



South Carolina
DEPARTMENT OF AGRICULTURE
PRODUCE SAFETY DEPARTMENT
 123 Ballard Court, West Columbia, SC 29172

Hugh E. Weathers, Commissioner

PRODUCE SAFETY RULE ON-FARM IMPROVEMENT COST SHARE APPLICATION

The South Carolina Department of Agriculture Produce Safety team is proud to announce the On-Farm Improvement Cost Share Program. Through funding from the USDA Specialty Crop Block Grant, farmers can receive reimbursements up to \$2,000 per year, per farm for on-farm food safety improvements.

Our Produce Safety team recognizes that many South Carolina produce farms identify needed improvements but lack the funds to implement changes. This program is designed to assist farms with making these improvements to help them comply with the requirements of the Produce Safety Rule.

Funds will be paid after receiving all required documentation. Funds are available on a first-come first-serve basis, until the funds are depleted.

FOR REIMBURSEMENT, THE FOLLOWING IS REQUIRED:

- Must be South Carolina Produce Farmer who is covered* by the Produce Safety Rule. (Coverage will be determined with a member of SCDA Produce Safety Outreach team)
- SCDA will conduct a cost-share evaluation to identify top priority supplies.
- Complete the Produce Safety Alliance Grower training course.
- Provide paid primary source receipts for all expenditures related to the purchase of supplies approved by SCDA.
- Provide photos of the purchased supplies.

STEPS TO APPLY:

Step 1: Complete part 1 of this document to request a Produce Safety Rule cost share evaluation. *During the evaluation, SCDA will identify top priority supplies needed to bring you to compliance with the Produce Safety Rule. The method of this evaluation varies based on farm needs (in-person, via phone/email, routine inspection).*

Step 2: After conducting the cost share evaluation with a member of the produce safety team, top priority supplies may be purchased by the farm.

Step 3: Complete part 2 of this document and submit with additional required documentation to request reimbursement for your purchase(s).

SCDA GRANTS ADMINISTRATION USE ONLY

Approved Amount to Pay _____

Not Approved Authorized By _____ Date _____

PART 1: REQUEST FOR A PRODUCE SAFETY RULE COST SHARE EVALUATION

Contact Name _____

Farm Name _____

Physical Address _____

City _____ State _____ ZIP _____

Mailing Address _____

City _____ State _____ ZIP _____

Phone Number _____ Email _____

Are you covered by the Produce Safety Rule? Yes No

Has someone from your farm completed the Produce Safety Alliance (PSA) Grower Training?

No Yes – List names of individuals trained _____

List crops grown, packed, harvested, or held on your farm

Select Farm Size: Large Farm (\$500K +) Small Farm (\$250k – \$500k) Very Small Farm (\$25k – \$250k)

Range of months you harvest crops on your farm _____

After completing part 1, we will contact you to conduct a cost-share evaluation to determine areas of improvement for purchases. Purchases and part 2 should not be completed until after this is conducted.

RETURN COMPLETED APPLICATION TO:

SCDA Produce Safety Cost Share
Attn: Brooke Horton
123 Ballard Court, West Columbia, SC 29172
bhorton@scda.sc.gov

PART 2: COST SHARE IMPROVEMENT REIMBURSEMENT APPLICATION

Only to be submitted after cost share evaluation has been conducted and the identified supplies have been purchased.

Farm Name _____

State Vendor Registration Number _____

To do business with the state of South Carolina, each applicant must be registered as a vendor. This process is free and can be completed at procurement.sc.gov/doing-biz/registration.

Reimbursement Amount Requested _____ Please include receipts or other documentation with this application.

Improvements/Supplies Purchased _____

Date of completed Cost Share Evaluation _____

Method of Cost Share Evaluation

- Phone Email Routine Inspection On-Farm Readiness Review

Please be sure to include the following with your application:

- Produce Safety Alliance Grower Training Course Certificate of Completion
- Photos of the approved purchases, mailed or emailed to bhorton@scda.sc.gov

ON-FARM IMPROVEMENT COST SHARE PROGRAM TERMS AND AGREEMENTS

Through my signature below, I acknowledge that I have read and agree to the terms during the application process and throughout my participation in the On-Farm Improvement Cost Share Program.

Signature

Printed Name

Date

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