



## NEW ENGLAND FARMER MICROGRANTS PROGRAM

### Service Provider/Advisor Letter of Support Guidance

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

Provide the grant administrator 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 farm access, transfer, expansion or acquisition project in New England.

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, expand their production, or conduct farm transfer planning.

**A strong letter of support will include the following:**

- Describe your relationship to the farmer
- Describe your understanding of the farmer's goals and the circumstances that are relevant to the grant application
- Describe your knowledge and credentials, either formal or informal, and how the services you will provide are related to the proposed project
- Describe in your opinion why the proposed project will aid in the farmer's success
- Please be sure to include your name, title, organization, address, date of the letter, and sign the letter
- For farmers applying online, be sure upload the letter of support at the time of submission. Letters can also be mailed.

**SAMPLE LETTER OF SUPPORT**

Jamie Pottern  
New England Program Manager  
American Farmland Trust  
One Short Street  
Northampton, MA 01060

[DATE]

RE: NEFMP Application

Dear Jamie,

I am writing on behalf of [FARMER]. [FARMER] is a beginning/established/etc. farmer in [REGION, STATE] seeking support with a 5-year lease on a XX-acre property they have identified in [REGION]. They approached me recently for support in crafting a lease document to achieve their goals for use of the land for [DESCRIBE OPERATION].

The estimated [COST] described in [FARMER's] application will cover my fee to support them in writing and negotiating the lease and for covering the expected closing costs. We expect this project to close within [TIMELINE OF PROJECT].

Sincerely,

[YOUR NAME]  
[YOUR TITLE]  
[YOUR ORGANIZATION/BUSINESS NAME]  
[YOUR ADDRESS]  
[YOUR TELEPHONE NUMBER]