



## Accounting Assistance Cost-Share Program for Disadvantaged Farmers

**Applications due: December 31, 2015 (email or postmarked)**

Dear Certified Public Accountant:

Natural Capital Investment Fund, a US Treasury-certified community development lender ([www.ncifund.org](http://www.ncifund.org)) based in Chapel Hill, NC, is pleased to announce the launch of the **Accounting Assistance Cost-Share Program for Disadvantaged Farmers**.

The program *provides grants to qualified CPAs* to work with farmers to improve their financial record-keeping practices (e.g., by separating personal from farm records) and file accurate tax returns. The overall goal: help minority farmers increase their farm income and economic stability. *This program is made possible through a grant from the NC Tobacco Trust Fund Commission.*

### **How the program works:**

- **NCIF will contract with accountants to provide services to participating farmers.** 80% of the cost will be paid by Natural Capital Investment Fund out of grant funds provided by the NC Tobacco Trust Fund Commission; 20% of the cost will be paid by the participating farmer.
- Eligible farmers: 1) Have farm revenue > \$10,000 in 2015; 2) Are **not** currently working with an accountant, or have not worked with an accountant for at least 2 years; and 3) must be located in Eastern NC or the Sandhills region.
- Eligible accountants will:
  - Have substantial experience working with ag enterprises and preparing their tax returns;
  - Be current on all licenses and certifications;
  - Have no overdue tax debts, as defined by N.C.G.S. 105-243.1, at the federal, State, or local level; and have no personal and/or professional relationships with the NC Tobacco Trust Fund Commission or Natural Capital Investment Fund (state requirement).
- Engagements will begin in January 2016 and will consist of:
  - An initial interview with the farmer to understand the farm operations;
  - Advising the farmer on legal structure and record-keeping practices;
  - Setting up a bookkeeping system the farmer can use to maintain financial records;
  - Preparing the farmer's Federal and State tax returns for 2015, including any extensions as needed; and
  - At least one post-tax filing meeting to discuss bookkeeping and reporting practices and prepare for 2016 operations and tax filings.

We are currently accepting applications (see next page) from accountants who would like to offer services in the Accounting Assistance Cost-Share Program. To download an application, or to learn more, please visit the project website at [www.conservationfund.org/ncif-accounting-assist](http://www.conservationfund.org/ncif-accounting-assist).

Questions? Please contact Rick Larson, Senior VP, Natural Capital Investment Fund at 919-951-0113 or [rlarson@conservationfund.org](mailto:rlarson@conservationfund.org).



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**ACCOUNTANT APPLICATION:**

**ACCOUNTING ASSISTANCE COST-SHARE PROGRAM FOR DISADVANTAGED FARMERS** **DEADLINE: DEC. 31 2015 FOR COMPLETED AND SIGNED APPLICATIONS**

**YOUR INFORMATION**

Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

County: \_\_\_\_\_

Email Address: \_\_\_\_\_

Business Phone Number: \_\_\_\_\_

Cell: \_\_\_\_\_

Preferred method of contact: \_\_\_\_\_

**YOUR ELIGIBILITY**

Are you a Certified Public Accountant?  Yes  No

Are you current on all licenses and certifications?  Yes  No

Do you have substantial experience working with agricultural enterprises and preparing their tax returns?  Yes  No

What would you charge to complete the following engagement? \$ \_\_\_\_\_

- An initial interview with the farmer to understand their farm operations;
- Advising the farmer on legal structure and record-keeping practices;
- Setting up a bookkeeping system the farmer can use to maintain financial records;
- Preparing the farmer’s Federal and State tax returns for 2015; and
- At least one post-tax filing meeting to discuss bookkeeping, record-keeping and reporting practices and prepare for 2016 operations and tax filings.

*In submitting this application, I affirm that 1) I have no overdue tax debts, as defined by N.C.G.S. 105-243.1, at the Federal, State, or local level; 2) I have no personal and/or professional relationships with the NC Tobacco Trust Fund Commission or Natural Capital Investment Fund (State of NC requirement); and 3) I am current on all certifications and licenses required of CPAs in the State of North Carolina.*

**Signed:**

\_\_\_\_\_

Date: \_\_\_\_\_

Name

Signed and completed applications must be submitted via **email** or **mail by: December 31, 2015** to: Rick Larson, Senior VP, Natural Capital Investment Fund, P.O. Box 271, Chapel Hill, NC 27514 or [rlarson@conservationfund.org](mailto:rlarson@conservationfund.org)



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Accountant Application for NCIF Accounting Assistance Cost-Share Program

