

KY Farm Share Coalition

ENDORSEMENT APPLICATION for 2023 CSA SEASON

[KY Farm Share Coalition](#) (KYFSC) is a community supported agriculture program (CSA) designed to connect farms with employer partners to offer workplace wellness CSA programs with a mission to help farmers increase and stabilize their annual revenue while improving healthy food access. The program is operated by the [Organic Association of Kentucky](#) and is made possible by many partnerships.

KYFSC endorsed farms may participate in workplace CSA incentive programs and other CSA marketing campaigns facilitated by the program. Additionally, farmers from endorsed farms have the opportunity to participate in group discussions, workshops, trainings and research hosted or facilitated by the program.

Farm Application Process

- Complete application contained in this document and through the google form link on page 3 below and submit all required documents to kyfarmshare@oak-ky.org by **December 2, 2022**.
- Applications are reviewed with final decisions made by December 21, 2022 for the 2023 season.
- Previously endorsed farms need to complete the application each year to update information.
- New farms need to complete an application to confirm interest in being a KYFSC endorsed farm.
- They will be reviewed by the Farm Endorsement Committee (composed of 2 KYFSC farmers, 1 OAK staff and 1 OAK Organic Transition Trainer) will review your application and set up a brief conference call with you to discuss your CSA, explain how the program works, and answer any questions.
- The Farm Endorsement Committee will schedule a farm visit with you and then make a recommendation to the Advisory Committee about formal endorsement of your farm.

Core Characteristics of KYFSC Endorsed Farms

- Demonstrate past and current success in growing produce CSA.
- Have a minimum of 3 years of experience growing produce for CSA.
- Grow 100% of farm share produce on the applicant farm (no vegetable or fruit aggregation for shares).
- Offer CSA shares during the main growing season for a minimum of 20 weeks.
- Be USDA certified organic for crop or in active and documented organic transition.
- Follow relevant food safety regulations.
- Deliver informative and regular communication to CSA members
- Have a commitment to the coalition including shared farmer-to-farmer learning, collaborative CSA market expansion through the project and advancing organic practices.

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Benefits to the Farm/Farmer when joining KY Farm Share Coalition

- Project elevates the CSA model across the state and directs the public to KYFSC endorsed farms through website, maps, project literature, CSA Fairs, marketing and social media.
- Access to workplace CSA programs through employers that offer incentivized CSA programs.
- Improve CSA member retention through workplace programs and gain access to new CSA members.
- KYFSC offers employer participants access to supplementary resources and culinary programming to make the season engaging and successful for new and returning CSA customers.
- Take advantage of annual farmer-to-farmer discussions about CSA production and marketing and related trainings as developed by the Coalition.
- Benefit from a local and national network of partner relationships focused on local food, CSA and organic agriculture nurtured by coalition farmer members and OAK/KYFSC staff.

Additional Resources

These resources provide more information about the KY Farm Share Coalition:

- KYFSC program website: www.kyfarmshare.org
- [KY Farm Share Coalition Policy Manual](#) – Includes information on the project history, policies, and specifics on how to update important farm marketing materials through the coalition.
- If you are interested in applying for organic certification the Organic Association of Kentucky (OAK) has Organic Specialists that can assist you, for free. OAK is not a certifier but does provide one-on-one technical assistance to demystify the process and make it accessible for farmers. Learn more [here](#).

An Important Note about Compliance

If an endorsed farm is not in compliance with any policies in the KY Farm Share Coalition Policy Manual, including any stated deadlines, the Farm Endorsement Committee may take any of the following actions until the farm complies:

- Communicate with the farm and offer assistance in meeting the policy requirements
- Temporarily remove the farm from the project website.
- Disallow the farm from participating in KYFSC marketing programs.
- Set a final deadline for compliance, after which the farm will no longer be endorsed by the project.

Questions?

Contact Brooke Gentile, Executive Director of the Organic Association of Kentucky with any questions about the Farm Endorsement Application and process for the Kentucky Farm Share Coalition. brooke@oak-ky.org and 502-219-7378.

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Farm Name	
Farmer First and Last Name	
Email Address	
Phone Number	
Physical Farm Address	
Farm Mailing Address	

NEW FARMS ONLY: One-time Farm Endorsement Fee (select one)

Payment will be processed once the applicant farm is officially endorsed and onboarded for the season. Endorsed farms will be promoted through the KYFSC website and marketing materials and are eligible to be selected by participating employers as partner farms for workplace voucher programs. Please note that being an Endorsed Farm does not guarantee sales. Make a check payable to Organic Association of Kentucky PO Box 22244 Lexington, KY 40522.

\$0-\$500 sliding scale: \$ _____

OAK recognizes the following characteristics as historically underserved. If your farm is owned or operated by one of the following, please elect an amount you are comfortable paying:

- Socially and/or historically underserved farmer(s) including and not limited to: Black or African American, American Indian or Alaska Native, Hispanic or Latino, and Asian or Pacific Islander
- Limited-resourced farmer(s)
- Beginning farmer(s)
- LGBTQ farmer(s)

\$500.00

Farms that are long-established and/or well-resourced should consider applying at this level.

MAIN APPLICATION

Click on this Google Form link (<https://forms.gle/JbLDvEiYXSvRBViTA>) to submit all information on farm history, CSA details, food safety, organic certification, liability insurance and more. **ALL farms must complete this section** (including new applicants and previously Endorsed Farms). Depending on your records, this could take 45 minutes. Previously Endorsed farms can request a copy of last year's responses for reference.

I confirm the information included in this application, required documents and google form responses is complete. Our farmers and farm business agree to abide by the policies set forth in the KY Farm Share Coalition Policy Manual.

Farmer Signature

Date

Farmer Printed Name

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Photograph and Publicity Release Form

I, _____, give my permission to use my name, likeness, image, voice, and/or appearance as such may be embodied in any pictures, photos, video recordings, audiotapes, digital images, and the like, taken or made on behalf of KY Farm Share Coalition (KYFSC), a program of Organic Association of Kentucky. I agree that KYFSC may share my story and photograph for purposes consistent with the mission. These uses include, but are not limited to stories, publications, illustrations, bulletins, exhibitions, videotapes, reprints, reproductions, publications, advertisements, and any promotional or educational materials, including the Internet. I acknowledge that I will not receive any compensation and hereby release Organic Association of Kentucky and its agents and assigns from any and all claims which arise out of or are in any way connected with such use. If artistic attribution is required in media I have communicated that need to KYFSC staff by renaming the file with the artist's name in the title.

I have read and understood this consent and release.

I give my consent to KY Farm Share Coalition, a program of Organic Association of Kentucky to:

- Share my experiences via printed and electronic media
- Use my photograph or video, recording, audiotape, etc.

Signature

Date

I do not give my consent to KY Farm Share Coalition, a program of Organic Association of Kentucky, to use my name and likeness to promote the program, its fiscal agent, and/or their activities.

Signature

Date

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APPLICATION DOCUMENT CHECKLIST

All documents are required unless otherwise noted. Files can be uploaded through the Google Form link below if you use a Gmail account, or they can be submitted via email attachments at kyfarmshare@oak-ky.org.

KY Farm Share Coalition Application Documents

- Completed and signed pages 3 and 4 of this document.
- Submit all information via Google Form link: <https://forms.gle/JbLDvEiYXSvRBViTA>

Information about the Farm

- Pesticide Applicator License
- Certificate of Liability Insurance (\$1,000,000 minimum policy preferred)
- USDA Organic Certificate for crops (required if currently USDA certified organic) OR Documentation of Transition to USDA Organic Certification
- USDA Organic Certificate for livestock (if applicable)

Food Safety Documents

- Proof of completion of FSMA KDA Marketing Survey
- Proof of completion of PSA Grower Training
- Certificate of Produce Safety Rule Inspection (if applicable and covered under the rule)
- Good Agricultural Practices (GAP) and Good Handling Practices (GHP) Third Party Audit Certification (if applicable)
- Farm's Food Safety Plan (optional, but highly encouraged)

Information about the Farm's CSA program

- NEW APPLICANT ONLY: List of CSA crops raised in current year
- Farm logo
- Photos of your 2022 CSA shares – all available share sizes (i.e. small, reg, XL)
- Recent CSA member newsletter
- Photo of your farm family/crew.
- NEW APPLICANT ONLY: 2022 CSA Brochure or Promo Materials (attach a PDF or copy the link.)
- 2023 CSA Brochure/Promo Materials (if available at time of application)
- 2023 CSA Member Agreement, including details on refund policy