



KY LOCAL FOOD PURCHASE ASSISTANCE COOPERATIVE AGREEMENT PROGRAM

BUILD • STRENGTHEN • EXPAND

USDA & KDA Cooperative Agreement Grant Program

Producer Guide



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To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
Program.Intake@usda.gov

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Click here to download and print the ["And Justice For All" poster](#) (on 11" x 17" paper) or contact the LFPA Grants Administrator to retrieve official, physical posters.



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The KDA's Office of Consumer and Environmental Protection's (OCEP) performs a wide variety of regulatory functions that serve every Kentuckian every day. With OCEP, the Division of Food Distribution distributes USDA commodities to eligible recipient agencies, contributing to the nutritional wellbeing of the citizens of Kentucky. KDA's direct contact for the LFPA grant program is:

Lynsey Crumbie, MPH

Grants Administrator

Lynsey.Crumbie@ky.gov

Cell: (502) 401-8506

Office: (502) 782-9238

OCEP - Division of Food Distribution

107 Corporate Drive

Frankfort, KY 40601



LFPA in Kentucky

The Kentucky Department of Agriculture has received a total of \$11,035,420 from the USDA’s [Local Food Purchase Assistance \(LFPA\) Cooperative Agreement Program](#). The LFPA program is authorized to maintain and improve food and agricultural supply chain resiliency, with additional priorities supporting Kentucky’s socially disadvantaged producers via:

- ▶ Exclusive purchasing of local and regional foods produced within the state (or within 400 miles of the delivery location);
- ▶ Accepting a wide variety of unprocessed/minimally processed products like fruits, vegetables, seafood, meat, poultry, eggs, etc.
- ▶ Providing a platform for networking and economic opportunities intended to be sustained past the life of the grant; and
- ▶ Promoting financial benefits for #1 or “first choice” products sold at their commodity retail market value.



KDA LFPA Interest Survey

Additionally, the LFPA grant program encourages all distribution efforts to prioritize Kentuckians who are low-income or reside in underserved communities to increase their accessibility to healthy, nutritious and local products. If you are interested in getting on our contact lists for grant track information, fill out the interest survey!

Kentucky’s LFPA Grant Tracks

The state of Kentucky is championing innovative pathways that provide economic and market opportunities for the state’s producers. Funds will be allocated to three tracks:



1. Feeding Kentucky procuring local foods to supplement distributions across the state’s food banks and pantries;
2. Local foods procurements to be utilized in the prepared/frozen meal programs at Dare to Care and God’s Pantry Food Banks; and
3. A statewide/less-than-statewide distributions of food boxes with varieties of local foods to the low-income and underserved with four (4) private vendors.

While the funds from this grant program itself will impact farmers, the hope is that the networking opportunities offered in addition to the funding is going to provide each farmer the chance to enter a new market, diversify their operation or gain significant knowledge that will benefit their operations upon the conclusion of this grant program.



Grant Partners

KDA has an established partnership with the following organizations for the implementation, support and expansion of the grant program:

University of Kentucky Cooperative Extension Service

The University of Kentucky Cooperative Extension Service (UKCES) provides practical education you can trust to help people, businesses, and communities solve problems, develop skills, and build a better future. UKCES has agents and support staff working in all 120 counties who serve as local resources to provide this service. Visit the [Extension Field Directory](#) to locate UKCES employees in each of Kentucky's counties who can help solve problems, develop educational programs and collaborate with other organizations and institutions. Please feel free to contact any of the individuals in this directory for assistance.

The Food Connection at the University of Kentucky

440 Hilltop Avenue

Lexington, KY 40506

(859) 218-4987

foodconnection@uky.edu

The Food Connection serves farmers, food producers, students, and consumers by cultivating creative strategies and partnerships to support a vibrant, healthy, and equitable local food economy. On- and off-campus, we support innovative and interdisciplinary instruction and research, and deliver high-impact services and programs related to local food systems development. We value Kentucky-grown food and farmers, fostering community partnerships, and leveraging research and education as a foundation for exciting events at The 90 and around Kentucky. Their



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team is comprised of Value Chain Coordinators, Cultivate Kentucky Extension Agents and the Learning Kitchen.

Kentucky State University's Small Farms Programming

Kentucky State University (KYSU) Cooperative Extension Program strengthens underserved communities, families, farmers, individuals and youth to improve their quality of life with state-of-the-art, research-based educational programs. The program is recognized as a leading educational organization that provides inclusive services to diverse communities. We value accountability, inclusion, integrity, partnership/collaborations, service, relevant, and research based. KSU's Center for Sustainability of Farms and Families supports new economic opportunities for limited-resource farmers through demonstration projects and grants.

Kentucky Center for Agricultural and Rural Development (KCARD)

411 Ring Road
Elizabethtown, KY 42701
(859) 550-3972
kcard@kcard.info

The Kentucky Center for Agriculture and Rural Development (KCARD) is a non-profit organization established to facilitate agricultural and rural business development in Kentucky. KCARD provides educational opportunities, technical assistance, and business support services to new and existing agribusinesses. Due to the extensive support received from the Kentucky Agricultural Development Board, USDA Rural Development, and other public funders, KCARD charges no fees for the majority of their services.



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Feeding Kentucky

(Resumes Spring 2024)



KY's Network of Food Banks

[Feeding Kentucky](#) (FKY) has a membership of 7 food banks that serve all 120 Kentucky counties in partnership with a network of over 800 local food pantries and shelters. FKY reaches an estimated 1 in 7 Kentuckians each year! In 2022, their members supplied what was equivalent to 85 million meals.

Dare to Care Food Bank

Dare to Care Food Bank was founded in 1969 when a stunned Louisville community was confronted with the horrifying news that right in their own city, on Thanksgiving Day, a nine-year-old boy had died of starvation. Dare to Care Food Bank serves 13 counties. These counties include Jefferson, Shelby, Bullitt, Oldham, Spencer, Carroll, Trimble, and Henry in Kentucky, and Floyd, Clark, Harrison, Washington, and Crawford in Indiana. For more information, visit <https://daretocare.org/>.



Feeding America, Kentucky's Heartland



Feeding America, Kentucky's Heartland is based in Elizabethtown, KY and partners with 242 non-profit, charitable agencies in 42 Kentucky counties to provide emergency food to over 125,500 people annually. They distribute over 11 million pounds of food each year. For more information on Feeding America, Kentucky's Heartland, visit feedingamericaky.org.



Freestore Foodbank

The **Freestore Foodbank** is based in Cincinnati, Ohio and distributes 23 million meals annually through 350 community partner agencies located in 20 counties in Ohio, Kentucky, and Indiana. This includes food pantries, soup kitchens, shelters, community centers, program sites, senior centers, and daycare facilities. The Freestore Foodbank serves nine Northern Kentucky counties. For more information on its work to fight hunger, visit www.freestorefoodbank.org.



Facing Hunger Food Bank



The Facing Hunger Food Bank is based in Huntington, West Virginia and distributed nearly 6 million pounds of food to 17 counties in Ohio, Kentucky, and West Virginia last year. The food bank serves three Eastern Kentucky counties. For more information on its work, visit www.facinghunger.org.

God's Pantry Food Bank

God's Pantry Food Bank is based in Lexington, KY and supplies food for food pantries and meal programs throughout the 50 counties of Central and Eastern Kentucky, including soup kitchens, emergency shelters, and afterschool programs. To learn more about God's Pantry Food Bank, visit their website: <https://godspantry.org/>.





Tri-State Food Bank



Tri-State Food Bank is based in Evansville, Indiana and serves 7 Kentucky counties. Established in 1982, Tri-State distributed over 8 million pounds of food last year to over 250 feeding programs in 33 counties. To learn more about Tri-State Food Bank, visit www.tristatefoodbank.org.

Purchase Area Development District

Purchase Area Development District Food Bank is also a member of Feeding Kentucky as a Partner Distribution Agency of Feeding America, Kentucky's Heartland. PADD offers support to city and county governments in the 8-county region of Western Kentucky. This region includes the counties of Ballard, Calloway, Carlisle, Fulton,

Graves, Hickman, Marshall, and McCracken. The Commodity and Food Bank Programs provide food and non-food products to underprivileged individuals and families in the Purchase Area. To learn more, visit www.purchaseadd.org.





Farmer Eligibility and Enrollment

Farmers who meet the following eligibility criteria are welcomed to participate:

1. Local farmers and ranchers who are a member of one or more socially disadvantaged groups.
2. Farmers and ranchers of “local” foods and food products within eligible geographic radius.
3. One-time submission of a completed and signed [LFPA FKY Program Participant Agreement Form](#) that outlines program rules and expectations. Once an agreement is initially submitted, it will be valid for the rest of the grant program.

The point of contact for this grant program at FKY is Sarah Vaughn.

Sarah Vaughn

Programs Director

(Phone) (502) 699-2656 x 103

(Fax) (502) 237-0653

sarah@feedingky.org

PO Box 5522

Frankfort, KY 40602

The submission of the “LFPA FKY Program Participant Agreement Form” nor submitting a product offer does not guarantee a business transaction with Feeding Kentucky.

Product Offers for Consideration of Purchase

Eligible farmers should contact FKY directly each time that they have a product they want to sell and submit an offer according to the instructions below.

***Note:** Submissions are offers only; no one shall assume “automatic acceptance” of their offers. It is at the full discretion of FKY who operates on behalf of the food bank’s needs and capacities to review and accept/decline offered commodities within 7-10 business days from receipt.*



There is no limit to the number of offers submitted, however do keep in mind that the grant promotes preferences for socially disadvantaged farmers. Pricing will be monitored utilizing the same pricing guidance to ensure reasonable offers are being made.

Submit your product offers via email to sarah@feedingky.org with the following information:

- What are you interested in selling and for how much?
 - ▶ Specific commodity information (e.g., type, variety, size, etc.)
 - ▶ Quantity or weight available
 - ▶ Pricing by weight/packaging (e.g., per pound, per case, etc.)
- Anticipated date that you are able to deliver the product.
 - ▶ When able, this date should be no earlier than one week from the date you submit your offer.
 - ▶ If you would like to provide a forecasted offer, include the date the product will be “picked” or “ready” (e.g., harvest date, processing date, etc.)
- List the food bank/warehouse(s) that you are willing to deliver your product to.
 - ▶ View the [Kentucky LFPA: Food Banks, Distribution Centers and Vendors](#) interactive map to find your nearest location(s) or at the end of the Feeding Kentucky section in this guide.
 - ▶ This allows Sarah to verify each food bank’s ability/interest in potentially receiving the offered product(s).
- Optional:* Attach relevant information to your product(s) such as a pricing list, photo of quality/grading standard labels, etc.

Product offers are **not guarantees for sale, and therefore no deliveries, invoicing or similar activities shall take place by any farmer that are not confirmed by purchase order from FKY.*



Delivery & Payment

Participating farmers will work directly with FKY and be responsible for delivering their product(s) to the closest food bank or food bank warehouse. All pre-approved deliveries will be communicated via email with a purchase order (PO) to your farm/business and the receiving food bank.

- ▶ The purpose of the purchase order is to alert the food bank that a delivery has been scheduled and to give them a heads up concerning the type(s) and quantity of product that the food bank will be receiving.
- ▶ A copy of the purchase order can be sent to the farmer upon request. Please provide as much advance notice prior to delivery as possible. *A minimum of 24-48 hours' notice is preferred.*

The farmer shall create an invoice and bring it with them to the food bank when they deliver their product(s). All deliveries must have a detailed invoice that includes:

- ▶ Full name
- ▶ Address of Farm/Business
- ▶ Product(s) delivered
- ▶ Unit
- ▶ Fee per unit
- ▶ Total amount due

Once a PO has been sent, the farmer will deliver their product(s) and a copy of their invoice to the receiving food bank at their predetermined appointment time.

Upon arrival, the food bank will:

- ▶ Inspect the product(s) to ensure their quality,
- ▶ Assist with unloading, and
- ▶ Record the total weight of the product(s).

Foods and food products must be properly stored and transported such that it is not likely to spoil within 48 hours of delivery, per applicable food safety requirements.



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The receiving food bank will then scan and send a copy of the farmer's invoice to FKY for payment processing via one of the following methods:

- ▶ **ACH/Direct Deposit Payments:** to receive payment(s) deposited directly into a bank account, please contact Sarah Vaughn for the authorization form.
- ▶ **Check By Mail:** Under normal circumstances, the check will be mailed to the farmer within two weeks of their delivery date. No additional steps are necessary to receive these types of payments.

If there are issues with the invoice or if information is lacking, Sarah will reach out to the farmer and/or receiving food bank to collect the necessary information needed.

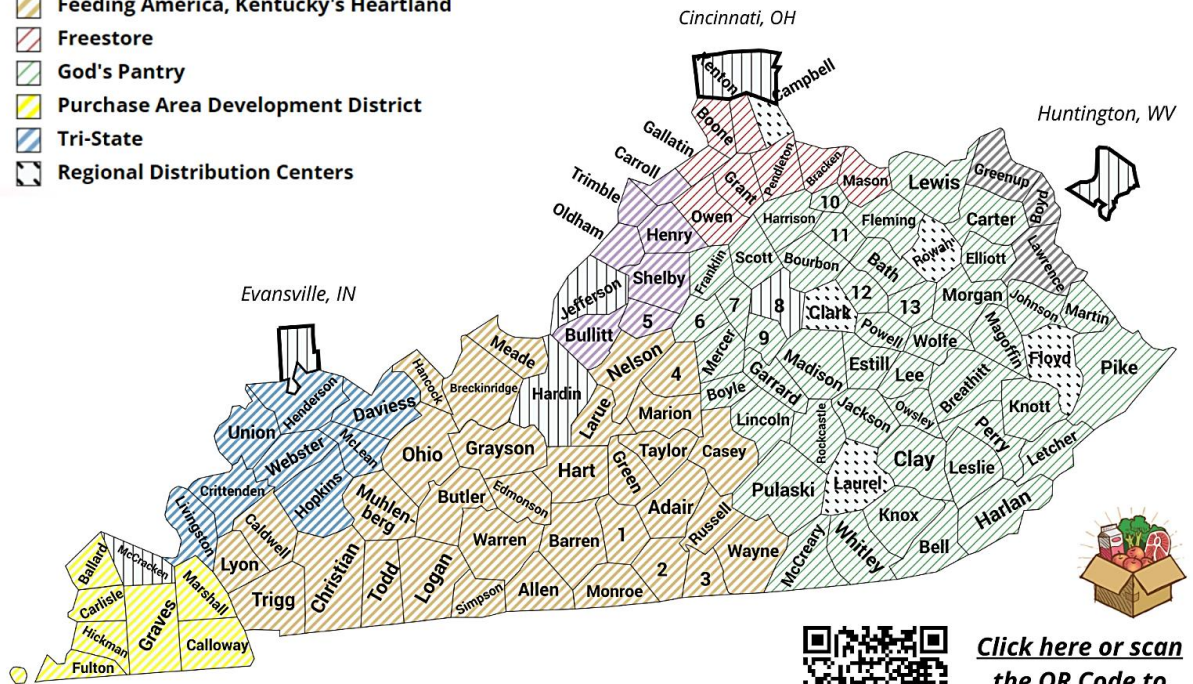
**If a warehouse location is not feasible, local food distribution agency deliveries may be considered, on a case-by-case basis.*



Map of Feeding Kentucky's Food Banks & Distribution Centers

Food Bank Service Areas & Distribution Centers

-  Food Bank Locations
-  Dare to Care
-  Facing Hunger
-  Feeding America, Kentucky's Heartland
-  Freestore
-  God's Pantry
-  Purchase Area Development District
-  Tri-State
-  Regional Distribution Centers



[Click here or scan the QR Code to view this map online](#)





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Dare to Care
Food Bank



Frozen Meals



Dare to Care Food Bank

On Thanksgiving Eve in 1969, nine-year-old Bobby Ellis died of malnutrition in his Louisville home. The Kentuckiana community took action and created [Dare to Care Food Bank](#) (DTC) to ensure that no one in their community lacks enough food to live an active, healthy life. Dare to Care partners with local social service agencies, such as food pantries, shelters and emergency kitchens to distribute food. In the past year, DTC and their partners provided 19.6 million meals. DTC serves 7 Kentucky counties: Shelby, Bullitt, Oldham, Spencer, Carroll, Trimble, and Henry.

Farmer Eligibility and Enrollment

Farmers who meet the following eligibility criteria are welcomed to participate:

1. Local farmers and ranchers who are a member of one or more socially disadvantaged groups.
2. Farmers and ranchers of “local” foods and food products within eligible geographic radius.
3. One-time submission of a completed and signed [LFPA Dare to Care Participant Interest Form](#) that outlines program rules and expectations. Once an interest form is initially submitted, DTC will contact the producer if their product(s) meet their needs.

The point of contact for this grant program at Dare to Care is Chad Lockyear:

Chad Lockyear

Procurement Director

(Office) (502) 736-9411

(Mobile) (502) 387-7829



chad.lockyear@daretocare.org

5803 Fern Valley Road

Louisville, KY 40228

The submission of the interest form nor submitting a product offer does not guarantee a business transaction with Dare to Care.

Delivery & Payment

Participating farmers will work directly with DTC and be responsible for delivering their product(s) to their DTC Community Kitchen facility located at 1200 South 28th St, Louisville, KY 40211. All pre-approved deliveries will be communicated via email to your farm/business. Deliveries must be scheduled in advance, based on the availability and hours of operation of Dare to Care Food Bank (8AM to 2PM)

The farmer shall create an invoice and bring it with them to the food bank when they deliver their product(s). All deliveries must have a detailed invoice that includes:

- ▶ Full name
- ▶ Address of Farm/Business
- ▶ Product(s) delivered
- ▶ Unit
- ▶ Fee per unit
- ▶ Total amount due

Upon arrival, the food bank will:

- ▶ Inspect the product(s) to ensure their quality,
- ▶ Assist with unloading, and
- ▶ Record the total weight of the product(s).

Foods and food products must be properly stored and transported such that it is not likely to spoil within 48 hours of delivery, per applicable food safety requirements. At the sole discretion of Dare to Care Food Bank staff, any product



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determined not to be fresh or of an unacceptable quality will be deducted from the invoice and the seller will be responsible for the disposal of the rejected product.

Under normal circumstances, a check will be mailed to the farmer within two weeks of their delivery date but may take up to 30 days. If there are issues with the invoice or if information is lacking, DTC will reach out to the farmer and/or receiving food bank to collect the necessary information needed.



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God's Pantry Food Bank

Mim Hunt, the founder of [God's Pantry Food Bank](#) (GP), began her work in Lexington by filling her station wagon with food, clothing, and bedding, and distributing it directly to individuals in need. God's Pantry Food Bank was born out of this work in 1955 and remained mobile until the first pantry was opened in 1959. GP has grown to serve 50 counties across Central and Eastern KY with the mission of solving hunger.

More information for interested farmers is coming soon!



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Third-Party Food Box Aggregators & Distributors

What Chefs Want!

Sub-partnerships with Berea Kids Eat, Black Soil KY and Save the Children

Central Kentucky Growers Association

FoodChain, Inc.

HomeGrown Direct, LLC



What Chefs Want!



What Chefs Want!



**LOCAL FOOD
CONNECTION**

<https://www.whatchefswant.com/>

What Chefs Want! (WCW) is the single regional distributor with the Local Food Connection, their internal local food hub department. Their specialization is working with small to mid-sized farms, many of which grow on as little as a couple of acres of land. Other producers have formed mini cooperatives to aggregate their products together, especially among high tunnel, raised bed and small indoor productions. Their smallest food artisans are often based in licensed commercial kitchens that they rent/share with other businesses.

Interested producers should have previous, successful experience with farmers markets, wholesale, Community Supported Agriculture (CSA) or other similar agribusiness operations. Producers should also be interested in working towards entering new market pathways with local food buyers such as retailers, restaurants, institutions, etc. Farmers will need to be comfortable with utilizing digital tools, spreadsheets and printers in order to successfully navigate their online sales system that will allow producers to list their available products in the exact volumes ready to be sold. In the future, WCW will work with each producer via yearly production planning to assist farmer's transitions between seasons according to changes in volumes that they are likely to sell based on the company's demand, buyer requests, and historical data.

WCW and their various partners are anticipating distributing over 30,000 boxes throughout the state, with increased distributions throughout the summer months, through June 2024.



WCW - Farmer Eligibility and Enrollment

Farmers who meet the following eligibility criteria are welcomed to participate:

1. Local farmers and ranchers who are a member of one or more socially disadvantaged groups.
2. Farmers and ranchers of “local” foods and food products within eligible geographic radius.
3. **Produce Producers Only:** Producers who have completed a FSMA training course (such as Produce Safety Alliance) and can pass a voluntary Food Safety Inspection conducted by the Kentucky Department of Agriculture and submit a final inspection report showing suitable compliance.
4. **Meat Producers Only:** All meat must have been processed in a USDA-certified facility, with the applicable seal/stamp.
5. One-time submission of a completed [What Chefs Want! Vendor Application](#).

The point of contact for this grant program at What Chefs Want! is:

Anna Haas or Lewis Hughes

(Phone) (502) 587-9012

localfoodconnection@creationgardens.com

The submission of an agreement form or interest survey response, nor submitting a product offer does not guarantee a business transaction with this entity.

WCW - Submitting Product Offers

Participating farmers (also called “vendors”) will work directly with WCW and be responsible for delivering high quality and safe product(s) to a WCW warehouse:

- ▶ Meat, fish and poultry items must be delivered frozen and individually packaged and labeled.
- ▶ Individual processed items must be labeled appropriately and disclose any allergen information: [Food Allergies | FDA](#)



All product offers and availabilities should be emailed to Lewis Hughes at lhughes@whatchefswant.com with a list of the following information:

- ▶ What are you interested in selling and for how much?
 - Specific commodity information (e.g., type, variety, size, etc.)
 - Quantity or weight available
 - Pricing by weight/packaging (e.g., per pound, per case, etc.)

WCW - Delivery & Payment

All food must be delivered at appropriate, food safe temperatures:

- ▶ Frozen food (meat, fish poultry) should be delivered frozen solid with no signs of temperature abuse including ice crystals, liquid or water marks on bottom of cases.
- ▶ Shelled eggs should be delivered at or below 45 degrees Fahrenheit.
- ▶ Cold Foods should be delivered at or below 41 degrees Fahrenheit.
- ▶ Salad greens that are not delivered in a refrigerated truck should be kept unfrozen but cool in some form of cold storage or under an insulated blanket.

Drop-Off at WCW Warehouse Locations		
What Chefs Want (Corporate Office & Warehouse) 2055 Nelson Miller Pkwy Louisville, KY 40223	What Chefs Want (Lexington) 1010 W. New Circle Rd. Lexington, KY 40511	What Chefs Want (Bardstown) 6201 Buchanan Ave Bardstown, KY 40004

WCW may coordinate company trucks to pick up products from producer’s farms or a nearby food hub if the volume is high enough to warrant such a trip.



No orders will be placed by WCW without directly speaking to a vendor regarding delivery dates. A purchase order (PO) will be provided to the vendor by WCW and will include:

- ▶ PO number and/or Bill of Lading (BOL) which must be referenced on the farmer's invoice
- ▶ Quantity of product(s)
- ▶ Expected delivery date
- ▶ Agreed upon pricing (including any delivery fees)

If the price of a product changes before delivery, please contact localfoodconnection@creationgardens.com.

Packaging Requirements:

- ▶ All products must be accurately weighed or counted, sized and cleaned before delivery in clean boxes or other agreed upon containers.
- ▶ All boxes must be labeled with producer name, product, date and quantity.

What to bring with you to drop-off:

The farmer must bring two (2) copies of the PO and/or BOL with each delivery to a warehouse or partnering organization location with the following information:

- ▶ Vendor name
- ▶ Contact person full name, address and phone number
- ▶ Delivery date
- ▶ Product(s) being delivered, quantity and price.

The receiving organization will count the product, mark any short or extra product on the BOL, sign, and leave one copy with the vendor for their records. Please make sure to verify that the pricing on your BOL matches the pricing on our PO.

What to do immediately after drop-off:

Upon delivery, the vendor must email an electronic copy of their invoice for the order delivered to **all three (3)** email addresses below:

- ▶ cogsinvoices@whatchefswant.com



- ▶ cogsinv@whatchefswant.com
- ▶ nanonets@whatchefswant.com

The submission may be a photo taken of a handwritten invoice.

WCW reserves the right to refuse a product that does not appear to be of adequate quality, that is not acceptable for sale or that appears to have been mishandled (all excluding slight cosmetic inconsistencies). Grounds for rejection include: severely cracked produce, severely moldy or decomposed produce, delivery vehicles that are unsanitary including produce or raw products delivered on top of Ready To Eat product, delivery vehicle or packages that show signs of pest contamination, product that shows signs of temperature abuse (frozen protein that has ice crystals, not fully frozen), or any unsafe unloading situations including pallets that are tipped and unable to be unloaded in a safe manner.

Vendor Payment

Payment to vendors will operate on a “Net 30” cycle. The vendor will receive a final PO (but after the fact) in an email for them to use when reconciling the check received. The invoice number of the vendor’s delivery will be written on the check and will refer to the corresponding PO.

Any questions on the payment process may be directed to Lewis Hughes at lhughes@whatchefswant.com.



A Note from WCW on Vendor Relationships Sustainability:

For the equitable purposes of the LFPA grant program, WCW has partnered with organizations to create opportunities for as many vendors as their networks can sustain: Black Soil KY, Save the Children and Berea Kids Eat. These organizations, along with WCW, will offer vendors an opportunity to access markets which often require higher level food safety standards than are being required for KY LFPA.

However, after the conclusion of the LFPA grant program, WCW will return to requiring that all vendors obtain GAP certification, with a yearly third-party audit (such as Quality Fresh) in order to remain within their vendor network. If a potential vendor has yet to acquire GAP certification but is in the process of receiving it in a timely manner, WCW may be able to work through the onboarding process with the vendor on a case-by-case basis at the conclusion of the grant program.



WCW Partner Organization:

Black Soil KY

[Black Soil KY](#) is a black woman-owned small business established in 2017 that has invested over \$1 million into black farming operations, culinary businesses, creators, craftspeople, and makers through grants, strategic partnerships, sales, and agritourism activities.

Farmer Eligibility and Enrollment

Farmers who meet the following eligibility criteria are welcomed to participate:

1. Local farmers and ranchers who are a member of one or more socially disadvantaged groups.
2. Farmers and ranchers of “local” foods and food products within eligible geographic radius.
3. **Meat Producers Only:** All meat must have been processed in a USDA-certified facility, with the applicable seal/stamp.
4. Completion of the [LFPA WCW/Black Soil KY Interest Form](#)

The point of contact for this grant program is:

Ashley Smith

(Phone) (859) 312-7877

ashley@blacksoilky.com

The submission of an agreement form or interest survey response, nor submitting a product offer does not guarantee a business transaction with this entity.

Product Offers for Consideration of Purchase

Participating farmers (also called “vendors”) will work directly with BSKY and be responsible for delivering high quality and safe product(s) to the BSKY Fulfilment Center in Lexington, KY. There is no limit to the number of offers submitted, however do keep in mind that the grant promotes preferences for socially disadvantaged farmers. Pricing will be monitored utilizing the same pricing guidance to ensure reasonable offers are being made. All offers should be directed to Ashley Smith at Ashley@blacksoilky.com.



Delivery & Payment

All scheduled deliveries will be made to the BSKY Fulfilment Center located at 107 W. Loudon Ave., Suite 101, Lexington, Kentucky 40508. All pre-approved deliveries will be communicated via email or phone call with a Bill of Lading (BL) to your farm/business.

- ▶ The BL is to verify the commodities being delivered, pricing, quantity and confirmation that a delivery has been scheduled.
- ▶ The transportation costs of delivering product(s) to CKG should be included in your offer up front.
- ▶ A copy of the BL can be sent to the farmer upon request.

The farmer shall create an invoice and bring it with them to BSKY Fulfilment Center when they deliver their product(s). All deliveries must have a detailed invoice that includes:

- ▶ Full name
- ▶ Address of Farm/Business
- ▶ Product(s) delivered
- ▶ Unit
- ▶ Fee per unit



Central KY Growers Association



Central Kentucky Growers Association (CKG), a non-profit organization, was formed in 1998 as a multi-county venture. Farmers from Scott, Bourbon, Harrison, Clark, and Nicholas counties came together and secured funds from USDA, local Ag development funds and other supporters to build the first building with Scott County agreeing to lease the land to the group. CKG has served farmers in the surrounding counties by packing, storing, and selling their vegetables, and looks forward to expanding their producer network and access to local, quality products.

CKG is anticipating distributing approximately 1000 boxes per week throughout the Eastern Kentucky region from mid-September 2023 through June 2024.

Farmer Eligibility and Enrollment

Farmers who meet the following eligibility criteria are welcomed to participate:

1. Local farmers and ranchers who are a member of one or more socially disadvantaged groups.
2. Farmers and ranchers of “local” foods and food products within eligible geographic radius.
3. One-time submission of a completed and signed [LFPA Central KY Growers Program Participant Agreement Form](#) that outlines program rules and expectations. Once an agreement is initially submitted, it will be valid for the rest of the grant program.



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The point of contact for this grant program is:

Zeldon Angel

President

(Phone) (859) 771-0167

ckgrowers@outlook.com

1920 McClelland Circle

Georgetown, KY 40324

The submission of an agreement form or interest survey response, nor submitting a product offer does not guarantee a business transaction with this entity.

Product Offers for Consideration of Purchase

CKG will determine the products needed on a weekly basis and inform growers who have applicable product(s) that fit their needs based on the forecasts submitted. Eligible farmers should contact CKG directly each time that they have a product they want to sell and submit an offer according to the instructions below.

Note: Submissions are offers only; no one shall assume “automatic acceptance” of their offers. It is at the full discretion of CKG to review and accept/decline offered commodities within 7-10 business days from receipt.

There is no limit to the number of offers submitted, however do keep in mind that the grant promotes preferences for socially disadvantaged farmers. Pricing will be monitored utilizing the same pricing guidance to ensure reasonable offers are being made.



Submit your product offers via email to ckgrowers@outlook.com with the following information:

- What are you interested in selling and for how much?
 - Specific commodity information (e.g., type, variety, size, etc.)
 - Quantity or weight available
 - Pricing by weight/packaging (e.g., per pound, per case, etc.)
- Anticipated date that you are able to deliver the product to Georgetown, KY.
 - When able, this date should be no earlier than 1 to 2 weeks from the date you submit your offer.
 - If a forecasted offer, include the date the product will be “picked” or “ready” (e.g., harvest date, processing date, etc.)
- Attach your proof of food safety practices/certifications:
 - On-farm food safety plan/program **OR**
 - Certificate showing successful completion of the FSMA/Produce Safety Alliance (PSA) Grower Training **OR**
 - Proof of USDA GAP/Harmonized GAP/Harmonized GAP Plus+ certification
- Optional:*
 - Attach copy of most recent third-party audit or voluntary on-farm inspection (conducted by KDA, USDA or other approved party)
 - Attach relevant information to your product(s) such as a pricing list, photo of quality/grading standard labels, etc.

Product offers are **not guarantees for sale, and therefore no deliveries, invoicing or similar activities shall take place by any farmer that are not confirmed in writing by HomeGrown Direct.*



Delivery & Payment

Participating farmers will work directly with CKG and be responsible for delivering their product(s) to their warehouse (Georgetown, KY). All pre-approved deliveries will be communicated via email or phone call with a Bill of Lading (BL) to your farm/business.

- ▶ The BL is to verify the commodities being delivered, pricing, quantity and confirmation that a delivery has been scheduled.
- ▶ The transportation costs of delivering product(s) to CKG should be included in your offer up front.
- ▶ A copy of the BL can be sent to the farmer upon request.

The farmer shall create an invoice and bring it with them to CKG when they deliver their product(s). All deliveries must have a detailed invoice that includes:

- ▶ Full name
- ▶ Address of Farm/Business
- ▶ Product(s) delivered
- ▶ Unit
- ▶ Fee per unit
- ▶ Total amount due

Once a BL has been sent, the farmer will deliver their product(s) and a copy of their invoice to CKG at their predetermined appointment time. Upon arrival, CKG may:

- ▶ Inspect the product(s) to ensure their quality,
- ▶ Assist with unloading, and
- ▶ Record the total weight/quantity of the product(s).

Foods and food products must be properly stored and transported such that it is not likely to spoil within 48 hours of delivery, per applicable food safety requirements.



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Under normal circumstances, payment will be made to producers via mailed check to the farmer within two weeks of their delivery date, or within two weeks from funds availability from the KDA. If there are issues with the invoice or if information is lacking, Zeldon will reach out to the farmer to collect the necessary information needed.



FoodChain, Inc.



<https://foodchainlex.org/>

FoodChain is a non-profit located in Fayette Co that serves as a link between their community and fresh food by providing access to fresh local ingredients alongside complementary educational programming. They have an indoor aquaponics farm growing year-round fish and veggies in the same building as their kitchen which provides home delivery of meal kit boxes and frozen meals, hot meal distribution, food literacy education, and food rescue. The LFPA will provide additional funding to expand the meal kit delivery program to include more local produce, and add in local protein, eggs, and dairy. Their distribution is limited to Fayette Co, but local purchasing is possible from any farm that delivers to the Lexington area.

FoodChain is expanding their current box delivery program to Lexington families to an additional 40 families per week through June 2024.

Farmer Eligibility and Enrollment

Farmers who meet the following eligibility criteria are welcomed to participate:

1. Local farmers and ranchers who are a member of one or more socially disadvantaged groups.
2. Farmers and ranchers of “local” foods and food products within eligible geographic radius.
3. One-time submission of a completed and signed *LFPA FoodChain Seller Agreement Interest Form* that outlines program rules and expectations.



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- ▶ For a digital version of this form, [click here](#).
- ▶ If you print the form, you can email, mail or drop-off to the contact below.

The point of contact for this grant program is:

Leandra Forman

Co-Executive Director & Director of Operations

(Phone) (859) 428-8380

leandra@foodchainlex.org

501 W 6th Street, Suite 105

Lexington, KY 40508

The submission of an agreement form or interest survey response, nor submitting a product offer does not guarantee a business transaction with this entity.

Product Offers for Consideration of Purchase

Eligible farmers should contact FoodChain directly each time that they have a product they want to sell and submit an offer according to the instructions below.

Note: Submissions are offers only; no one shall assume “automatic acceptance” of their offers. It is at the full discretion of FoodChain to review and accept/decline offered commodities within 7-10 business days from receipt.

There is no limit to the number of offers submitted, however do keep in mind that the grant promotes preferences for socially disadvantaged farmers. Pricing will be monitored utilizing the same pricing guidance to ensure reasonable offers are being made.



Submit your product offers via email to leandra@foodchainlex.org with the following information:

- What are you interested in selling and for how much?
 - Specific commodity information (e.g., type, variety, size, etc.)
 - Quantity or weight available
 - Pricing by weight/packaging (e.g., per pound, per case, etc.)
- Anticipated date that you are able to deliver the product.
 - This date should be forecasted **at least 1 to 2 weeks** in advance.
- Optional:* Attach relevant information to your product(s) such as a pricing list, photo of quality/grading standard labels, etc.

Product offers are **not guarantees for sale, and therefore no deliveries, invoicing or similar activities shall take place by any farmer that are not confirmed by purchase order from FoodChain.*

Delivery & Payment

Participating farmers will work directly with FoodChain and be responsible for delivering their product(s) to their establishment (Lexington, KY). All pre-approved deliveries will be communicated via email sent to your farm/business.

- The transportation costs of delivering product(s) to FoodChain should be included in your offer up front.

The farmer shall create an invoice and bring it with them when they deliver their product(s). All deliveries must have a detailed invoice that includes:

- Full name
- Address of Farm/Business
- Product(s) delivered
- Unit
- Fee per unit
- Total amount due



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The farmer will deliver their product(s) and a copy of their invoice to FoodChain at their predetermined appointment time. All invoices must be signed by a FoodChain staff/representative for validation. Upon arrival, FoodChain may:

- ▶ Inspect the product(s) to ensure their quality,
- ▶ Assist with unloading, and
- ▶ Record the total weight/quantity of the product(s).

Foods and food products must be properly stored and transported such that it is not likely to spoil within 48 hours of delivery, per applicable food safety requirements.

Under normal circumstances, payment will be made to producers via mailed check to the farmer within two weeks of their delivery date, or within two weeks from funds availability from the KDA. If there are issues with the invoice or if information is lacking, Leandra will reach out to the farmer to collect the necessary information needed.



HomeGrown Direct, LLC



<https://homegrowndirectllc.com/>

HomeGrown Direct LLC was established as a Kentucky business in July 2012 with a goal to provide local, fresh produce to large retail distributors. Created as an LLC partnership between brothers and co-owners, Jacob and Beckham Sharpe, HomeGrown Direct has a mission to generate and serve ALL farm neighbors with locally raised produce. Located in the heart of central Kentucky, HomeGrown Direct has been providing produce for large retail distribution, including but not limited to Kroger, Wal-Mart and Whole Foods, Commonwealth school systems, as well as food-insecure agencies. HomeGrown Direct is also GAP certified and 3rd party audited; produce safety and practices are at the center of their organization.

HomeGrown Direct is anticipating distributing approximately 300 boxes per week throughout the Central and Northern Kentucky regions from mid-September 2023 through June 2024.

Farmer Eligibility and Enrollment

Farmers who meet the following eligibility criteria are welcomed to participate:

1. Local farmers and ranchers who are a member of one or more socially disadvantaged groups.
2. Farmers and ranchers of “local” foods and food products within eligible geographic radius.



3. One-time submission of a completed and signed [LFPA HomeGrown Direct Program Participant Agreement Form](#) that outlines program rules and expectations. Once an agreement is initially submitted, it will be valid for the rest of the grant program.
4. Proof of successful completion of the FSMA/Produce Safety Alliance (PSA) Grower Training.
5. *Preferred, but not required:* Proof of most recent third-party audit or voluntary on-farm audit (conducted by KDA).

The point of contact for HomeGrown Direct is:

Jacob Sharpe

Owner

(Phone) (859) 536-7437

homegrowndirect@gmail.com

130 Old Farm Road

Georgetown, KY 40324

The submission of an agreement form or interest survey response, nor submitting a product offer does not guarantee a business transaction with this entity.

Product Offers for Consideration of Purchase

Eligible farmers should contact HomeGrown Direct each time that they have a product they want to sell and submit an offer to homegrowndirect@gmail.com according to the instructions below.

***Note:** Submissions are offers only; no one shall assume “automatic acceptance” of their offers. It is at the full discretion of HomeGrown Direct to review and accept/decline offered commodities within 10 business days from receipt.*

There is no limit to the number of offers submitted, however do keep in mind that the grant promotes preferences for socially disadvantaged farmers. Pricing will be



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monitored utilizing the same pricing guidance to ensure reasonable offers are being made.



Submit your product offers via email to homegrowndirect@gmail.com with the following information:

- What are you interested in selling and for how much?
 - Specific commodity information (e.g., type, variety, size, etc.)
 - Quantity or weight available
 - Pricing by weight/packaging (e.g., per pound, per case, etc.)
- Anticipated date that you are able to deliver the product to Georgetown, KY.
 - When able, this date should be no earlier than 1 to 2 weeks from the date you submit your offer.
 - If a forecasted offer, include the date the product will be “picked” or “ready” (e.g., harvest date, processing date, etc.)
- Attach your proof of food safety certification:
 - Certificate showing successful completion of the FSMA/Produce Safety Alliance (PSA) Grower Training **OR**
 - Proof of USDA GAP/Harmonized GAP/Harmonized GAP Plus+ certification
- Optional:*
 - Attach copy of most recent third-party audit or voluntary on-farm inspection (conducted by KDA, USDA or other approved party)
 - Attach relevant information to your product(s) such as a pricing list, photo of quality/grading standard labels, etc.

Product offers are **not guarantees for sale, and therefore no deliveries, invoicing or similar activities shall take place by any farmer that are not confirmed in writing by HomeGrown Direct.*



Delivery & Payment

Participating farmers will work directly with HomeGrown Direct and be responsible for delivering their product(s) to the HomeGrown Direct Distribution Center (130 Old Farm Road, Georgetown, KY 40324). All pre-approved deliveries will be communicated via phone/email.

The farmer shall create an invoice and bring it with them to the HomeGrown Direct Distribution Center when they deliver their product(s). All deliveries must have a detailed invoice that includes:

- ▶ Full name
- ▶ Address of Farm/Business
- ▶ Product(s) delivered
- ▶ Unit
- ▶ Fee per unit
- ▶ Total amount due

Upon arrival for delivery, the farmer will be expected to remain at the HomeGrown Direct Distribution Center to:

- ▶ Inspect the product(s) to ensure their quality,
- ▶ Assist with unloading, and
- ▶ Supply their invoice (specified above)

Foods and food products must be properly stored and transported such that it is not likely to spoil within 48 hours of delivery, per applicable food safety requirements.

Under normal circumstances, payments will be remitted to the farmer via check postmarked within two weeks of their delivery date. If there are issues with the invoice or if information is lacking, HomeGrown Direct will reach out to the farmer to collect the necessary information needed.



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Farmer Resources



UNITED STATES DEPARTMENT OF AGRICULTURE (USDA)

The U.S. Department of Agriculture (USDA) is made up of 29 agencies and offices with nearly 100,000 employees who serve the American people at more than 4,500 locations across the country and abroad. On May 15, 1862, President Abraham Lincoln signed legislation to establish the United States Department of Agriculture and two and a half years later in his final message to Congress, Lincoln called USDA "The People's Department." Through their work on food, agriculture, economic development, science, natural resource conservation and other issues, USDA has impacted the lives of generations of Americans.

[Guidance for Historically Underserved Farmers & Ranchers](#)

*“Some groups of people are identified in Farm Bill legislation and in USDA policy as being Historically Underserved (HU). Members of these communities have been historically underserved by, or subject to discrimination in, Federal policies and programs. Four groups are defined by USDA as “Historically Underserved,” including farmers or ranchers who are: beginning; **socially disadvantaged**; veterans and limited resource. USDA recognizes the need to be inclusive of all people and ensure equitable access to services. So, special provisions include specific incentives, waivers, priorities, set asides, and other flexibilities for producers who meet this definition.” (A Guide to USDA Resources for Historically Underserved Farmers and Ranchers)*

This guide focuses on three specific supporting agencies:

- ▶ [Farm Service Agency \(FSA\)](#): often the first stop for producers working with USDA because they can provide you with a farm number, which is required for USDA program participation. The agency offers a suite of programs to help you start and grow your operation, build resilience, and recover after disasters. Specifically, FSA offers disaster assistance, safety net, price support, farm loans, and conservation programs.



- ▶ [Natural Resources Conservation Service \(NRCS\)](#): supports farmers and ranchers with conservation assistance based on your individual stewardship goals. NRCS provides technical assistance for planning and conservation practice implementation. Financial assistance is available for conservation of working agricultural lands and for easements programs.
- ▶ [Risk Management Agency \(RMA\)](#): serves America's agricultural producers through effective, market-based risk management tools to strengthen the economic stability of producers and their communities.

Across the state are USDA Service Centers which are offices where you can meet in-person with FSA and NRCS staff members to discuss how the USDA can assist you.

Click the link(s) below to find assistance/providers according to your needs:

- ▶ [USDA Service Center locator](#)
- ▶ [Urban Grower Service Center locator](#)
- ▶ Beginning Farmer and Rancher [Factsheet](#) and Kentucky's Coordinator:
Angella Watson
angella.watson@usda.gov
(859) 224-7685
- ▶ FSA's [Farm Loan Discovery Tool](#)
- ▶ [USDA Organic certification](#)
- ▶ [NRCS - Organic transition assistance](#)
- ▶ RMA: [Locate a crop insurance agent here.](#)



PRICING YOUR COMMODITIES

There are many resources available for farmers to use in deciding what your price offer will be on commodity products. LFPA grant funds will be used for **only #1**, Grade A or the equivalent to the highest quality of the food/food product. Pricing is uniquely encouraged to reflect the current, average retail market value.

USDA MarketNews

For 100 years, AMS has provided free, unbiased price and sales information to assist in the marketing and distribution of farm commodities. Each year... the reports give farmers, producers and other agricultural businesses the information they need to evaluate market conditions, identify trends, make purchasing decisions, monitor price patterns, evaluate transportation equipment needs and accurately assess movement. (USDA MarketNews)

These reports allow you to get a current snapshot of the market, as well as look back to previous seasons/years.

- ▶ [National Average Retail Reports](#): advertised retail pricing information for several hundred commodities at major retail supermarket outlets on a weekly basis.
- ▶ [Dairy Retail](#): advertised retail pricing information on conventional and organic dairy products.
- ▶ [Livestock, poultry and grain](#)
- ▶ [Fruits, vegetables and specialty crops](#): reports available by specific commodity types, market types, national reports and local/regional reports.



FOOD SAFETY

Depending on the types of commodities that you produce, different food safety certifications, licenses or training may be required. For the purposes of the LFPA grant program, all participating farmers/producers must have (at minimum) an on-farm Food Safety Plan in place and have documentation of said procedures on file, readily available. Producers' participation assumes their understanding of their responsibility to follow all applicable federal, state, and local rules and regulations governing their business and the types of commodities that they produce. Your best resources for state/local guidance are the Kentucky Department of Agriculture and your local [University of Kentucky Cooperative Extension Service](#) agent.

To learn more and further understand the regulatory system for Food Safety, view a fact sheet developed by UK Cooperative Extension: [Understanding the US Food Safety Regulatory System](#) and full list of [training available](#) regarding food safety.

Farm Food Safety Plan Resources

While many certifications do not necessarily require a written farm food safety plan, it is a resource that can only benefit a grower. It will assist farmers or growers most with preparing for buyer requirements, diversifying, scaling up or even third-party audits. This plan covers those that may not be subject to other food safety regulations, such as produce growers who are exempt from the Produce Safety Rule. There are many templates on the internet to build your farm's food safety plan from. Just be sure to customize each plan to fit only the operations of your farm or business! A simple search for "farm food safety template" or "farm food safety plan example" will give you many resources to build yours from. Some websites even encourage you to customize what they have developed, like the [Farm Food Safety Plan Template from Cornell University](#).



FSMA Produce Safety Program in Kentucky

The Food Safety Modernization Act, also known as FSMA, is a food safety program for **produce** to prevent food safety hazards and foodborne illnesses. The [Produce Safety Rule](#) (PSR) is a safety law that outlines the minimum standards for safe practices of growing, harvesting, packing and holding fruits and vegetables for the purposes of human consumption. This rule focuses on:

- Agriculture water
- Biological soil amendments
- Domesticated and wild animals
- Worker training and health and hygiene
- Equipment, tools, and buildings
- Sprouts

The [Produce Safety Alliance \(PSA\)](#) is a collaboration between Cornell University, FDA, and USDA to prepare fresh produce growers to meet the regulatory requirements included in the United States Food and Drug Administration's Food Safety Modernization Act (FSMA) Produce Safety Rule. KDA in partnership with the University of Kentucky provides PSA grower trainings across the state. Scheduled trainings will be announced on their webpage: [FSMA: PSA Grower Training Course](#).

Produce Safety Regulation in Kentucky

Per 302 KAR 60:010, as a produce grower in Kentucky, you must complete the [Produce Farm Inventory](#) survey (regardless of exemption eligibility).

The FSMA Produce Safety Rule applies to any farm that annually grosses more than \$25,000 in sales of produce, averaged across a rolling three-year period and adjusted for [inflation](#) (with 2011 as the baseline year). However, some exemptions do exist. Completing the survey will notify you if you are covered by the rule or exempt. For more information, visit the KDA's [Produce Safety Program](#) page.



Good Agricultural Practices (GAP) Audit Program

Good Agricultural Practices, also known as GAPs, is a voluntary third-party audit program that verifies an audited farm is producing, packaging, handling and storing fruits and vegetables using safe practices to minimize food safety hazards.

While this certification is not required to participate in any of the LFPA Grant Program tracks, this level of food safety programming is often required if interested in increasing operational scale into mid to large institutions and retailers/wholesale buyers.

Interested in completing the GAP third party audit?

Your initial contact should be to [Cultivate Kentucky's](#) technical assistance team of agents who will provide technical assistance for understanding audit requirements, developing a farm food safety plan, and preparing for an on-farm audit. The success rate for farmers working with CK is 100%!

The Kentucky Horticulture Council (KHC) has a [cost-share program](#) that will financially support producers who successfully complete a GAP audit. Any Kentucky producer completing a third-party GAPs audit in 2023 may participate in the KHC Cost Share Program. Cost share will be 75% of the audit cost up to a maximum reimbursement of \$1,250 for 2023. Due to limited funds in 2023, it is encouraged (but not required) to coordinate pre-approval of your application. To receive reimbursement producers must:

- ▶ be, or become, a member of Kentucky Proud through the Kentucky Department of Agriculture;
- ▶ complete the [application](#) and submit it to the Kentucky Horticulture Council before the deadline on December 15, 2023; and
- ▶ submit a copy or image of the paid third-party GAPs audit receipt from an official certifying agency.

Contact [Bryan Brady](#) if you have questions or are interested in starting the audit process for your farm!



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Finding Kentucky Meats Processors

The University of Kentucky's [Beef Center of Excellence: Kentucky Meat Processors](#) is a directory of beef, poultry and country ham curers from across the Commonwealth. In order to participate in LFPA, all meats must have been processed in a USDA-certified facility, with the applicable seal/stamp. Click the directory to find your nearest processor.



KDA – KENTUCKY PROUD



Introduced by the Kentucky Department of Agriculture in 2002, the [Kentucky Proud](#) brand (which was originally launched as Kentucky Fresh) was created as a central platform to raise awareness of the Commonwealth's ever-expanding agricultural efforts and to promote Kentucky's farmers, farm families, and farm impact products. In 2008, Kentucky Proud officially became the Commonwealth of Kentucky's agricultural marketing brand by legislative action, and the rest, as they say, is history!

The Kentucky Proud program is funded through the generosity of the Kentucky Agricultural Development Fund. Directed by the Kentucky Agricultural Development Board and administered by the Kentucky Office of Agricultural Policy, the fund is a product of the 1998 Master Tobacco Settlement between cigarette manufacturers and 46 states, including Kentucky.

Kentucky Proud promotes [locally grown food](#), [farmers' markets](#), farm stands, [agritourism sites](#), and many other products and destinations with roots in Kentucky soil. Kentucky Proud products are raised, grown, or processed in Kentucky by Kentuckians. You can serve Kentucky Proud foods or purchase Kentucky Proud products with the confidence that they came from your friends and neighbors just down the road — not from thousands of miles away.

If you are interested in becoming Kentucky Proud, [submit your application here!](#)



THE FOOD CONNECTION



The Food Connection at the University of Kentucky’s College of Agriculture, Food and Environment serves farmers, food producers, students, and consumers by cultivating creative strategies and partnerships to support a vibrant, healthy, and equitable local food economy.

Name	Email	Phone	Role
Dr. Ashton Potter Wright	ashtonpotterwright@uky.edu	859-218-4987	Executive Director (The Food Connection)

Kentucky Value Chain Collaborative

The Kentucky Value Chain Collaborative (KYVCC) seeks to build on existing efforts to build a more vibrant and connected local food system in Kentucky. With generous support from the Kentucky Agricultural Development Board, The Food Connection employs value chain coordinators (VCCs) to support farmers in cultivating meaningful and sustainable markets for their local food products and relationships with scale-appropriate distribution channels.

The VCCs serve a number of roles (market matchmaking, technical assistance, relationship building, innovating ideas, resource prospecting, research & assessment) to meet farmers where they are and assist them with selling their products and meeting the demand for locally grown food in a coordinated and collaborative way with an emphasis on institutional/food service markets. [Click here to find which VCC serves your county.](#)



Name	Email	Phone	Role
Brandi Button Johnson	brandi.buttonjohnson@uky.edu	270-670-6913	Western KY Value Chain Coordinator (The Food Connection)
Faye Kuosman	faye.kuosman@uky.edu	859-608-7978	Central KY Value Chain Coordinator (The Food Connection)
Heather Graham	heather.graham@uky.edu		Eastern KY Value Chain Coordinator (The Food Connection)

Cultivate Kentucky

The Cultivate KY partnership is a collaborative initiative, spearheaded by The Food Connection, aimed at growing our specialty crop sector in Kentucky, with a particular emphasis on farm to institution supply chains. CK’s efforts are focused on produce growers, and specifically supporting producers’ adaptation to rapid changes in produce food safety regulation and auditing.

This partnership is composed of on and off campus partners from across the food and farm system who work together in developing strategic and innovative programming to support the development of wholesale ready producers in the Commonwealth. CK Agents work directly with Kentucky farmers and food aggregators, and delivers both one-on-one technical assistance, field days, workshops, webinars, and publications.

Name	Email	Phone	Role
Bryan Brady	bryan.brady@uky.edu	757-651-6692	Senior Extension Associate (Cultivate Kentucky)
Courtney Bartlett	courtney.bartlett@uky.edu	859-200-2926	Extension Associate (Cultivate Kentucky)



The Learning Kitchen

The Food Connection’s Learning Kitchen brings Kentucky food and foodways to life with hands-on cooking classes, guest chefs, and special culinary and educational events.

Name	Email	Phone	Role
Tanya Whitehouse	tanya.whitehouse@uky.edu	859-537-1303	Chef and Program Manager of the Learning Kitchen (The Food Connection)



KENTUCKY STATE UNIVERSITY COOPERATIVE EXTENSION



**KENTUCKY STATE
UNIVERSITY**

Kentucky State University (KYSU) Cooperative Extension Program strengthens underserved communities, families, farmers, individuals and youth to improve their quality of life with state-of-the-art, research-based educational programs. The program is recognized as a leading educational organization that provides inclusive services to diverse communities. We value accountability, inclusion, integrity, partnership/collaborations, service, relevant and research based.

Name	Email	Phone	Role
Joni Nelson	joni.nelson@kysu.edu	(502) 597-6831	Manager of the Center for Sustainability of Farms and Families; Small Farms Grant

“Third Thursday Thing” Program

Third Thursday Thing is Kentucky State University Land Grant Program’s monthly sustainable agriculture workshop that covers a wide variety of topics throughout the year. The goal is to improve the sustainability of agriculture on Kentucky’s small, limited-resource, female, and minority farms. Workshops are held on the 3rd Thursday of each month (except December) in-person at the Harold R. Benson Research & Demonstration Farm (1525 Mills Lane, Frankfort, KY 40601), via livestream or can be watched later online!

- ▶ Follow their [Facebook](#) page to see the planned topics each month!
- ▶ View the livestream and previous recordings on the [KYSUAG YouTube channel](#).
- ▶ If you would like to receive more information about TTT, contact Morgan Wemmer at Morgan.Wemmer@kysu.edu.



Small-Scale Farm Grant

This granting program impacts the production and sales of Kentucky-grown farm products and offers funding for educational ventures. KSU’s Small-Scale Farm Grant gives priority to four specific areas (up to \$5,000): food insecurity, organic agriculture, aquaculture, and value-added processing.

To learn more or view the grant application, visit the [Small-Scale Farm Grant Program](#) page!

Name	Email	Phone	Role
Marion Simon	marion.simon@kysu.edu	(502) 597-6325	Small Farm Specialist
Edwin Chavous	edwin.chavous@kysu.edu	(502) 597-6428	Small Farm Area Agent – Central KY
Lindsay Heyvaert	Lindsay.Heyvaert@kysu.edu	270-282-0982	Small Farm Area Agent – Western KY
Laura Rogers	laura.rogers@kysu.edu		Small Farm Area Agent

Urban Agriculture

Urban agriculture, or growing foods in urban areas, is a common practice within communities of high food insecurity and economic hardship. Urban growers may face many challenges: access to market and financial resources, human health concerns, a lack of safe, uncontaminated land/water and more. One priority of Cooperative Extension is connecting urban farmers to resources that would otherwise not be at their disposal. Additionally, Cooperative Extension develops educational programs that enable and allow urban farmers to make the best uses of available resources to increase access to fresh, healthy, and local food.

Name	Email	Phone	Role
Von Barnes	Von.Barnes@kysu.edu		Urban Ag Extension Agent



Mobile Processing Unit (MPU)

The nation’s first Mobile Processing Unit was introduced by KSU in 2015! The mobile processing unit is a certified mobile commercial kitchen that brings processing accessibility to producers across the state.

Fruit and Vegetable Usage

The MPU enables farmers to process their fresh fruit and vegetables into value-added products or sell their goods at venues larger than the local farmers markets. It includes two sorghum evaporators for processing syrup and the capability to blast-freeze products.

Name	Email	Phone	Role
Joni Nelson	joni.nelson@kysu.edu	(502) 597-6831	MPU Coordinator (Fruit/Vegetable)



Poultry, Rabbits, Aquaculture and Turkey Usage

The poultry processing unit is designed to assist small-scale poultry farmers. Everything that is needed to process poultry is in the trailer, except for knives. This Unit is accessible by reservation and at minimal cost. A single day of processing is considered to be 7.5 hours. Producers must show proof of purchase showing that they were from an NPIP-approved source.

Rental Fee by Animal Type:		Facility Manager Certification Fees:
Poultry \$75 for up to 50 birds \$0.75 per bird over 50 Rabbits \$50 for up to 50 rabbits \$0.50 per rabbit over 50	Turkey \$75 for up to 15 birds \$3.50 per bird over 15 Aquaculture \$75 per day	Initial Fee \$75; valid for 2 years. Renewal Fee \$50; valid for every additional 2 years after.
Additional Charges:		
Travel Fee Based on distance from the Harold R. Benson Research and Demonstration Farm (1525 Mills Lane, Frankfort, KY 40601) <ul style="list-style-type: none"> No travel fee if location is less than 100 miles If over 100 miles, flat travel fee of \$100 		Vacuum Bags Producers may bring their own bags, but if not, their cost is \$0.22/bag Overtime Time worked over 7.5 hours of the Facility Manger is charged at \$10/hour

Name	Email	Phone	Role
Steven Skelton	steven.skelton@kysu.edu	502-597-6103	MPU Coordinator (Poultry)
Megan Goins	Megan.goins@kysu.edu	502-597-6528	Farm Manager



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KENTUCKY
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KENTUCKY CENTER FOR AGRICULTURE & RURAL DEVELOPMENT (KCARD)



The Kentucky Center for Agriculture and Rural Development (KCARD) is an independent, non-profit organization established to facilitate agricultural and rural business development in Kentucky. KCARD provides educational opportunities, technical assistance, and business support services to new and existing agribusinesses. Due to the extensive support received from the Kentucky Agricultural Development Board, USDA Rural Development, and other public funders, KCARD charges no fees for the majority of their services:

<https://www.kcard.info/>

kcard@kcard.info

(859) 550-3972

Business Development

KCARD assists new businesses with developing business plans, marketing plans, and financial projections and conducting market research. For established businesses, KCARD offers assistance with financial analysis, development of updated business plans, marketing plan reviews, board and management training, recordkeeping, and complete evaluation of the business operations. For more information, contact the general KCARD email and/or phone number!

Grant Facilitation

KCARD's Agribusiness Grant Facilitation Program (AGFP) helps Kentucky agribusinesses learn about and apply for funding, as well as complete registrations required to receive federal funding. With the support of business planning and technical assistance available through KCARD, the program can help applicants put together strong grant applications.

Name	Email	Phone	Role
Cara Stewart	cstewart@kcard.info	(502) 514-9079	KCARD Grant Facilitator



Cooperative Development

As a cooperative development center, KCARD is Kentucky’s leading expert in the cooperative business structure. KCARD can assist new and developed cooperatives with their business needs, including facilitating steering committee meetings, cooperative education, business plan development, feasibility analysis, organizational documents, board training, and more. For more information, contact the general KCARD email and/or phone number!

Local Food Expansion Initiative

Through the Kentucky Local Food System Expansion Initiative, KCARD helps make matches between local food producers and buyers such as retail grocers, restaurants, institutions, and distributors. In collaboration with several partner organizations, KCARD assists local food producers with the appropriate experience and food safety credentials to access wholesale market channels. KCARD assists buyers with building relationships with producers and increasing their sales of local, quality food.

Name	Email	Phone	Role
Ali Kerr	akerr@kcard.info	(502) 438-9149	Local Food Program Associate <i>(on maternity leave)</i>
Ali Hulett	ahulett@kcard.info	(859) 428-8224	

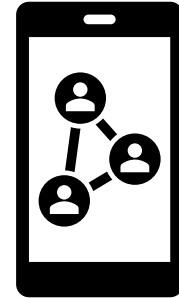
Kentucky AgVets

Kentucky AgVets is a partnership with key organizations throughout Kentucky with the goal of making sure veterans and active-duty service members have access to the training, education and funding resources needed for their current or future operations. The program offers various hands-on educational opportunities, such as internships, mentorships, workshops, and networking events.

Name	Email	Phone	Role
Spencer Guinn	sguinn@kcard.info	(502) 771-0811	Program Coordinator



Post Your #KYLFPA Impact on Social Media!



The Commonwealth would love to see how each producer and community member is engaging with this local food initiative. Whether you are a farmer who has sold your local products or a family receiving a food box, tell us how this grant program has positively impacted you and your community. Who knows, you might show up on official KDA social media! If social media isn't your thing, you may contact the LFPA Grants Administrator or any contractor to share your stories.

#KYLFPA

#KYLFPACommunityChampion

#KYLFPAFeedsFamilies

#KYLFPASupportsLocal



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Definitions



Local or regional producers. Local or regional producers are farmers, ranchers, producer, processors or distributors and other businesses involved in food production or distribution that are located in the state or tribal region or within 400 miles of the delivery destination.

Local or regional food. Locally and Regionally Produced Food means food that is raised, produced, aggregated, stored, processed, and distributed in the locality or region where the final product is marketed to consumers, so that the total distance that the product travels between the farm or ranch where the product originates and the point of sale to the end consumer is at most 400 miles, or both the final market and the origin of the product are within the same State, territory, or tribal land.

Domestic Food. “Agricultural Commodity” means a product grown, processed, and otherwise prepared for sale or distribution exclusively in the United States or its territories, except with respect to minor ingredients. Minor ingredients from nondomestic sources will be allowed to be utilized as a United States product if such ingredients are not otherwise: (1) produced in the United States; and (2) commercially available in the United States at fair and reasonable prices from domestic sources. The following ingredients are determined by AMS Commodity Procurement as not available at fair and reasonable prices and are waived from U.S. origin restrictions: (1) Vitamin A (Retinol Palmitate), (2) Vitamin D, (3) Carageenan (stabilizing agent), (4) Sorbic Acid (preservative), (5) Potassium Sorbate (preservative), (6) Rennet (coagulant), (7) Items excepted from the Buy American Act under [FAR 25.104 Nonavailable Articles](#).

Socially Disadvantaged producers. Socially Disadvantaged Farmer or Rancher is a farmer or rancher who is a member of a Socially Disadvantaged Group. A Socially Disadvantaged Group is a group whose members have been subject to discrimination on the basis of race, color, national origin, age, disability, and, where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program.

A **Food (also “Commodity”) or food product** is a product grown, processed, and otherwise prepared for sale or distribution. Any food or beverage product that meets the definition for domestic and local (as defined in the RFA) are permissible, as the LFPA program is not limited to just fresh produce as it also includes processed products. Examples include produce (fruit and vegetables); dairy and milk; eggs; meat and poultry; fish and seafood; breads and grains; nuts, seeds and legumes; beverages; prepared meals and entrées; and snacks and condiments.

All foods and food products must be distributed at the best applicable **quality standard** and **grade** according to its product type (as defined by [USDA AMS guidance on grading shields/labels](#)). For example, the highest quality standard for fruits, vegetables or specialty crops is Grade A. Funds may not be used for the purchase of Grade B or C fruits, vegetables or specialty crops as they are not the highest grade/quality standard for the product type.



Additionally, all eligible foods distributed must be *consumer* ready, or are a safely consumable product being (1) Ready to Eat or requires a (2) minimal amount of further processing.

sReady to Eat items are already in a consumable, food safe state upon their receipt.

Foods needing minimal processing to reach a consumable, food safe state are those that require few additional alterations (e.g., temperature controls for storage and/or preparation).

Underserved communities are those defined in accordance with Exec Order 13985, Executive Order on Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, Jan 20, 2021:

Sec. 2. Definitions. For purposes of this order: (a) The term “equity” means the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

(b) The term “underserved communities” refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of “equity.”