**Direct Payment Schemes – COVID-19 Q&A**

**Young Farmers / New Entrants and applications to the Regional Reserve**

**How should I submit my YF/RR form?**

1. **Email**

As all our DAERA Direct Offices are currently closed to the public, we ask that you or your agent email an electronic YF/RR form <https://www.daera-ni.gov.uk/publications/young-farmers-payment-regional-reserve-form-2021> to your nearest County Office **no later than 17 May 2021**.

daeradirect.armagh@daera-ni.gov.uk

daeradirect.ballymena@daera-ni.gov.uk

daeradirect.coleraine@daera-ni.gov.uk

daeradirect.enniskillen@daera-ni.gov.uk

daeradirect.omagh@daera-ni.gov.uk

daeradirect.downpatrick@daera-ni.gov.uk

1. **Single Application (SA) Advisory Team**

If you do not have access to email or an agent, contact the SA Advisory Team on 0300 200 7848. They will redirect you to a staff member in a DAERA Direct Office who will complete the YF/RR form on your behalf.

Make sure you have all your information to hand and that it is accurate before ringing as the staff member’s role is purely to input data on the form.

**How will I provide my identification and supporting documentation in relation to my YF/RR application?**

The Department can facilitate identification checks via WebEx, an online process, if applicants have the technology and are agreeable. Your local DAERA Direct Office will contact you to arrange an appointment.

Area-based Schemes will reissue your form for all signatures at Section 3.4 and 3.5 to be completed when our offices reopen. You will also be given a timeframe for your identification to be verified and any supporting documentation at your local DAERA Direct Office.

**Note:** If you do not resubmit a completed form, and comply with the verification and supporting documentation timeframes, we may reject your application.

**Will I be penalised for submitting my supporting documentation after 17 May 2021?**

No. If your YF/RR form is received by DAERA **no later than 17 May 2021** you will not be penalised for submitting supporting documentation after this date as long as you provide it to us within the timeframe you are given.

**I have been unable to complete my Level II qualification by 17 May 2021 due to COVID-19 restrictions. Will I be allowed to complete it after 17 May 2021?**

No. If you are unable to complete your qualification by 17 May 2021 you will not be eligible to apply to the YF/RR in this scheme year.

The only exception will be if you would normally have completed your qualification by 17May 2021 **and** your college has decided to award you that qualification. Your qualification can be accepted if the relevant College Director/College Principal confirms in writing your results and that you would have attained the qualification by 17 May 2021 had it not been for COVID-19.

**I am still waiting to hear about the outcome of my 2020 application pending an interview with DAERA.** **When will this interview take place?**

Currently DAERA is only conducting face-to-face interviews where it is possible to do so within the restrictions. The Department is monitoring the situation closely and will update applicants in due course.