. Separate tables are provided for rectangular tanks, earth bank lagoons and above ground circular stores to make the calculations simpler. A worked example is shown in Annex D.

Q 33. Please complete the relevant values in the spaces provided to calculate total tank capacity for cattle/sheep slurry after completion of proposed works and weeks storage capacity. A worked example is shown in Annex D.

If the weeks storage capacity does not meet the minimum Scheme requirement, a written explanation explaining how you propose to achieve compliance with this minimum requirement by 01 January 2007 must be provided in the box below these calculations.

Q 34. Repeat the procedure above for pig and poultry slurry, if applicable.

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Section 10. Details of proposed works

Q 35. Please enter details of proposed works in the table provided in order to calculate the total costs for use in Section 11. Use a separate page for each item, for example use one page for construction of a slurry tank and another page for provision of replacement guttering. Refer to the Standard Costs Rates booklet (FNMS 5B) for details about item codes and cost per unit for standard cost items. Anticipated actual costs should be taken from quotations. Enter the total standard costs and total actual costs for each item in the boxes provided at the bottom of the table. Enter the total cost for the item in the box provided at the bottom of the table. If you intend to apply for more than five items please contact your local DARD County Agriculture Office for additional separate sheets. A completed example is shown in Annex F.

Section 11. Total cost of proposed works

Q 36. Calculate the total cost of proposed works by adding the total cost for each individual item. Enter this value in the box provided.

Section 12. Farmyard plan

You must complete a separate farmyard plan for each farmyard, using the sheets provided. Continue on separate sheets if necessary. You must write your Business Reference Number and location of the yard on any extra sheets used. You must also sign and date any extra sheets used. Please refer to Annex E for an example of a farmyard plan.

Section 13. Declaration and undertakings

Please read this section carefully before signing your application form.

If you knowingly or recklessly make a false application or submit false or misleading documentation in support of your application, you risk prosecution and the rejection of your application.

The information in this application form or any related inspection reports may be used in support of any function of the Department of Agriculture and Rural Development. This information may also be available to other Departments/

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Agencies for the purposes of preventing or detecting crime.

Q 37. Sign your application in the box provided. If applying in joint names then all signatures are required.

Q 38. Enter the date in the box provided.

Q 39. Write your name(s) in block capitals in the box provided.

Q 40. Enter your status in the box provided.

Section 14. Final checklist

Q 41. Please complete this final checklist to remind yourself what additional information you need to supply with your application.

Q 42. Please check that you have completed all sections of the application form and signed and dated it before ticking these boxes.



Department of
**Agriculture and
Rural Development**

www.dardni.gov.uk

AN ROINN
**Talmhaíochta agus
Forbartha Tuaithe**

MÁNNYSTRIE O
**Fairms an
Kintra Fordèrin**
