

## Information for New Applicants to the Agricultural Development Scheme (ADS)

The ADS is a voluntary Scheme that you must apply to each Scheme year in order to be eligible to receive payment. It provides an area based payment to successful applicants who meet the relevant conditions and Cross Compliance Standards of the Scheme.

### INFORMATION AND ELIGIBILITY

Information about the Scheme can be found on our website: [www.gov.im/ads](http://www.gov.im/ads)

Please click on the links listed below for information on the following:

- Applications - [www.gov.im/ads/applications](http://www.gov.im/ads/applications)
- Payments - [www.gov.im/ads/payments](http://www.gov.im/ads/payments)
- Forms - [www.gov.im/ads/forms](http://www.gov.im/ads/forms)
- Active Farmer Definition - [www.gov.im/ads/activefarmer](http://www.gov.im/ads/activefarmer)
- Young Farmer Definition - [www.gov.im/ads/youngfarmer](http://www.gov.im/ads/youngfarmer)
- Farmers' Handbook - [www.gov.im/ads/farmershandbook](http://www.gov.im/ads/farmershandbook)
- Cross Compliance Penalties - [www.gov.im/ads/crosscompliancepenalties](http://www.gov.im/ads/crosscompliancepenalties)
- Appeals Process - [www.gov.im/ads/appeals](http://www.gov.im/ads/appeals)
- Mapping - [www.gov.im/ads/mapping](http://www.gov.im/ads/mapping)

To be eligible to receive payment from the Scheme you must meet the criteria outlined in the **Active Farmer definition**, see link above.

If you meet the criteria of Young Farmer, you will be entitled to the **Young Farmer Supplementary Payment**, so please use the link above and read the information on the website carefully.

If you are unsure on your field numbers or total acreages, refer to the Mapping information on the website using the link above. You will be able to find step by step instructions on how to use the Government mapping system.

### REGISTERING

If you believe you are eligible to receive payment under the ADS, you will need to register and notify the Department that you would like to apply to the Scheme. Please complete and return an Agriculture Business Registration Form, which you will be able to find on our website here: [www.gov.im/ads/forms](http://www.gov.im/ads/forms)

You will need to do this before 11<sup>th</sup> May to be able to claim for the new Scheme year.

### APPLYING TO THE ADS

To apply to the Scheme, you will need to complete a New Applicants Application Booklet, which can be found on our website: [www.gov.im/ads/forms](http://www.gov.im/ads/forms). The booklet is made up of the ADS Claim Form, the Agricultural Census and an Agri-Environment Initiatives Grant Scheme application form.

On your ADS Claim Form, you will need to provide a list of fields you have at your disposal as of the 4<sup>th</sup> May and include the field number, name (if relevant), total acreage, eligible acreages and crop codes. Please note that the area you declare for each field as eligible land will be

used to calculate your overall eligible acreage for the Scheme year. This overall figure will then be used to calculate your payment.

To assist you in completing your ADS Claim Form, please refer to Chapter 4: Land Eligibility of the [Farmers' Handbook](#). If you are unsure about the eligibility of the fields you are claiming against, please contact the Field Officer team before you submit your claim.

If you are unsure on your field numbers or total acreages, refer to the Mapping information on the website using the link overleaf. You will be able to find step by step instructions on how to use the Government mapping system.

To assist you when completing your ADS Claim Form, there are ADS Guidance Notes which can also be found on our website: [www.gov.im/ads/forms](http://www.gov.im/ads/forms)

To avoid any penalties being applied to your payment, please ensure you return your New Applicants Application Booklet to the address below before **11<sup>th</sup> May**.

**If you have any questions about any of the forms within the booklet, please contact us.**

## **CROSS COMPLIANCE INSPECTION**

An on farm inspection will be carried out by one of our Field Officers during your first year in the Scheme. However, you may be contacted by a Field Officer prior to the July payment for further information with regards to your business if they have any questions about your eligibility.

What to expect at the on farm inspection:

Normally 48 hours (2 working days) notice will be given and this will be a phone call from the Field Officer telling you when they intend to carry out the inspection and outlining what the inspection will entail. Written confirmation of the inspection will then be sent by email/post.

The documents and paperwork you will need to make available during the inspection where appropriate, are as follows:

- Written evidence of two inputs into your business, this could be for feed or fertilisers or services to your agri business.
- Written evidence of two outputs that you have sold from your business.
- Herd/Flock Movement Book.
- Medicine record book detailing the purchase administration and withdrawal dates for any veterinary medicines or treatments.
- Pesticide application record (pesticides is a general term and includes herbicides and rodenticides etc.)

The inspection may only be deferred in exceptional circumstances.

Remember – the claimant is responsible for the cross compliance requirements for the whole year. Please refer to Chapter 6: Cross Compliance, of the [Farmers' Handbook](#) for further information.

## **CONTACT INFORMATION**

If you have any questions, please contact us using the following information:

Agriculture and Food Directorate,  
Department of Environment, Food and Agriculture,  
The Slieau Whallian, Foxdate Road, St. John's, Isle of Man, IM4 3AS  
E-mail: [agriculture.policy@gov.im](mailto:agriculture.policy@gov.im)  
Tel. (01624) 695742

If you need to contact any of the Field Officers, please call 685844.