

**Agriculture and Food Directorate**

The Slieau Whallian,  
Foxdale Road, St. Johns  
Isle of Man, IM4 3AS  
Tel no (01624) 695742  
Email: [agriculture.policy@gov.im](mailto:agriculture.policy@gov.im)

Dear Applicant,

**Please provide your Agricultural Business Number:** \_\_\_\_\_

This is your **Agricultural Development Scheme (ADS) booklet for the 2024/25 Scheme.**

Please refer to the table below for an explanation of what documents and forms are included in the booklet and what information you need to provide. To assist you when dealing with the forms, once you have completed each of them you are able to indicate on the table below.

Section	Document	Description	Complete
1	Agricultural Development Scheme Claim Form 2024	You will need to provide the relevant details of your fields in this section. Please refer to the ADS Guidance Notes (separate document) for assistance.	
2	Isle of Man Agricultural Census	Please provide the information relevant to your holding on the 4th May 2024 under the columns headed 2024.	
3	Agri-Environment Initiatives Grant Scheme Application Form	If you intend on applying for the Agri-Environment Scheme you will need to indicate which of the listed Schedules you are applying to in this section.	
4	Declaration and Data Protection	Please read this section carefully and sign at the bottom of the page. You will also need to indicate if you would like to apply for the Young Farmer Supplementary Payment in this section, which applies to the ADS <u>only</u> .	

In addition to the booklet, you will find a copy of the Guidance Notes for the 2024 ADS Claim Form, so please read them carefully. Please also refer to Chapter 2: Applications, of the Farmers' Handbook, you can find a copy of the Farmers' Handbook on our website here: [www.gov.im/ads/farmershandbook](http://www.gov.im/ads/farmershandbook).

Once you have completed the relevant forms and you have signed Section 5: Declaration and Data Protection, please return the booklet to the following address:

Agricultural Development Scheme,  
Agriculture and Food Directorate,  
Department of Environment, Food and Agriculture,  
The Slieau Whallian, Foxdale Road, St. John's,  
Isle of Man, IM4 3AS

To avoid any late submission penalties being applied to your ADS payment, please return the booklet to the address above **before Saturday 11th May 2024**. Since this is a Saturday DEFA Offices will be closed, we would encourage you to submit your booklets by 5pm on Friday 10<sup>th</sup> May to receive a receipt.

There is a post box outside of DEFA Offices, Thie Slieau Whallian, St. John's, where you will be able to leave your completed booklet outside of office hours. This box is monitored by CCTV and any forms received after Saturday 11<sup>th</sup> May will receive a late submission penalty.

Any booklets received after 8th June 2024 will not be eligible for any ADS payments for the 2024 Scheme year.

**Please note that incorrectly completed forms or forms sent to the wrong address without appropriate postage will not be processed and may also result in you incurring a late submission penalty.**

If you would like assistance with completing the booklet, please contact us to make arrangements to come in to DEFA Offices.

If you have any questions, please contact us.

Yours sincerely,

*Agriculture Team*

<b>Useful Links on the Government Website</b>	
Applications	<a href="http://www.gov.im/ads/applications">www.gov.im/ads/applications</a>
Payments	<a href="http://www.gov.im/ads/payments">www.gov.im/ads/payments</a>
Additional Forms	<a href="http://www.gov.im/ads/forms">www.gov.im/ads/forms</a>
Active Farmer Definition	<a href="http://www.gov.im/ads/activefarmer">www.gov.im/ads/activefarmer</a>
Young Farmer Definition	<a href="http://www.gov.im/ads/youngfarmer">www.gov.im/ads/youngfarmer</a>
Farmers' Handbook	<a href="http://www.gov.im/ads/farmershandbook">www.gov.im/ads/farmershandbook</a>
Government Mapping System	<a href="http://www.gov.im/maps">www.gov.im/maps</a>
Help using the Government Mapping System	<a href="http://www.gov.im/ads/mapping">www.gov.im/ads/mapping</a>

## SECTION 1

# AGRICULTURAL DEVELOPMENT SCHEME CLAIM FORM 2024

**BEFORE YOU PROVIDE YOUR FIELD INFORMATION, PLEASE READ  
THE FOLLOWING GUIDANCE AND PROVIDE US WITH THE  
RELEVANT DETAILS**

The information you enter on this Agricultural Development Scheme (ADS) Claim Form must reflect your holding and include the fields you have under your control on the **4th May 2024**.

To be eligible for the Scheme you must be an **'Active Farmer'** in accordance with the Tynwald approved Government Circular (GC15/08). Please refer to our website for further information: [www.gov.im/ads/activefarmer](http://www.gov.im/ads/activefarmer)

Please confirm that you understand and you meet the **'Active Farmer'** criteria

*Please tick*

### Important Information

#### Land Eligibility:

It is your eligible acreages that are used to calculate your area based payment and the declaration of land eligibility is the responsibility of the applicant. **If your eligible acreages are found to be incorrect it may lead to a land eligibility penalty.**

Examining the number of Cross Compliance Inspection penalties that were applied and consequently lead to a payment reduction over the last 5 years, **an average of 76% of these penalties were land eligibility penalties.** These penalties can be avoided if you ensure the information you provide on your Claim Form now is correct.

The size of the eligible area of a field may be caused by trees, coastal erosion, encroachment of scrub, tracks etc. **if you have any questions with regards to land eligibility, please contact us.**

You can find more information in Chapter 4: Land Eligibility of the Farmers' Handbook, which you will be able to find on our website here: [www.gov.im/ads/farmershandbook](http://www.gov.im/ads/farmershandbook)

#### Government Mapping System:

If you need help sourcing your field numbers or the total acreage of your fields, please use the Government mapping system on our website: [www.gov.im/maps](http://www.gov.im/maps)

The mapping system also allows you to measure eligible or ineligible areas within your field shapes.

If you refer to your Guidance Notes, you will find instructions on how to use the mapping system.



**OCCUPIED FIELD LIST**

Please provide all the fields that you occupy in 2024

Field Number	Field Name	Total Acres	Eligible Acres	Eligible (Main) Land Use Code	Ineligible Land Use Code	Other Comments
123456	Example Field	5.45	3.00	GR	GO	



## SECTION 2

# ISLE OF MAN AGRICULTURAL CENSUS 2024

### Notice under the Agricultural Regulations Order 1930 and Agricultural Returns Act 1955

The Department of Environment, Food and Agriculture by virtue of its powers under the above Regulations and Act, hereby gives notice to you, as occupier of agricultural land or a person carrying on an agricultural undertaking, that it requires you to provide the particulars asked for on this return in relation to your holding.

Please enter the information relevant to your holding on the **4th May 2024** under the columns headed 2024.

LABOUR DATA																	
TYPE OF WORKERS		Male								Female							
		2023				2024				2023				2024			
		<21yrs	21-45 yrs	46-64 yrs	65+	<21yrs	21-45 yrs	46-64 yrs	65+	<21yrs	21-45 yrs	46-64 yrs	65+	<21yrs	21-45 yrs	46-64 yrs	65+
Principle Farmers	Full-time	N/A	N/A	N/A	N/A					N/A	N/A	N/A	N/A				
	Part-time	N/A	N/A	N/A	N/A					N/A	N/A	N/A	N/A				
Paid Workers	Full-time	N/A	N/A	N/A	N/A					N/A	N/A	N/A	N/A				
	Part-time	N/A	N/A	N/A	N/A					N/A	N/A	N/A	N/A				
Other Workers	Casual	N/A	N/A	N/A	N/A					N/A	N/A	N/A	N/A				

CROPS (Acres)	2023	2024		2023	2024
Winter Wheat	N/A		Other combinable crops, please specify: _____	N/A	
Spring Wheat	N/A		Maize	N/A	
Winter Barley	N/A		Potatoes	N/A	
Spring Barley	N/A		Fodder Beet	N/A	
Oats	N/A		Forage Rape	N/A	
Peas and beans for combining	N/A		Other forage crops, please specify: _____	N/A	
Oil Seed Rape	N/A		Vegetables	N/A	

FARM DIVERSIFICATION		2023	2024		2023	2024		2023	2024
Which (if any) of the following activities are part of your income?	Contract rearing	N/A		Contracting e.g. labour, machinery	N/A		Tourism/visitor attractions	N/A	
	Cattery/Kennels	N/A		Direct sales/Farm shop	N/A		Property rentals	N/A	
	Equestrian/Horse livery	N/A		Farm kitchen produce e.g. jams	N/A		Other, please specify: _____	N/A	
	Catering	N/A		B&B, holiday cottage, campsite	N/A		Other, please specify: _____	N/A	

<b>CATTLE</b>					
<b>BREEDING DAIRY FEMALES</b>		<b>2023</b>	<b>2024</b>	<b>BREEDING BEEF FEMALES</b>	
Cows and Heifers - calved at least once		N/A		Cows and Heifers - calved at least once	
In calf Heifers		N/A		In calf Heifers	
Bulling Heifers over 1 year		N/A		Bulling Heifers over 1 year	

<b>FINISHING CATTLE (DAIRY AND BEEF) <u>OVER 1 YEAR</u></b>		
Heifers for beef finishing or sale	N/A	
Young Bulls for beef finishing or sale	N/A	
Steers for beef finishing or sale	N/A	

<b>OTHER CATTLE (DAIRY AND BEEF) <u>UNDER 1 YEAR</u></b>		
Calves for sale or finishing/ breeding	N/A	
<b>BULLS</b>		
Bulls in use natural service/ sweeper	N/A	

<b>SHEEP</b>		
<b>EXCLUDING MANX LOAGHTANS</b>	<b>2023</b>	<b>2024</b>
Ewes retained for breeding this season	N/A	
Replacement Shearling Ewes intended for tugging this year	N/A	
Rams kept for service	N/A	
Replacement Ram Lambs for breeding (own use or sale)	N/A	
Replacement Ewe Lambs for breeding (own use or sale)	N/A	
Other lambs intended for slaughter or sale	N/A	
Other sheep	N/A	

<b>MANX LOAGHTANS ONLY</b>	<b>2023</b>	<b>2024</b>
Loaghtan Ewes retained for breeding this season	N/A	
Loaghtan Replacement Shearling Ewes intended for tugging this year	N/A	
Loaghtan Rams kept for service	N/A	
Loaghtan Replacement Ram Lambs for breeding (own use or sale)	N/A	
Loaghtan Replacement Ewe Lambs for breeding (own use or sale)	N/A	
Loaghtan Other lambs intended for slaughter or sale	N/A	
Other Loaghtan sheep (e.g. those none breeding sheep kept for grazing & wool)	N/A	

<b>POULTRY</b>		
	<b>2023</b>	<b>2024</b>
Free Range – continuous day-time access to open air runs	N/A	
Other (includes barn/deep litter)	N/A	
Broilers	N/A	

<b>PIGS</b>	<b>2023</b>	<b>2024</b>
Sows in Pig	N/A	
Gilts in Pig	N/A	
Other breeding Sows (suckled or dry sows not yet served)	N/A	
Boars being used for service	N/A	
Other Pigs intended for slaughter or sale	N/A	

<b>OTHER ANIMALS</b>	<b>2023</b>	<b>2024</b>
Milk Goats	N/A	
Other Goats over 6 months old	N/A	
Horses/Ponies owned by the occupier or occupier's family	N/A	
Horses/Ponies <b>not</b> owned by the occupier or occupier's family	N/A	
Other Livestock, please specify:	N/A	



## SECTION 3

# AGRI-ENVIRONMENT INITIATIVES GRANT SCHEME APPLICATION FORM – 2024 SCHEME

If it is agreed that you meet the active farmer criteria under the ADS, then this following application for the Agri-Environment Initiatives Grant Scheme (AES) will be processed. The AES has been created within the Agriculture and Fisheries Grant Scheme (AFGS) to widen the scope of the AFGS to enable it to better meet the current Agricultural Strategy.

For further information on these initiatives please refer to the Handbook and Guidelines which you are able to find on the website under the 'Downloadable Documents' section, here: [www.gov.im/afgs/aes](http://www.gov.im/afgs/aes).

This is the **only** application form for the Schedules listed below. Acreage applications will be calculated using **ADS eligible acreages only**.

**Please tick all schedules you are applying for, you must include field numbers where required:**

Schedule	Apply
5/01b:(i) Winter Stubble	
5/01b:(ii) Winter Fodder Crops (single & multi-species)	
5/01b:(iii) Traditional Spring Cropping	
Field numbers;	
5/01b:(iv) Cereal Conservation Headlands	
Field numbers;	
5/01b:(v) Unharvested Arable Crops	
Field numbers;	
5/01b:(vi) Wild Bird / Pollinator / Wildflower Plots on Arable Land	
Field numbers;	
5/01b:(viii-a) Buffer or in-field Strips on Cultivated Land	
Field numbers;	
5/06a: Winter Cover Crops between Arable Rotations	
5/06d: Legumes for Combining or Harvested as Forage	
5/06e: Legume Rich Swards (e.g. Clover Reseeds)	
5/06n: Herbal Leys	

For Schedules that are not listed above, you will need to complete individual application forms, which you will find on our website: [www.gov.im/afgs/aes](http://www.gov.im/afgs/aes). Please refer to the Handbook for further information on these Schedules.

**Please be aware that we have replaced some Schedules with new ones, for example Farm Carbon Calculator, Soil Health, Vermin Control and Upland Farmland Initiatives. You will be contacted with further information about these Schedules and how to apply for them in due course.**

**IF YOU NEED ANY ASSISTANCE WHEN COMPLETING THIS SECTION,  
PLEASE CONTACT US:**

Email: [agriculture.policy@gov.im](mailto:agriculture.policy@gov.im) | Telephone Number: 695742

## SECTION 4

### DECLARATION & DATA PROTECTION

- I confirm that I am an **'active farmer'** in accordance with GC15/08.
- I confirm that I am aware of the ADS Farmers' Handbook published on the Department website.
- I have read and understood all of the relevant guidance information relating to the Agricultural Development Scheme and the Agriculture and Fisheries Grant Scheme and declare that the information given in this application is correct and complete to the best of my knowledge.
- I confirm that the land in this application (and on any attached field sheets) is at my disposal on 4<sup>th</sup> May 2024 and I understand that I will be responsible for meeting the Cross Compliance requirements on this land for the 2024 Scheme year or eligibility requirements for the AFGS.
- I declare that in respect of any claim for payment made on this form, I am eligible under the Terms and Conditions of the Agricultural Development Scheme 2019 and the Agri-Environment Initiatives Grant Scheme.
- I understand that if I have deliberately or carelessly given any inaccurate information then I could render myself liable to prosecution.
- The Department is subject to the Freedom of Information Act 2015 and other obligations under law which require us to act transparently and which grant certain rights of access to the public to information held by us. This means that whilst we will respect the sensitivity of the information you provide, there may be legal requirements which oblige us to disclose the information.
- I understand that acceptance of this application does not in any way signify eligibility for support until it has been approved.
- The personal information supplied in this form is used and retained as follows:
  - Legal Basis: The Data Subjects' details are retained and processed in order for the Department to administer the Agricultural Development Scheme 2019.
  - Shared with: Details are shared within the Agriculture and Food Directorate and may be shared further in accordance with the privacy notice. I understand that DEFA will share land occupancy information when required for specific purpose with the Department of Infrastructure and Manx Utilities (more information can be found in the Guidance Notes).
  - Privacy Notice: The Agriculture and Food Directorate privacy notice can be found online here: [www.gov.im/about-the-government/departments/environment-food-and-agriculture/privacy-notice/](http://www.gov.im/about-the-government/departments/environment-food-and-agriculture/privacy-notice/)
  - Retention Period: Personal details provided by application are retained for the application year plus 6 years.
- To enquire about personal data uses, contact the DEFA Data Protection Officer on 01624 686854, email [DPO-DEFA@gov.im](mailto:DPO-DEFA@gov.im), or to make a complaint contact the Information Commissioner, visit [www.inforights.im](http://www.inforights.im)

### YOUNG FARMER SUPPLEMENTARY PAYMENT

Tick this box if you wish to apply for the ADS Young Farmers Supplement:

### CONTACT DETAILS

Please provide an email address and telephone number in the boxes below. If any of the other contact details have changed, please inform us via e-mail: [agriculture.policy@gov.im](mailto:agriculture.policy@gov.im) or call us on 695742.

E-mail:

Telephone Number:

### SIGNATURE

Signature:

Print Name:

Date: