

10. Budget Amendment A-63 (FY 09/10) UF/IFAS Wildwood Growers Market Grant (Staff recommends approval).

[03-09-10-3-e-10](#)

11. Budget Amendment A-64 (FY 09/10) Transit Fund (Staff recommends approval).

[03-09-10-3-e-11](#)

12. State Housing Initiatives Partnership (SHIP) program payment requests (Staff recommends approval).

[03-09-10-3-e-12](#)

Commissioner Hoffman moved, with a second by 2nd Vice Chairman Mask, to approve Items 2 and 4 through 12 under Financial. The motion carried unanimously 4 - 0.

SUBRECIPIENT AUDIT CERTIFICATION

Reference: RD309-101/4695398 **EIN No.:** 596002052
Name of project: IMPLEMENT PLAN OF WORK FOR THE SOUTHERN REGION SUSTAINABLE
AGRICULTURE RESEARCH & EDUCATION (SARE) PROGRAM

Your organization is being awarded funds as a subrecipient of the University of Georgia. Our records show that we do not have a current audit on file for your organization. Please (1) check all appropriate boxes; (2) sign; and (3) return, attaching the financial information requested below, if applicable. UGA must be in receipt of this certification prior to the full execution of the subaward. If you have any questions concerning this audit request, **contact Crystal Rogers, Compliance Officer, Contracts & Grants, cgrogers@uga.edu, (706) 227-5396.**

If your organization is not subject to OMB Circular A-133, please complete Section II.

I. We are subject to OMB Circular A-133:

- Our most recently completed A-133 audit for fiscal year 2008 disclosed no material instances of non-compliance, material weakness and/or reportable conditions were found related to any sub-award(s) from UGA. *If available, please provide a website where it can be accessed.*
<http://www.sumtercountyfl.gov> (Forms & Docs/Budget Resources)
- Our most recently completed A-133 audit for fiscal year _____ included material instances of non-compliance, material weakness and/or reportable conditions. *Enclosed is a copy of the audit report or a website where it can be accessed, and our corrective action responses.*
http://_____

Organizations **not subject** to an A-133 Audit must still comply with applicable Federal, State or Local laws and regulations and certify that no audit findings or questioned costs were discovered in its most recent audit that would impact awards made by University of Georgia.

- II. Do you have an annual audit conducted?** Yes No
We **are not subject** to the requirements of OMB Circular A-133 because:
- We are a for-profit organization
 - We are a foreign (non-U.S.) entity.
 - We expend less than \$500,000 a year in federal funds.
 - Other, (please explain) _____

***If you are not subject to the requirements of A-133, please provide an audited financial statement for the most current fiscal year and an independent auditor’s management letter. You may provide a link (preferable), an electronic version via email to cgrogers@uga.edu, or a hard copy to: Contracts and Grants Division, University of Georgia, 475 Lumpkin St, Athens, GA 30602.**

If you are unable to provide an audited financial statement, please note that supporting documentation (e.g. copies of receipts, payroll cost reports, effort certification sheets, etc.) will be required with each invoice.

As a representative for COUNTY OF SUMTER I certify that the above information is accurate and all relevant material findings contained in the audit report have been disclosed.

Name	Title	Telephone Number
Authorized Signature	email address	Date

**Attachment 1
Research Subaward Agreement
Certifications and Assurances**

By signing the Subaward Agreement, the authorized official of Subrecipient certifies, to the best of his/her knowledge and belief that:

Certification Regarding Lobbying

- 1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Subrecipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or intending to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Subrecipient shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying", to the Prime Recipient.
- 3) The Subrecipient shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Debarment, Suspension, and Other Responsibility Matters

Subrecipient certifies by signing this Subaward Agreement that neither it nor its principals are presently debarred, suspended, pro- posed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency.

OMB Circular A-133

Subrecipient assures Prime Recipient that it complies with A-133 and that it will notify Prime Recipient of completion of required audits and of any adverse findings which impact this subaward. To the extent Subrecipient is not subject to OMB, Subrecipient assures University that it will provide an audited financial statement for the most current fiscal year and an independent auditor's management letter. To the extent a Subrecipient not subject to OMB does not have an external audit to provide or has adverse findings which impact this subaward, Subrecipient agrees to provide such additional documentation as may be required by University. Subrecipient agrees that costs determined to be unallowable or unreasonable shall be disallowed and deducted/off-set from current or future invoices and that payments may be withheld pending receipt of requested documentation.

RD 309-101

**United States Department of Agriculture
Cooperative State Research, Education, and Extension Service
AWARD FACE SHEET**

Attachment 2

1. Award No. 2008-38640-19017		2. Proposal Number 2008-03388		3. Period of Performance 07/15/2008 through 07/14/2013		4. Type of Instrument Cooperative Agreement	
5. Type of Action New		6. CFDA Number 10.215		7. CAN		8. MO	
				9. Method of Payment DHHS Payment Management System		10. CRIS Number 0213980	
10. Authority: 7 U.S.C. 4701-4710, Sections 1461-1471 of P.L. 99-198, CFDA #10.215, Sustainable Agriculture Research and Education Program							
10. Agency (Name and Address) Awards Management Branch Cooperative State Research, Education, and Extension Service/USDA Washington, DC 20250-2271				11. Awardee Organization University of Georgia Research Foundation University of Georgia Athens, GA 30602			
12. Program Point of Contact: Jill Auburn Telephone: 202-720-5384 jauburn@csrees.usda.gov		Administrative Point of Contact: Eugenia Spohrer Telephone: 202-401-5058 esphorer@csrees.usda.gov		13. Project Director/Performing Organization JEFFREY L JORDAN University of Georgia Griffin, GA 30223			
14. Funding:				15. Funds Chargeable			
		<u>Federal</u>	<u>Non-Federal</u>	<u>FY - FDC</u>	<u>Amount</u>	<u>FY - FDC</u>	<u>Amount</u>
Previous Total		\$0.00	\$0.00	08- 823-38640	\$3,150,058.00		
+ or -		\$3,150,058.00	\$0.00				
Total		\$3,150,058.00	\$0.00				
Grand Total		\$3,150,058.00					
16. Title of Proposal IMPLEMENT PLAN OF WORK FOR THE SOUTHERN REGION SUSTAINABLE AGRICULTURE RESEARCH & EDUCATION (SARE) PROGRAM							
PROVISIONS							
This Award incorporates the following:							
<ol style="list-style-type: none"> 1. Research Terms and Conditions (07/01/08) and CSREES Agency Specific Terms and Conditions (07/08) at http://www.nsf.gov/bfa/dias/policy/rto/index.jsp and Attachment A, thereto. 2. The referenced proposal and any revision thereto - incorporated by reference 3. 7 CFR Part 3015, 7 CFR Part 3017, 7 CFR Part 3018, 7 CFR Part 3019 - incorporated by reference (http://www.csrees.usda.gov/business/awards/fedregulations.html) 4. Cooperative Agreement Terms and Conditions. 5. The approved award budget 6. CRIS Forms AD-416 and AD-417 - incorporated by reference 7. The obligation of funds may be terminated without further cause unless the recipient commences the timely drawdown of funds; initial drawdown must be made within the first year of the project. 8. This award will reach the statutory time limitation on 07/14/2013, the end date of this project. The recipient is encouraged to complete the project as proposed and obligate all funds awarded by this date. No-cost extensions of time will not be possible. 9. Funds in the amount of \$3,150,058 are withheld pending CSREES receipt and approval of final technical reports for the Project Director for award numbers 2001-47001-01119 which expired March 31, 2006 and 2002-47001-01323 which expired June 14, 2007. In addition, funds for the following programs are being withheld pending receipt and approval of the statements of work, budgets, and budget narratives: \$15,000 Sustainable Ag Ph.D. Dissertation Award; \$40,000 Sustainable Ag Program Award; \$40,000 Risk Management Education/S-SARE Joint Grant. 10. To activate this award, please sign and date all copies of this form, retain one copy with attachment, and return the remaining two 							
FOR THE UNITED STATES DEPARTMENT OF AGRICULTURE							
This award, subject to the provisions above, shall constitute an obligation of funds on behalf of the Government. Such obligation may be terminated without further cause unless the recipient commences the timely drawdown of funds; such drawdowns may not exceed one year from issuance date of the award.							
Typed Name Adriene Woodin Authorized Departmental Officer		Signature DALPHS			Date 07/11/2008		
FOR THE PERFORMING ORGANIZATION							
Signature of person authorized by the governing body of the performing organization to incur contractual obligations. Signature indicates acceptance when a cooperative agreement is cited in Type of Instrument (block 4) above.							
Typed Name and Title Christian Perry Assistant Grants Officer		Signature <i>Christian Perry</i>			Date 8/4/08		

**United States Department of Agriculture
Cooperative State Research, Education, and Extension Service
AWARD FACE SHEET**

1. Award No. 2008-38640-19017		Amendment No.		2. Proposal Number 2008-03388		3. Period of Performance 07/15/2008 through 07/14/2013		4. Type of Instrument Cooperative Agreement					
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14. Funding:		<u>Federal</u>		<u>Non-Federal</u>		15. Funds Chargeable							
						<u>FY - FDC</u>		<u>Amount</u>		<u>FY - FDC</u>		<u>Amount</u>	
Previous Total		\$0.00		\$0.00		08- 823-38640		\$3,150,058.00					
+ or -		\$3,150,058.00		\$0.00									
Total		\$3,150,058.00		\$0.00									
Grand Total		\$3,150,058.00											
16. Title of Proposal IMPLEMENT PLAN OF WORK FOR THE SOUTHERN REGION SUSTAINABLE AGRICULTURE RESEARCH & EDUCATION (SARE) PROGRAM													
PROVISIONS													
copies to USDA/CSREES, Awards Management Branch, Mail Stop 2271, Washington, DC 20024-2271. These funds will not be released until the signed forms are recieved by CSREES.													
11. Provided such expenditures are a part of the approved award budget, pre-award expenditures are authorized from <u>4/11/08</u> . If such expenditures are not a part of the approved award budget, written approval must be obtained from CSREES. <i>CHP</i>													
FOR THE UNITED STATES DEPARTMENT OF AGRICULTURE													
This award, subject to the provisions above, shall constitute an obligation of funds on behalf of the Government. Such obligation may be terminated without further cause unless the recipient commences the timely drawdown of funds; such drawdowns may not exceed one year from issuance date of the award.													
CSREES-2009 February 2002										Page No: 2 / 2			

SF-424 R & R BUDGET-CSREES Award No. 2008-38640-19017

PD-JORDAN

		Totals (\$)
Section A, Senior/Key Person		\$61,376
Section B, Other Personnel		\$260,637
Total Number, Other Personnel	30	
Total Salary, Wages and Fringe Benefits (A + B)		\$322,013
Section C, Equipment		\$0
Section D, Travel		\$12,000
1. Domestic	\$12,000	
2. Foreign		
Section E, Participant/Trainee Support Costs		\$0
1. Tuition/Fees/Health/Insurance		
2. Stipends		
3. Travel		
4. Subsistence		
5. Other		
6. Number of Participants/Trainees		
Section F, Other Direct Costs		\$2,816,045
1. Materials and Supplies	\$25,000	
2. Publication Costs	\$5,694	
3. Consultant Services		
4. ADP/Computer Services		
5. Subawards/Consortium/Contractual Costs	\$2,785,351	
6. Equipment or Facility Rental/User Fees		
7. Alterations and Renovations		
8. Other 1		
9. Other 2		
10. Other 3		
Section G, Direct Costs (A thru F)		\$3,150,058
Section H, Indirect Costs	None Allowed	\$0
Section I, Total Direct Costs and Indirect Costs (G + H)		\$3,150,058
Section J, Fee		\$0

COOPERATIVE AGREEMENT No. 2008-38640-19017
BETWEEN THE
U.S. DEPARTMENT OF AGRICULTURE
COOPERATIVE STATE RESEARCH, EDUCATION, and EXTENSION SERVICE
AND THE
UNIVERSITY OF GEORGIA RESEARCH FOUNDATION, INC.

I. Purpose

The purpose of this project is to develop and implement a program for: (a) promoting the development and adoption of farming methods, using sustainable agriculture research and education findings; (b) alternative farming systems, and; (c) encouraging agricultural production practices that are compatible with sustained human and environmental well-being. This will be known as the "Sustainable Agriculture Research and Education," (SARE) project for the Southern Region.

II. Situation

This program has been authorized under the Food, Agriculture, Conservation and Trade Act of 1990--Title XVI, Sections 1619-1622 (P.L. 101-624) and the Pollution Act of 1990 - Section 5.

There is a critical need to facilitate and increase scientific investigations and education in order to reduce, to the extent feasible and practicable, the use of chemical pesticides, fertilizers, and toxic natural materials in agricultural productions and improve low-input farm management to enhance agricultural productivity, profitability and competitiveness so that the promotion of crop, livestock, and enterprise diversification is developed.

There is a need to facilitate the conduct of projects throughout the region in order to study, to the extent practicable, agricultural production systems located in areas which possess soil, climate, and physical characteristics, and study those farms which have been, and will continue to be, managed using farm production practices which rely on low-input and conservation practices.

By utilizing the experience and expertise of farmers and ranchers, through their direct participation and leadership in projects, the transferring of practicable, reliable, and timely information to farmers and ranchers concerning practical and profitable ways to adopt low-input sustainable farming practices and systems can become a reality.

The need to promote a partnership between farmers, non-profit organizations, agribusiness, and public and private research and extension institutions becomes a critical factor in the success of alternative farming methods and systems.

There is a critical need to promote good stewardship of the nation's natural resources by providing site-specific and profitable sustainable farming methods that will strengthen agricultural competitiveness; satisfy human food and fiber needs; maintain and enhance

the quality and productivity of the soil; conserve soil, water, energy, natural resources, and fish and wildlife habitats; and maintain and improve the quality of surface and ground water.

III. Agreement

It is agreed that the University of Georgia Research Foundation, Inc., and the Cooperative State Research, Education, and Extension Service, United States Department of Agriculture, will cooperate for their mutual benefit to conduct a research and educational program designed to promote the development and adoption of alternative farming techniques and sustainable agriculture.

IV. Responsibilities of the Parties

A. The University of Georgia Research Foundation, Inc., agrees to:

1. Maintain a formal organizational structure under the leadership of the project director for the Southern Region (as indicated on Block 15 of the Form CSREES-2009, Award Face Sheet), including the appropriate Technical Committees (TC) and an Administrative Council (AC), for the purpose of developing and implementing the yearly Plan of Work in accordance with the operational guidelines developed by the United States Department of Agriculture (USDA) Cooperative State Research, Education, and Extension Service (CSREES) and the land-grant university system (ESCOP and ECOP). The list of members who have been selected to serve on the region's AC and TC are included in the proposal dated April 18, 2008, and are incorporated in this agreement by reference.
2. Utilize the AC to formulate the overall policy regarding research and education on sustainable farming systems and for the establishment of goals, priorities and criteria for the evaluation of projects within the region. Other responsibilities include: Establish review procedures for the evaluation of project proposals and preproposals (if used); appoint the TC and identify other reviewers as needed; review and act on recommendations of the TC; prepare the annual Plan of Work which recommends the projects to be funded and the amount for each; promote sustainable agriculture programs at the regional level; prepare and make available an annual report concerning projects funded, together with an evaluation of the project activity; and prepare any materials necessary to meet the reporting requirements set forth by the U.S. Congress.
3. Identify and assess the specific needs of farmers through the AC and TC. The list of members of the AC and TCs and the criteria used to appoint them are included in the proposal and incorporated in this agreement by reference. Their responsibilities include: The evaluation of proposals from the various applicants within the region; following the procedures and criteria established or approved by the AC in evaluating projects for the region's Plan of Work; presenting the

findings of their evaluation of proposed projects to the AC; and the preparation of any materials necessary to meet the reporting requirements set forth by the U.S. Congress.

4. Continue to pursue the input of public and private organizations in the region having an active interest in sustainable agricultural farming systems or methods, and see that these organizations have an opportunity to participate in the planning and operation of the region's Plan of Work.
5. Disburse funds to the various public and private organizations, including farmers, whose projects are an integral part of the region's Plan of Work. Such funds are to reimburse the various direct costs incurred by the participants in performing the research and education projects.
6. Provide CSREES-USDA with copies of materials developed as a result of this agreement and a final report within 90 days of the expiration of this agreement.
7. Impose no overhead or indirect cost rate. Any and all overhead will be considered the contribution of the University of Georgia Research Foundation, Inc.

B. The CSREES-USDA agrees to:

1. Assign sufficient staff from CSREES to work jointly with the Cooperator in the development and implementation of the annual Plan of Work.
2. Attend AC and TC meetings as necessary to ensure the Planes) of Work and progress reports are compatible with the intent of the U.S. Congress and USDA Policy.
3. Jointly establish specific criteria for the selection of projects submitted to the regional AC.
4. Reimburse the Cooperator for allowable, allocable, and reasonable costs as specified on the Agreement Face Sheet, Form CSREES-2009 and the approved award budget. **Tuition remission and indirect costs are unallowable.**

C. It is mutually agreed that:

1. This Agreement shall be deemed effective as of July 1, 2008, and shall remain in effect until June 30, 2013. This agreement will reach the five year time limitation for USDA awards on June 30, 2013.

No-cost extensions of time will not be permitted.

2. This Agreement may be terminated at any time by either party upon receipt of written notice 30 days in advance of the intended date of termination.
3. Funds must be drawn on an as-needed basis only. Should there be unobligated funds remaining at the conclusion of the project, such funds shall be refunded to the CSREES-USDA and any undrawn authorization under the Payment Management System shall be revoked.
4. Provisions of the approved proposal on which this Agreement is based that may not be explicitly stated herein are considered an integral part of this Agreement.
5. The provisions of Executive Order No. 11246 dated September 24, 1965, Sec. 202, para. (1) through (7) are made a part of this Agreement. As appearing throughout these paragraphs, the word "contract" shall be construed to mean "agreement" and the word "contractor" shall be construed to mean University of Georgia Research Foundation, Inc.
6. No member of or delegate to Congress shall be admitted to any share or part of this Agreement, or to any benefit that may arise there from; but this provision shall not be construed to extend to this Agreement if made with a corporation for its general benefit.
7. As a condition of this Cooperative Agreement, the recipient assures and certifies that it is in compliance with and will comply in the course of the Agreement with all applicable laws, regulations, Executive Orders, and other generally applicable requirements, including those set out in 7 CFR 3015.205(b), which hereby are incorporated in this Agreement by reference, and such other statutory provisions as are specifically set forth herein.
8. In accordance with 7 CFR 3018, the recipient (and any subtier recipient), is prohibited from making any payments from Federal funds for lobbying Congress or any Federal agency in connection with the award of a particular contract, cooperative agreement, grant, or loan. A certification must be executed before an award action is made which exceeds \$100,000.

If any lobbying activity from non-appropriated funds occurs and the application or award action exceeds \$100,000, then the recipient (and any subtier recipient if applicable) must disclose to whom payments were made, how much money was involved, and the type of work involved. Primary recipients are required to collect the disclosure forms from their subtier recipients and submit them to CSREES-USDA.

9. Pursuant to the provisions of 7 CFR 3017, Subpart E, Section 3017.510, the recipient agrees as a condition of this award that it shall not knowingly enter into

any lower-tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in a covered transaction, unless authorized by CSREES-USDA. A signed Form AD-1048 containing certification for each lower-tiered covered transaction should be maintained by the recipient with the other records relating to this project.

10. As a requirement of 7 CFR 3017, Subpart F, Section 3017.600, which implements the Drug-Free Workplace Act of 1988 (Public Law 100-690), the recipient must certify that will provide a drug-free workplace. Refer to Form AD-1049 for the specifics in assuring certification for a drug-free workplace.
11. Except as otherwise provided in the terms and conditions of this Agreement, the author or the recipient organization is free to copyright any books, publications, or other copyrightable material developed in the course of or under this Agreement, but the Federal sponsoring agency reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use, the work for Government purposes.
12. This award, and subawards at any tier under this award, shall be governed to the extent applicable by the provisions of 7 CFR Part 3015, "Uniform Federal Assistance Regulations," 7 CFR Part 3016, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," 7 CFR Part 3019, "Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals, and Non-Profit Organizations," 7 CFR Part 3052, "Audit of States, Local Governments and Non-profit Organizations," and the following administrative provisions in effect at the time of grant award:
 - (a) OMB Circular No. A-102 common rule, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments" (including Indian Tribal governments), as adopted by USDA in 7 CFR Part 3016.
 - (b) OMB Circular No. A-110, "Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals, and Non-Profit Organizations."

In addition to any other terms and conditions attached hereto, or stated herein, recipients of grant awards shall be bound by the Administrative Provisions established for particular programs.

**United States Department of Agriculture
Cooper. & State Research, Education, and Extens. Service
AWARD FACE SHEET**

1. Award No. 2008-38640-19017		Amendment No. 1		2. Proposal Number 2008-04740		3. Period of Performance 01/15/2008 through 07/14/2013		4. Type of Instrument Cooperative Agreement	
5. Type of Action Revision		6. CFDA Number 10.215		7. CAN		8. MO		9. Method of Payment DHHS Payment Management System	
10. CRIS Number 0213980									
10. Authority. 7 U.S.C. 4701-4710, Sections 1461-1471 of P.L. 99-198, CFDA #10.215, Sustainable Agriculture Research and Education Program									
10. Agency (Name and Address) Awards Management Branch Cooperative State Research, Education, and Extension Service/USDA Washington, DC 20250-2271					11. Awardee Organization University of Georgia Research Foundation, Inc Athens, GA 30602				
12. Program Point of Contact: Jill Auburn Telephone: 202-720-5384 jauburn@csrees.usda.gov					Administrative Point of Contact: Eugenia Spohrer Telephone: 202-401-5058 espohrer@csrees.usda.gov				
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						<u>FY - FDC</u>		<u>Amount</u>	
Previous Total		\$3,150,058.00		\$0.00		08- 823-38640		\$0.00	
+ or -		\$0.00		\$0.00					
Total		\$3,150,058.00		\$0.00					
Grand Total		\$3,150,058.00							
16. Title of Proposal Implement Plan of Work for the Southern Region Sustainable Agriculture Research & Education (SARE) Program									
PROVISIONS									
This Award incorporates the following:									
<ol style="list-style-type: none"> The referenced proposal, and any revisions thereof, incorporated by reference Cooperative Agreement Terms and Conditions Research Terms and Conditions (07/01/08) and CSREES Agency Specific Terms and Conditions (07/08) at http://www.nsf.gov/bfa/dias/policy/rtc/index.jsp, and Attachment A Revised. General Provisions, 7 CFR Part 3015, 7 CFR Part 3017, 7 CFR Part 3018, and 7 CFR Part 3019 - incorporated by reference (http://www.csrees.usda.gov/business/awards/fedregulations.html) The award budget as previously approved. CRIS Forms AD-416 and AD-417, incorporated by reference The obligation of funds may be terminated without further cause unless the recipient commences the timely drawdown of funds; initial drawdown must be made within the first year of the project. Please sign and date all copies of this form, retain one copy with attachment, and return the remaining two copies to USDA/CSREES, Awards Management Branch, Mail Stop 2271, Washington, DC 20024-2271. This award will reach the statutory time limitation on 07/14/2013, the end date of this project. The recipient is encouraged to complete the project as proposed and obligate all funds awarded by this date. No-cost extensions of time will not be possible. Provided such expenditures are a part of the approved award budget, pre-award expenditures are authorized from 04/01/2008 if such expenditures are not a part of the approved award budget, written approval must be obtained from CSREES. This Amendment corrects Provision No. 11 as stated on the form CSREES-2009 dated July 11, 2008. The pre-award authorization effective date is amended to read April 1, 2008. 									
FOR THE UNITED STATES DEPARTMENT OF AGRICULTURE									
This award, subject to the provisions above, shall constitute an obligation of funds on behalf of the Government. Such obligation may be terminated without further cause unless the recipient commences the timely drawdown of funds; such drawdowns may not exceed one year from issuance date of the award.									
Typed Name Adriene Woodin Authorized Departmental Officer				Signature AWOODIN				Date 08/08/2008	
FOR THE PERFORMING ORGANIZATION									
Signature of person authorized by the governing body of the performing organization to incur contractual obligations. Signature indicates acceptance when a cooperative agreement is cited in Type of Instrument (block 4) above.									
Typed Name and Title Christian Perry Assistant Grants Officer				Signature <i>Christian Perry</i>				Date 8/25/2008	

**United States Department of Agriculture
Cooperating State Research, Education, and Extension Service
AWARD FACE SHEET**

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14. Funding:	<u>Federal</u>	<u>Non-Federal</u>	15. Funds Chargeable			
			<u>FY - FDC</u>	<u>Amount</u>	<u>FY - FDC</u>	<u>Amount</u>
Previous Total	\$3,150,058.00	\$0.00	08- 823-38640	\$0.00		
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Grand Total	\$3,150,058.00					

16. Title of Proposal
Implement Plan of Work for the Southern Region Sustainable Agriculture Research & Education (SARE) Program

PROVISIONS

12. Except for the revisions noted on this document, all other terms and conditions remain unchanged; no additional funds are being provided at this time.

FOR THE UNITED STATES DEPARTMENT OF AGRICULTURE

This award, subject to the provisions above, shall constitute an obligation of funds on behalf of the Government. Such obligation may be terminated without further cause unless the recipient commences the timely drawdown of funds; such drawdowns may not exceed one year from issuance date of the award.

**Attachment A to the
CSREES Agency-Specific Research Terms and Conditions
Award No. 2008-38640-19017
Amendment No. 1**

University of Georgia Research Foundation, Inc.

This attachment modifies article 2. of the CSREES Agency-Specific Research Terms and Conditions regarding subcontract approval for this award under the Sustainable Agriculture and Education Program.

The recipient may subcontract for competitive projects under the Research Education Competitive Grant Program, the Sustainable Community Development Grant Program, the Producer Competitive Grant Program, the On-Farm Research Grants Program, the Model State Grants Program, and the Graduate Student Grant Program without prior written USDA Authorized Departmental Officer's (ADO's) authorization. A listing of all subcontracts awarded is required annually for this project. The listing should include the project number, the project director's name, institution, amount of the award, and the title of the project. The listing may be submitted either with the annual renewal proposal or separately to the ADO on the award anniversary date.

No more than 50 percent of the total award may be subcontracted to another party(ies) without prior written approval of the ADO. **Any subcontract awarded to a Federal Agency must have the prior written approval of the ADO.** Please note: The 50 percent threshold does not include the Research Education Competitive Grant Program, the Sustainable Community Development Grant Program, the Producer Competitive Grant Program, the On-Farm Research Grants Program, the Model State Grants Program, and the Graduate Student Grants Program. For purposes of this award, the 50 percent threshold amount is \$348,529.

To obtain authorization from the ADO, the Authorized Representative (AR) shall submit a justification for the proposed subcontractual arrangements, a statement of the work to be performed, and a detailed budget. Subcontractual arrangements that are disclosed in the proposal or modifications thereto, do not require additional post-award approval unless language in the award specifically states otherwise.



United States
Department of
Agriculture



Cooperative State
Research, Education,
and Extension Service

Washington, D.C.
20250-2295
Phone: 202-401-5050
Fax: 202-401-3237

AUG 08 2008

Ms. Debra Rucker
Department Manager Administrative
University of Georgia
CAES
213 Conner Hall
Athens, GA 30602 US

SUBJECT: CSREES Award No: 2008-38640-19017
Amendment No. 1

Dear Ms. Rucker:

Enclosed for your signature is Amendment No. 1 to the referenced award. We have corrected provision No. 11 to the form CSREES-2009 dated July 11, 2008 to include the pre-award approval date.

We have also enclosed a revised Attachment A to the CSREES-Agency Specific Research Terms and Conditions to include the Graduate Student Grant Program as a streamlined program, along with a copy of afore-mentioned terms and conditions.

CSREES has received and approved the overdue technical reports for the Project Director for award numbers 2001-47001-01119 and 2002-47001-01323. Therefore, grant funds in the amount of \$3,055,058 are released for expenditure. Please note that funds in the amount of \$95,000 remain withheld pending receipt and approval of statements of work containing the subcontracting organizations' Authorizing Representative signatures, budgets, and budget narratives for the Sustainable Ag Ph.D. Dissertation Award (\$15,000); Sustainable Ag Program Award (\$40,000); and, Risk Management Education/S-SARE Joint Grant (\$40,000).

If you have any questions concerning this action, please contact Eugenia Spohrer on (202) 401-5058.

Sincerely,

ADRIENE WOODIN
Authorized Departmental Officer
Awards Management Branch
Office of Extramural Programs

Enclosures
Form CSREES-2009
Revised Attachment A to the Terms and Conditions
CSREES Agency-Specific Research Terms and Conditions
Research Terms and Conditions

Attachment 3
Research Subaward Agreement

Subaward Number: RD309-101/4695398

Prime Recipient Contacts	Subrecipient Contacts
<p>Institution/Organization ("Prime Recipient")</p> <p>Name: UNIVERSITY OF GEORGIA Address: 621 BOYD GSRC ATHENS, GA 30602-7411</p>	<p>Institution/Organization ("Subrecipient")</p> <p>Name: UNIVERSITY OF FLORIDA Address: SUMTER COUNTY BOCC 910 N. MAIN STREET BUSHNELL, FL33513</p> <hr/> <p>EIN No.: <u>59-6000865</u> Reg. in CCR? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Institution Type: <u>County Government</u></p> <p>Performance Site Same Address as Above? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, complete Sect. B of Attachment 4A</p> <p>DUNS No.: <u>069673853</u> Congressional District: <u>5</u></p>
<p>Administrative Contact</p> <p>Name: MARYANN DEOM Address: UNIVERSITY OF GEORGIA OFFICE OF SPONSORED PROGRAMS 621 BOYD GSRC ATHENS, GA 30602-7411</p> <p>Tel: (706) 542-8808 Fax: (706) 542-5946 Email: mtd@uga.edu</p>	<p>Administrative Contact</p> <p>Name: SANDRA HOWELL Address: SUMTER COUNTY BOCC 910 N. MAIN STREET BUSHNELL, FL 33513</p> <p>Tel: (352) 793-0200 Fax: () - Email: tcash@ufl.edu</p>
<p>Principal Investigator</p> <p>Name: JEFFREY L JORDAN Address: AG & APPLIED ECON RSCH GEORGIA 0206 STUCKEY CONF CNTR 1109 EXPERIMENT ST GRIFFIN, GA 30223</p> <p>Tel: (770) 228-7231 Fax: Email: jjordan@uga.edu</p>	<p>Project Investigator</p> <p>Name: DR SUSAN KELLY Address: UF/IFAS SUMTER CO. EXTENSION 7620 SR 471 SUITE 2 BUSHNELL, FL 33513</p> <p>Tel: (352) 793-2728 Fax: (352) 793-6376 Email: sakelly@ufl.edu</p>
<p>Financial Contact SEND INVOICES TO:</p> <p>Name: GAIL PATTON Address: SARE Department Stuckey Bldg, Room #209 1109 Experiment Street Griffin, GA 30223-1797</p> <p>Tel: 770-467-6083 Fax: Email: gpatton@uga.edu</p>	<p>Financial Contact</p> <p>Name: Address:</p> <p>Tel: Fax: Email:</p>
<p>Authorized Official</p> <p>Name: MARYANN DEOM Address: UNIVERSITY OF GEORGIA OFFICE OF SPONSORED PROGRAMS 621 BOYD GSRC ATHENS, GA 30602-7411</p> <p>Tel: (706) 542-8808 Fax: (706) 542-5946 Email: mtd@uga.edu</p>	<p>Authorized Official</p> <p>Name: Address:</p> <p>Tel: Fax: Email:</p>

Attachment 4
Subaward Agreement

Reporting Requirements

- 1) New Project Report – Due upon request within 6 months of award.
- 2) New Project Profile – due 90 days after the project is awarded.
- 3) Annual Report – Due April 1st on an annual basis until the project end date.
- 4) Final Report – Due 90 days after the project end date.
- 5) Final Project Profile – Due 90 days after the project end date.
- 6) **ALL INVOICES MUST BE SENT DIRECTLY TO THE UNIVERSITY'S FINANCIAL CONTACT AS LISTED ON ATTACHMENT 3**

When filing a Financial Status Report, please use Form SF-269A located at the following website:

<http://www.whitehouse.gov/omb/grants/sf269a.pdf>

For additional information of SARE reporting requirements, please see the following website:

<http://www.southernshare.org>

U.S. DEPARTMENT OF AGRICULTURE

**Certification Regarding Debarment, Suspension, Ineligibility
and Voluntary Exclusion - Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Organization Name

PR/Award Number or Project Name

Name(s) and Title(s) of Authorized Representative(s)

Signature(s)

Date

Instructions for Certification

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- 7* A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Southern SARE/SRDC Online Proposal System

Sustainable Community Innovation Grants Proposal – CS09-072

Project Title

Project Title: Wildwood Growers' Market - Starting A Local Food System
Total Amount Budgeted: \$7,895
Initial Start Date: 10/04/2009
Submitted as Final Date: 10/05/2009

Principal Investigator

First Name: Susan
Last Name: Kelly
Institution Name: UF/IFAS Sumter County Extension
Address 1: 7620 SR 471 Suite 2
Address 2:
City: Bushnell
State, Mail Code: FLORIDA 33513
Telephone: 352-793-2728
Fax: 352-793-6376
Email: sakelly@ufl.edu

Institutional Administrative Contact

First Name: Sandra
Last Name: Howell
Institution Name: Sumter County BOCC
Address 1: 910 N. Main Street
Address 2:
City: Bushnell
State, Zip Code: FLORIDA 33513
Telephone: 352-793-0200
Fax:

Institutional Information:

Institution Name

Sumter County BOCC (\$7,895)

Project Abstract

Sumter County, Florida is home to an old agricultural community as well as a new, large development for active adults. As large farms and ranches have made way for development, there has been an increase in people interested in small or part time farming.

The Sumter County Extension office has been developing a network of these new farmers, called the Square One Farm Network. Participants have attended a series of classes including vegetable production, business planning, marketing and growing for a farmers' market. Through a comparative analysis of the Sumter county communities, Wildwood was selected as an ideal location for a weekly growers' market.

The local food system has not been developed yet in Sumter County, beyond a few grocery stores and restaurants. There is no access to local food in the community, other than one small roadside farm market. This market will not only provide economic opportunity for local farmers, it will promote a sustainable community through a reduction in environmental impact in the food distribution and also through connecting various social groups.

The City of Wildwood and the University of Florida/IFAS Sumter County Extension have formed a partnership to produce a growers' market in Wildwood. Officials with the city were very interested in producing a community event that brings together the residents of Wildwood, which are comprised of two very different socioeconomic groups. A large retirement community being built on the boundaries of Wildwood also influences this decision, as more than 90,000 new Florida residents are located within 5 miles of the market.

In Florida, most farmers' markets do not have rules that require produce vendors to be actual farmers as this one does. Through the development of this market, beginning farmers have an outlet for their produce; local residents from the low income neighborhood to the upscale retirement community will have much needed access to local food and a new understanding of the agricultural industry. Community members will have a place to gather, to entertain, and to raise money for charitable organizations.

The funds requested in this proposal will provide the mechanism to connect the local growers with the community through this weekly community event. Low income residents will have access to fresh food through a market EBT machine. Funds will also be used to promote this unique market to the surrounding community. The additional support is needed for the first two years of this developing market, which will be self-sustaining in the third year.

Project Duration & Timetable

Project Duration: 2 years

Project Timetable:

Work began in August 2008 to form a network of beginning small farmers in need of direct marketing opportunities. This network, called the Square One Farm Network, has developed through vegetable production, business and direct marketing classes at the Sumter County Extension Service.

At the same time a comparative analysis of potential farm market locations was conducted. Consumer requests combined with the wishes of the Wildwood City leaders led to the development of the Wildwood Growers' Market, with final approval in August 2009.

The Wildwood Growers' Market is a weekly, seasonal market that will begin on October 24, 2009. A market board was formed in August 2009 and they developed market philosophy, market guidelines and a vendor application. A part time market manager will be hired by the first week of October 2009. Press releases and announcements began in September 2009, as well as vendor recruitment.

Partners will evaluate the success of the market at the end of the first season, April 2010. Additional support is needed during the first two seasons while the market is becoming established in the community.

Metropolitan Status of the County Being Targeted by Your Project

Microropolitan County

Purpose, Rationale, and Justification

The purpose of this project is to: 1) provide access to locally grown food for members of the Sumter County community and to 2) provide a direct marketing venue and economic development for local small and beginning farmers and to 3) develop a weekly event that will bring together many different parts of the community promoting understanding and community development. The Wildwood Growers' Market is the first step in developing a vital community food system, providing locally grown food to citizens.

As large farms and ranches disappear making way for a large retirement development, this market is an important part of keeping small and beginning farmers in agriculture. Even though there are many farmers' markets starting up in Florida, very few of them require that the produce being sold is produced by the seller. Most markets are more like flea markets and the produce is purchased at wholesale markets and resold to the market shoppers. The partners in this market, as well as the newly formed Market Board, feel strongly that the Wildwood Growers' Market should be a authentic producers' market, selling homegrown and homemade goods. There is a very strong commitment to putting a face on agriculture, letting local citizens talk to the farmers about how their food is grown, and what they go through as farmers. People who have lived in Sumter County a long time often remark, "there is no more agriculture in Sumter County" because many of the large farms have been sold to developers. This market will help people to understand that agriculture is still a viable industry. According to the 2007 Agricultural Census conducted by USDA more than 800 people are involved in agriculture in the county.

Most of the producers supplying the market have been attending the University of Florida Square One Farm Network series of classes on production, business and marketing. Having a place to sell their products is an important economic asset to these farmers, many of which are farming part time. In addition, home gardeners who have been also attending classes or who already have gardens, are encouraged to participate in this market. They will be able to place their excess produce on the home gardener tables for a very small fee. The partners hope that this will also

encourage more local citizens to begin gardening and may produce extra income for them.

Sumter County has a population with a wide variety of backgrounds and interests. 35,000 people reside in Sumter County outside of the retirement community. They live in rural areas and small towns that have not changed a great deal in many years. An additional 55,000 people live in a retirement community in Sumter County called The Villages. That community spans three central Florida counties and has more than 90,000 residents and continues to grow. The Villages has been providing housing for new Florida residents for only five years, and this development has greatly changed the county. There is a need for the residents of original Sumter County and these new residents to have opportunities to interact with one another. Currently, residents of The Villages do not have to leave their development and this is by design. They have huge numbers of clubs, recreational activities and thirty golf courses. The one thing they do not have is a farmers' market and access to locally grown food. Some resentment exists between the new and old residents of Sumter County because of the changes that have occurred in such a short period of time. This market is seeking to bring these two groups of people together by inviting each to provide entertainment groups, booth space for charitable organizations, and a place to gather together every Saturday.

Wildwood is a city divided as well, as much of the large (32%) minority population is located in a very poor neighborhood with railroad tracks running between the two segments of the population. The City of Wildwood officials especially wanted to sponsor a community event that would reach to this population. This proposal will allow the market to purchase an EBT machine which will allow low income residents from both sides of town to purchase fresh produce with their SNAP cards. Members of the minority community are on the Wildwood Growers' Market board as well, as organizers seek to have more involvement from that part of the community. This market will provide opportunities for churches, charitable organizations and individuals to earn funds through food sales, home garden sales or homemade art and crafts.

Funding of this grant will help this market be accessible to all populations and will provide funding to promote and sustain the weekly event. This will be the only place in Sumter County near the large population base can access local food and interact with farmers.

Project Relevance to Sustainable Development

This market was designed by the sponsors to promote sustainability in agriculture and in the rural setting of Sumter County.

Small, local farmers are the targeted vendors at the Wildwood Growers' Market. By only allowing produce from a 100 mile radius of Sumter County, this reduces the carbon impact of transporting food. Small farms have less environmental impact than large farms, and most of those participating in the market use a limited pesticide in their food production. Not only does this market contribute to sustainability through less impact on the environment, the economic benefits to farmers will make their businesses sustainable.

By requiring that the farmers be present at the market while selling produce, this promotes a greater understanding of agriculture and the people who produce our food. When citizens have a greater understanding of local agriculture, this greatly contributes to the attitudes of those who

are involved in planning and maintaining a balance of agriculture, industry and residential development. This enhances the sustainability of the agricultural industry.

Rural citizens are encouraged to sell handmade and homemade items at the market, improving their economic stability. Home gardeners can also sell excess produce raised in their gardens for a very low fee, allowing them to offset the cost of raising fresh foods for their family. This economic opportunity will help sustain those in our rural community and those who may be in need of additional income.

By bringing together the diverse group of people in Sumter County in a social setting, there will be a development of greater understanding and empathy for other people in the county. This develops a new sense of community in what is currently a very divided county. Other than this market, there is no other venue where all of the social groups will be interacting with one another. The retirement community activities are closed to those who live outside the walls of the development. The organizations in the older part of the county do not reach out to the new residents who have come in the past five years. This community development element of the market will truly have a healing affect on this rural community.

Finally, charitable organizations, schools, churches and non-profit organizations are encouraged to have a presence at the Wildwood Growers' Market. By encouraging these groups to hold fundraisers and sell food and other items, this promotes sustainability among the organizations that are the backbone of the rural community. As these groups are strengthened this benefits those who need help and services the most, building the capacity of the community to be self reliant.

Objectives

- 1) Small farmers and beginning farmers will be identified and given assistance in developing their business through the partnership of UF/IFAS Sumter County Extension and the Wildwood Growers' Market.
- 2) Farmers will have an opportunity to sell produce to many customers through the marketing efforts of the Wildwood Growers' Market, greatly enhancing their farm viability.
- 3) Food stamp recipients will be able to purchase fresh, locally grown produce using their government-provided SNAP cards at the Wildwood Growers' Market.
- 4) Two community charitable organizations each week will be able to profit from food and drink sales at the Wildwood Growers' Market.
- 5) Citizens will be able to benefit economically from selling their homemade or homegrown items, creating new small businesses.

Approach and Methods

- 1) The UF/IFAS Sumter County Extension faculty will teach beginning farmers through the Square One Farm Network series of classes. These classes will promote profitability and small

farm viability, greatly enhancing the probability that these small businesses will succeed.

2) The City of Wildwood, Sumter County Extension and the Market Board will work together with the market manager in promoting the market. Themes, special events and entertainment will be used to encourage new citizens to attend and to spend more time at the market visiting the vendors. Advertising, flyers, banners, signs, news articles and radio announcements are some of the methods being used for promotion. The Wildwood High School Graphic Arts Department has been hired to produce the signs, flyers and banners.

3) An EBT machine will be purchased and placed at a central location at the market for use by food stamp recipients. Information about this service will be distributed to the low income community through local churches, the health department and the senior services organizations.

4) The market board and market manager will recruit charitable organizations to use the market as a fundraising and outreach opportunity. The market manager will be responsible for assigning these groups to a date and keeping the calendar for the market.

5) The market board and market manager will recruit citizens who wish to sell crafts, art and other homemade items at the weekly market. These citizens will be given opportunity to create a small business and profit from the production of unique handmade items.

Outreach Plan - Strategic Partnerships

The City of Wildwood and the UF/IFAS Sumter County Extension Service formed a partnership to develop and promote the Wildwood Growers' Market. Once this market was approved by the mayor and city council, a Market Board was formed to serve as an oversight committee. The members of this board include: the Mayor of Wildwood, the Sumter County Extension Director, a representative from The Villages, three Sumter County growers, two members of the Wildwood business community, two representatives of the low socio-economic portion of Wildwood. This board will provide direction to the market manager and will approve vendor applications and special activities.

This project will be a weekly outreach event to the community. Local charitable organizations, churches, schools, non-profit organizations, social service organizations will all be encouraged to have booths at the market and will not be charged fees to attend. They will be given opportunities to promote their organization and to make money through fundraisers.

Several community gardens will be working with the Wildwood Growers' Market to sell produce from their garden projects. Proceeds from the sale of their produce will be used to support the food banks and other local charitable causes.

The Sumter County Chamber of Commerce is a partner in providing an opportunity to share information about the market, and in advertising the market to citizens and visitors.

Other Sources of Project Support

The City of Wildwood is providing the following in-kind and monetary support for the Wildwood Growers' Market:

- 1) The market manager part time salary - approximately \$12,000 per year
- 2) Insurance for the market
- 3) Personnel to close the streets and set up parking signs each Saturday
- 4) Portable toilets
- 5) Staff time used in organizing vendors and providing information to citizens
- 6) Marketing materials purchased from Wildwood High School - \$340

UF/IFAS Sumter County Extension will provide the following:

- 1) Staff time for vendor recruitment
- 2) Press releases, articles, radio interviews to promote the market
- 3) Continued education and support for growers

Literature Cited

United States Department of Agriculture, National Agricultural Statistics Service, 2007
Agricultural Census, Sumter County

Budget – CS09-072

Budget Item Description	Funds Requested	
A. Salaries and Wages		
There are currently no items in this category.		
Total Salaries and Wages	\$0	
B. Fringe Benefits		
There are currently no items in this category.		
C. Total Salaries, Wages and Fringe Benefits (A + B)	\$0	
D. Equipment		
No items in this category		
E. Materials and Supplies		
Market Manager Supplies	500	
EBT Machine	895	
Sound System	2000	
F. Travel		
Market Manager Training	300	
G. Outreach		
Market Advertising	2000	
Market Brochure	700	
H. Miscellaneous		
EBT Monthly Fee 16 mos.	880	
Sign Printing	620	
I. Total Amount of This Request	\$7895	

Budget Justification

This is a budget for 2 market seasons:

Materials & Supplies –

The EBT machine will be used to create access to local food for food stamp recipients. One machine will serve the entire market through a token system.

Sound system is required for communication during the market, directing the participants to items of interest and supporting announcements and entertainment.

The market manager will develop a system of vendor sign-in, a token system for the EBT machine and will need other supplies for daily operation.

Travel - The Florida Assoc. of Community Markets offers training opportunities for market

CS09-072

MaryAnn Deom

From: Kelly, Susan Adelman [sakelly@UFL.EDU]
Sent: Friday, April 09, 2010 2:45 PM
To: 'Gail P. Patton'
Cc: MaryAnn Deom
Subject: RE: CS09-072 Grant -- Susan Kelly

An Electronic Debit/Credit machine that is used at the farmers market to process SNAP (food stamps), debit and credit purchases. It would be a rental of a machine and the service to use it each month. There would be one machine for all the vendors and a token system would be used to disburse the money to the vendors for the purchases.

I hope this helps - please let me know if you have any other questions!

Susan A. Kelly
County Extension Director
UF/IFAS Sumter County
7620 SR 471 Suite 2
Bushnell, Florida 33513
(352) 793-2728 ext. 236
(352) 793-6376 fax
sakelly@ufl.edu

-----Original Message-----
From: Gail P. Patton [mailto:gpatton@uga.edu]
Sent: Friday, April 09, 2010 2:27 PM
To: Kelly, Susan Adelman
Cc: MaryAnn Deom
Subject: CS09-072 Grant -- Susan Kelly
Importance: High

Hi Susan,

Please reply and let me know... What is an EBT machine?

Also, send a copy to Mrs. MaryAnn Deom her email address above.

Thanks,

Gail

cc: MaryAnn Deom

--
Gail P. Patton
Associate Accountant - SARE
The University of Georgia
1109 Experiment Street
Griffin, GA 30223

Phone: (770) 467-6083
Fax: (770) 412-4789 OR (770) 357-1771
gpatton@uga.edu

managers and the market manager will receive a mileage reimbursement. Mileage reimbursement for market manager to training offered by the Florida Assoc. of Community Farmers Markets. The schedule of training has not been announced to date but the market manager training sessions are usually within 200 miles. Could also be used to visit larger farmers markets in Florida. This allowance would allow reimbursement for up to 675 miles at .445 per mile. With this allowance the market manager could take 2-3 trips over the 2 year period.

Outreach - these funds will be used for newspaper advertisements and for developing a market brochure that will be placed in locations throughout the county.

Market Advertising - \$2000

The market has only been able to have press releases and articles in the newspapers. This would allow some display advertisements to be purchased in the Sumter County Times, The Villages Sun and the Daily Commercial. Quarter page display ads range from \$160-300 depending on the newspaper. A smaller advertisement may be purchased on a more frequent basis. This decision will be made by the market board.

Market Brochure - \$700

Brochures and flyers will be printed and delivered to areas of the county that need more advertising. They will be placed in storefronts, libraries, grocery stores, convenience stores. Cost of color printing is .09 per copy and 750 copies will be printed and distributed.

Miscellaneous – \$1500

Monthly fee will be accessed for the EBT machine use and the market will be open for 8 months each year for 2 years. \$55/mo for 16 mo = \$880

Custom printed permanent signs to be placed on the major roadways in the Wildwood area. This is really needed so we will buy as many signs as possible with the funding. We are waiting for DOT requirements to get exact cost per sign. Est. \$620.00

Proposal Applicant and Major Cooperators Experience and Roles

Susan A. Kelly, UF/IFAS Sumter County Extension Director has previous experience with a growers' market and is a Community Development Educator. She has more than 25 years experience in agricultural education and extension and has been the director in Sumter County for 4 years. Her role is to develop the growers, recruit the growers, assist them in marketing and production techniques and to serve on the Market Oversight Board.

Robert Smith, City Manager, City of Wildwood. Mr. Smith's role is to obtain funding from the city, employ the market manager and to report market activities to the Wildwood City Council. He serves as an ex-officio of the Market Oversight Board.

TRC Reviewer Comments:

Project Title: Wildwood Growers' Market - Starting A Local Food System

1. Explicit linkages between sustainable agriculture and community development that mutually benefit both are well demonstrated.

Score: 10

Comments: *(No comments were made on this question)*

2. Partnerships are evident among relevant stakeholders such as farmers, ranchers, researchers, community organizations, environmentalists, agricultural and community development professionals, entrepreneurs, governmental and non-governmental organizations.

Score: 15

Comments: *(No comments were made on this question)*

3. The expected contributions of individuals and institutions involved in these partnerships are consistent with project objectives. The investigators are qualified to conduct the proposed project. The roles of the investigators and participants are adequately described and appropriate.

Score: 8

Comments: *(No comments were made on this question)*

4. The project enhances the ability of farmers, ranchers, and communities to accomplish one or all of the following; increase knowledge, build capacity and make connections among on- and off-farm sustainable agriculture activities, economic and community development, civic engagement, local government policy and/or steward the area's ecosystems.

Score: 9

Comments: *(No comments were made on this question)*

5. There are clear objectives and an appropriate time table to accomplish the objectives.

Score: 8

Comments: *(No comments were made on this question)*

6. The methods of project design are appropriate for meeting the objectives.

Score: 8

Comments:

(No comments were made on this question)

7. A clear dissemination and outreach plan is included to distribute project results that can be used by other communities.

Score: 8

Comments: *(No comments were made on this question)*

8. The proposed project provides a cost-effective budget relative to human and other resources proposed.

Score: 9

Comments: *(No comments were made on this question)*

General Comments

(No general comments were made)

1. Explicit linkages between sustainable agriculture and community development that mutually benefit both are well demonstrated.

Score: 20

Comments: *(No comments were made on this question)*

2. Partnerships are evident among relevant stakeholders such as farmers, ranchers, researchers, community organizations, environmentalists, agricultural and community development professionals, entrepreneurs, governmental and non-governmental organizations.

Score: 20

Comments: *City of Wildwood University of Florida/IFAS Sumter County Extension Wildwood High School Graphic Arts Department has been hired to produce the signs, flyers and banners Non-profit organizations will be given fundraiser opportunities at market*

3. The expected contributions of individuals and institutions involved in these partnerships are consistent with project objectives. The investigators are qualified to conduct the proposed project. The roles of the investigators and participants are adequately described and appropriate.

Score: 10

Comments: *Members of board include: Mayor of Wildwood, Sumter County Extension Director, a representative from The Villages, three Sumter County growers, two members of the Wildwood business community, two representatives of the low socio-economic portion of Wildwood.*

4. The project enhances the ability of farmers, ranchers, and communities to accomplish one or all of the following; increase knowledge, build capacity and make connections among on- and off-farm sustainable agriculture activities, economic and community development, civic engagement, local government policy and/or steward the area's ecosystems.

Score: 10

Comments: *Prior market board established Education via established Square One Farm Network program*

5. There are clear objectives and an appropriate time table to accomplish the objectives.

Score: 8

Comments: *1) Small farmers and beginning farmers will be identified and given assistance in developing their business through the partnership of UF/IFAS Sumter County Extension and the Wildwood Growers' Market. 2) Farmers will have an opportunity to sell produce to many customers through the marketing efforts of the Wildwood Growers' Market, greatly enhancing their farm viability. 3) Food stamp recipients will be able to purchase fresh, locally grown produce using their government-provided SNAP cards at the Wildwood Growers' Market. 4) Two community charitable organizations each week will be able to profit from food and drink sales at the Wildwood Growers' Market. 5) Citizens will be able to benefit economically from selling their homemade or homegrown items, creating new small businesses.*

6. The methods of project design are appropriate for meeting the objectives.

Score: 8

Comments: *No comments were made on this question)*

7. A clear dissemination and outreach plan is included to distribute project results that can be used by other communities.

Score: 8

Comments: *(No comments were made on this question)*

8. The proposed project provides a cost-effective budget relative to human and other resources proposed.

Score: 10

Comments: *In-kind salaries provided Materials and supplies requested*

General Comments

Well written project with a lot of community commitment for success.