



TEXAS DEPARTMENT OF AGRICULTURE  
**COMMISSIONER SID MILLER**

**Texas Agricultural Finance Authority (TAFA)**  
**Agriculture Production Resource Opportunity (AgPRO)**

**Frequently Asked Questions (FAQ)**

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## ELIGIBILITY QUESTIONS

### 1. What is the AgPro Grant?

The Agriculture Grant Program (AGP) was created by the Texas Legislature in 2025 for the purpose of maintaining agricultural businesses, maintaining agricultural uses of land, or fostering supply chain resiliency or the creation and expansion of agricultural businesses by people in this state. This program is administered by the Texas Department of Agriculture (TDA) under the direction of the Texas Agricultural Finance Authority (TAFa).

Agriculture Production Resource Opportunity (AgPRO) will provide financial assistance to agriculture producers who are engaged in creating or expanding agricultural operations in Texas. This grant program is intended to support agricultural producers across the state of Texas.

### 2. Who is eligible to apply for AgPRO?

Agricultural Producer. Agricultural Producer is defined as an individual or entity directly engaged in the production of agricultural products for commercial purposes, including crops (including farming); livestock (including ranching); forestry products; hydroponics; nursery stock; or aquaculture, whereby 50 percent or greater of their gross income is derived from those products.

See Eligibility section in the Request for Grant Applications (RFGA).

### 3. How can I apply for AgPro?

Application instructions (Request for Grant Applications) are published on TDA's website: [Agriculture Production Resource Opportunity \(AgPRO\)](#). Applications must be completed and submitted through TDA's online platform called "TDA-GO."

You must register for a TDA-GO account **AT LEAST** 72 hours before the application submission deadline. Last-minute registrations are not guaranteed and could result in your application missing the deadline.

**4. Do I have to live in Texas to apply?**

Yes. Applicants, businesses and/or individuals, must be Texas-based entities with operations headquartered in Texas. If awarded, funds must be used to benefit only Texas location(s).

**5. Where do I find my Agriculture/Timber License number?**

You can search for your number here: [Ag/Timber Registration](#)

**6. I have been farming for many years—what is an Agriculture/Timber License number, and do I need it to apply for this assistance?**

Farmers, ranchers, and timber producers can claim exemptions from some Texas taxes when purchasing certain items used exclusively to produce agricultural and timber products for sale. If you do not have this number, it will not prevent you from submitting your application.

**7. What if I am a minor, can I still apply?**

A minor would be able to receive grant funds for an agricultural project and would need to ensure the application documents how they meet the definition of agricultural producer. In addition, since minors generally cannot legally control assets, sign binding contracts, or accept direct liability, pursuant to Chapter 151 of the Texas Constitution, a parental/guardian would be required to be involve in any contractual agreements.

## **TDA-GO QUESTIONS**

**8. What's TDA-GO? How do I register?**

TDA-GO stands for “Texas Department of Agriculture – Grants Online.” It is an online grants management system that streamlines the application and grant compliance processes.

To register:

1. Visit the **TDA-GO login page**: <https://tda-go.intelligrants.com/>
2. Click "**New User/Organization Registration**" and enter the required information.
3. Wait for **TDA approval** and an email confirmation.
4. Once approved, you may start your application.

For detailed instructions, refer to the application instructions (Request for Grant Applications).

**9. I'm trying to access the application, but I can't find it online.**

You must have an **active** TDA-GO account to access the application. Refer to the registration instructions for guidance. You may also email [Grants@TexasAgriculture.gov](mailto:Grants@TexasAgriculture.gov).

**10. How do I know if my application was submitted successfully?**

On the document landing page, the status of your grant application will change from “application in process” to “application submitted.” You should also receive a confirmation email acknowledging the submission.

**11. Who do I call or email for assistance relating to the online TDA-GO system?**

Please contact [Grants@TexasAgriculture.gov](mailto:Grants@TexasAgriculture.gov).  
You may call: 1(833) 380-8282.

## **FINANCIAL AND ELIGIBLE EXPENSE REQUIREMENTS**

**12. Can I apply if I’ve received other TDA or federal funds?**

Yes. Applicants may apply if the project has not already been fully funded by other state or federal sources. TDA will review potential duplication of benefits before approval.

**13. Are there grant limits?**

The max grant awards will not exceed \$500,000. Applicants should request only the funds necessary to successfully carry out the proposed activities and should ensure all costs are reasonable, allowable, and well-justified. The TFA Board makes funding decisions and reserves the right to fully or partially fund any particular grant application.

**14. Are grant funds provided up-front when awarded?**

No. The AgPRO grant is a reimbursement grant. Grantees must incur and pay eligible expenses before requesting reimbursement through TDA-GO.

**15. What are the matching requirements?**

Grant Recipient(s) will be required to match the grant award based on the total amount requested.

<b>Requested Grant Funds</b>	<b>Required Match</b>	<b>Example Match Amount</b>	<b>Total Project Cost</b>
\$5,000 – \$100,000	10%	\$100,000 grant funds → \$10,000 match	\$110,000
\$100,000.01– \$250,000	20%	\$250,000 grant funds → \$50,000 match	\$300,000
\$250,000.01 – \$500,000	30%	\$500,000 grant funds → \$150,000 match	\$650,000

For every expenditure documented, a Grant Recipient will be reimbursed a portion of the expense, ensuring the required match is always in compliance.

**16. Does the match have to be cash, or can it include in-kind contributions?**

Match must be cash-only. In-kind contributions such as personal labor, use of personal equipment, or donated materials do not count toward the match.

**17. Do I need to have all my matching funds upfront?**

You must demonstrate access to your matching funds at the time of the application submission; however, expenditure of matching funds will be documented as a portion of each reimbursement request processed by TDA. Additional guidance will be provided if awarded.

**18. Are loans allowed to be counted as matching funds?**

Yes. Loans from financial institutions may be used as matching funds. You may be asked to provide documentation about the loan(s) approval or access to capital.

**19. How do I document my matching expenses?**

Matching expenses are documented on the payment request form. To ensure continued compliance throughout the grant term, Grant Recipients will be reimbursed at their tier level (90%, 80%, or 70%) of every expenditure and the remaining percentage will be documented as the required match. Additional guidance will be provided if awarded.

**20. Can I request reimbursement for expenses that I have made prior to my application?**

No. Only expenses made during the grant term are eligible for reimbursement.

**21. Can I use grant funds to purchase land?**

No. Grant funds can be used to lease land but cannot be used to purchase land.

**22. What costs are not allowed?**

Ineligible costs may include:

- Land purchases
- ATV
- Marketing
- Vehicles for personal transport
- Debt repayment or refinancing
- Operating expenses not directly related to the approved project
- See page of the RFGA for a more complete list

**23. If I need to buy equipment, are there any additional requirements at the time of application or later?**

You must include a justification for the Special Purpose Equipment in your application. The TAFE Board will approve or deny the request. Special Purpose Equipment is not intended for general use and is essential for conducting specialized tasks within the agriculture operation.

If grant funds are used to purchase equipment, additional reporting requirements and compliance procedures are required.

- TAFE/TAFE must approve the purchase prior to funds being encumbered and expended;
- Property records must include a description, serial number, acquisition date, cost, location, and condition of equipment;
- Annual inventory of the equipment is required utilizing TAFE/TAFE required forms for the life of the equipment, even beyond the grant term;
- Prior written approval from TAFE/TAFE is required before the equipment is disposed of or used as a trade-in to replace the equipment;
- Property purchased with state grant funds shall not be used as collateral by the recipient for other purchases or loans.

## SUBMISSION QUESTIONS

### **24. Can I submit multiple applications for different projects?**

No. Applicants may only submit **one** application. If you have multiple facilities, you may combine the projects into one application. Please use the narrative fields within the application to explain.

### **25. Can I edit my application once it is submitted?**

No. Once your application status shows “application submitted,” it is locked. You cannot make changes unless requested by TAFE during the administrative review process.

### **26. Will late applications be accepted?**

No. Applications submitted after the deadline will not be accepted under any circumstance, including technical issues. The TAFE-GO system will not accept applications after the posted deadline.

### **27. Can I withdraw my application after submission?**

Yes. Applicants may withdraw their application by emailing [Grants@TexasAgriculture.gov](mailto:Grants@TexasAgriculture.gov) any time before the award announcement.

## EVALUATION QUESTIONS

### **28. What happens after I apply?**

TDA will review the application to determine whether the applicant was responsive to the requirements. All eligible applications will be evaluated and scored. After individual evaluations are complete, the TAFE Board will meet to discuss applications and make funding decisions.

**29. What criteria is used to evaluate the AgPro applications?**

The board may consider other factors, including:

- The quality of the application (completeness and supporting documentation)
- Project relevance and need
- Applicant’s capacity and experience
- Operational measurable impact
- Budget and financial viability
- Sustainability and on-going benefits

**30. Are certain types of projects given more priority than others?**

No. All applications meeting the AgPRO eligibility criteria and purpose of the grant program are considered equally.

**31. Will incomplete applications be reviewed?**

No. Incomplete applications will be deemed non-responsive and will not move forward for TAFE Board consideration.

**32. Can I appeal if my application is denied?**

No. TAFE’s funding decisions are final and not subject to appeal.

**33. Will everyone that applies get a grant?**

No. TAFE expects this to be a very competitive program with significantly more applications received than funds available. Applicants should not assume they will receive a grant.

**34. How long does the review process take?**

Considering TAFE anticipates an exceptionally large number of applications and there are multiple steps involved in the review process, the estimated timeline for review and award announcements is approximately 16-20 weeks.

## **AWARD NOTIFICATION, GRANT MANAGEMENT AND PAYMENT QUESTIONS**

**35. How will I be notified of my grant award?**

All applicants will receive notification of approval or denial. TDA will provide a Notification of Award via phone call and email. This is a highly competitive grant program, and grant awards are not guaranteed.

**36. What happens if I am awarded a grant?**

Upon the official Notice of Award, TDA will send a grant agreement (contract) through TDA-GO confirming your grant award and matching obligation. The grant agreement will also provide you with a start and end date of your project, reporting and other compliance requirements. Dates are extremely important because you will only be reimbursed for eligible expenses that fall within that timeframe. The grant agreement is not final until it has been signed by both the Grant Recipient and TDA.

**37. Is this a reimbursement grant?**

Yes. Grantees must incur and pay eligible expenses before requesting reimbursement through TDA-GO, unless otherwise specified in the award agreement.

**38. What kind of reporting is required?**

Quarterly and final reports are required to document progress and expenditures.

**39. What happens if my project changes or is delayed?**

Any changes to the approved project scope, timeline, or budget must be approved in writing by TDA prior to implementation. Unapproved changes may result in unallowable costs/denial of payment or even cancellation of the grant agreement.

**40. How long does it take to receive reimbursement after I submit a payment request?**

On average, reimbursement processing takes 30 days, depending on completeness of documentation.

**41. Do I need to submit proof of payment?**

Yes. Proof of payment is required, and examples may include a canceled check, bank statement, or invoices with method of payment documented.

**42. Can I combine multiple expenses into one payment request?**

Yes. Grantees may submit multiple items on the same payment request form, as long as all required supporting documents are included.

**43. Will the funding I receive be taxable?**

Depending on business structure, an IRS 1099 Form will be sent annually for payments disbursed to the recipient, not necessarily the amount awarded.

**44. Can I start my project before my agreement is fully executed?**

No. Only expenses incurred **after the grant agreement start date** are eligible.

**45. Do weather delays qualify for extensions?**

Possibly. Extensions are not guaranteed, but TDA may consider delays caused by extraordinary circumstances such as natural disasters.

**46. What happens if I do not complete my project by the end date?**

Any unspent funds at the expiration date will be forfeited. Additionally, purchases made at the end of the grant term may be questioned and denied if sufficient justification can not be provided by the Grant Recipient.

**47. Will TDA perform site visits?**

TDA reserves the right to conduct site visits before, during, or after awards to verify project activities and ensure compliance.

**48. What happens if I misuse grant funds?**

Misuse of funds may result in:

- Immediate grant termination
- Required repayment of some or all grant funds
- Ineligibility for future TDA or TAFAs programs

**49. Do I need to maintain records after the project ends?**

Yes. Grantees must retain all grant-related documents for **at least four years** after the final payment.

**50. If awarded, can I change vendors or equipment brands?**

Yes, but changes must be consistent with the approved project. TDA approval is required before making any substantial modifications.

## **ADDITIONAL QUESTIONS**

**Q: Is a loan payment on an existing piece of equipment eligible?**

**A:** Yes - explain in the description how it will improve your business.

**Q: Are required insurance expenses eligible for the grant?**

**A:** Insurance is generally an allowable expense in grants if it is reasonable, allocable to the project, and required by law or company policy. Costs for employee insurance (health, worker's compensation, etc.) are typically allowable as fringe benefits. However, general liability or property insurance may be deemed unallowable if not specifically approved in the budget.

**Q: We are having issues with pages timing out and losing information when we try to input responses into TDA-GO?**

**A:** Save your information often. If it is easier, review the questions and answer them on a Word or Excel document for example and then cut and paste your answers into the application.

**Q: I do not have quotes for each item in my project budget. Can I use estimated cost?**

**A:** Yes - estimates are allowed but quotes would be preferred.

**Q. Can I purchase used equipment?**

**A:** Used equipment can generally be purchased with grant funds if it is deemed an allowable expense, necessary for the project, and fits within the budget. Used or re-conditioned equipment may be purchased from any source if it is in good working condition, and they are paying fair market value for the used equipment. Proper documentation, including justification for the purchase and valuation, is required.

**Q: Can we include a total amount over \$500,000 if we are adding in multiple projects/personal expenses/etc as an attempt to qualify for the full amount understanding that the limit itself is \$500,000?**

**A:** The maximum award amount is \$500,000. TDA and TAFE understand that the projects may cost more than you put in your proposal; however, we encourage you to prioritize how you would spend the grant funds.

**Q: Can we include seasonal employees that we will need to hire for our upcoming harvest season as # of New Part-time employees hired if we get a grant?**

**A:** Yes, that is appropriate.