

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

Information and Eligibility

Information about the Scheme can be found on our website: www.gov.im/ads

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

- [Applications](#)
- [Payments](#)
- [Forms](#)
- [Active Farmer Definition](#)
- [Young Farmer Definition](#)
- [Farmers' Handbook](#)
- [Cross Compliance Penalties](#)
- [Appeals process](#)
- [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.

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.

You are strongly advised to read the [Farmers' Handbook](#) especially Chapter 4: Land Eligibility, as this is the area that causes new applicants the most issues. 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.

Applying to the Scheme

If you believe you are eligible to receive payment under the ADS and would like to be sent an application pack, you will need to register and notify the Department that you would like to apply to the Scheme.

To register with the Department, 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

If you notify us of your interest and register with the Department before the end of February, you will receive an ADS application pack through the post at the end of April.

Once you receive your ADS application pack, to avoid any penalties being applied to your payment, please ensure you return your ADS booklet back to us before **11th May**.

The booklet is made up of the ADS Claim Form, the Agricultural Census and an Agri-Environment Initiatives Grant Scheme application form. If you have any questions about any of the forms within the booklet, please contact us.

Contact Information

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

Agriculture and Lands 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
Tel. (01624) 695742

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