



DAIRY PROFIT TEAM APPLICATION

The Dairy Profit Team program provides financial support for farmers to encourage them to use a team-based approach to evaluate their operations and identify areas to improve performance and profits. Farmers select their own facilitator and team members. More information about the program can be found on the reverse side of this sheet.

If you are interested in participating complete the information below and email, fax or mail it to **Profit Teams** at: arandolph@nyfvi.org; (315) 453-3827; 159 Dwight Park Circle Suite 104, Syracuse, NY 13209.

PLEASE PRINT:

Producer's Name _____ Farm Name _____

Address _____ Town/City _____ State _____ Zip Code _____

County _____ E-mail _____ Phone Number _____

Number of dairy animals _____ Number of lactating cows (today) _____ Number of heifers under 12 Months _____

Number of heifers 12 months or older _____ Number of dairy animals sold in past 12 months _____

Average monthly pounds of milk shipped over the past six months _____

Number of acres cropped - Owned _____ Rented _____

Crops grown & acres of each _____

Operational information (check all that apply): Tiestall _____ Parlor _____ Robotics _____ Organic _____ Grazing _____

What record-keeping systems/programs do you currently use for your farm? (financial, production, crops, CAFO, other) _____

Have you used consultants on your farm? _____ If so, who? _____

What have been the major improvements or accomplishments at your dairy farm the past two years?

What three priorities need to be addressed for your farm to be more successful in the future?

1. _____

2. _____

3. _____

If you were selected for this program, we would be interested in monitoring your progress to evaluate the program and to promote it. Would you be willing to provide us with an annual self-audit/assessment of your progress for the next 3 years? YES _____ NO _____

Would you allow us to use your farm's performance information (would be listed as a farm number only) to demonstrate the results being achieved through use of the program? YES _____ NO _____

Please provide the name and phone number of an agri-business professional (veterinarian, lender, nutritionist, extension agent, etc.) you have worked with in the past two years who can help us assess the potential impact of the Profit Team on your farm.

_____ Phone Number _____

Team Facilitator (if none, NYFVI will suggest) _____ Anticipated Team Start Date _____

Signature _____ Date _____



Forming a Dairy Profit Team

At the New York Farm Viability Institute (NYFVI) we believe that with the right heads at a table, farms can operate more profitably. The Dairy Profit Team program is designed to help you, as a farm owner and leader establish the routine of regular team meetings. The program runs on a quarterly basis for a total of five quarters or 15 months.

The Rules

- If you hold 7 profit team meetings within 15 months and submit meeting reports and expense reports, NYFVI will reimburse 80% of fees associated with each meeting. Your maximum total reimbursement is \$2,500. Reimbursements are made to the farm or Service Provider who is responsible for paying the meeting costs.
- If after 7 meetings, you haven't reached the \$2500 maximum, NYFVI can continue to reimburse up to 80% of the costs for additional meetings if they are held within the 15 month time frame.
- The \$2,500 can also be used to reimburse up to 80% of costs for services that the team recommends, if the recommendation is executed within the 15 month grant period. For example, testing/lab fees, development of a business plan, a special consultant for a particular meeting topic, etc.).
- Every farm or service provider must submit a completed W-9 form before any invoices will be paid.

Understanding the Program

Every team has a designated facilitator, this individual handles the meeting reports and scheduling and will also make sure the meetings all have an agenda and run smoothly. If you don't have one in mind, NYFVI has a list of trained facilitators. Your extension office may also have individuals that could help.

Forming Your Team

Now take a moment and think about your priorities and who you might want to bring together to help move your business forward. Common roles on teams are family owners, managers, veterinarians, feed specialists, bankers and facilitators. **You are the best judge of who your best team members will be.**

Meeting Reports

After each meeting a report must be generated by someone on the profit team, usually the facilitator. We will provide an electronic template for the report, it's not very complicated. To give you an idea of what's expected, the template includes the following:

- Farm Name
- Date of report
- Meeting date
- Names of attendees
- Recap of action since previous meeting
- Specific Progress against milestones(as outlined on initial application)
- Next steps identified and responsibility assigned

Once the report is completed it should be shared with the team and with NYFVI via the database.

Reimbursement Procedures

Reimbursements are submitted the last week of every quarter, and should include the costs from all meetings held in that period. As your application is processed we will provide you with electronic forms for submitting reimbursements.

Questions?

If you have any questions, please call Aileen Randolph at NYFVI. 315-453-3823, extension 102.