



State of Wisconsin
Governor Scott Walker

Department of Agriculture, Trade and Consumer Protection
Ben Brancel, Secretary

2010-11 Organic Certification Cost Share Program Guidelines

Organic farms and companies that sell, process, or package organic agricultural products are eligible to receive 75% of certification-related costs incurred (see #2), with a maximum of \$750 per operation if they meet the following criteria:

- They received initial or continuation/renewal of certification to USDA National Organic Program (NOP) standards between October 1, 2010 and September 30, 2011, and
- The certified operation is located in Wisconsin.

Funding for this program is provided by and contingent upon funds provided by cooperative agreement #12-25-A-5345 between the USDA Agricultural Marketing Service and the WI Department of Agriculture, Trade, and Consumer Protection. (DATCP).

Frequently Asked Questions

1. To qualify, does my certified farm or handling operation have to be located in Wisconsin?

Answer: Yes

2. What kind of costs will the program reimburse?

Answer: Application, certification, inspection, administrative fees, user fees (from milk checks, too), and certifier-required testing (like water tests). Late fees and penalties are not eligible.

3. How do I apply?

Answer: You must submit four items:

- *Completed application form;*
- *A copy of a certificate or letter from your certifier proving that you received initial or continuation/renewal of certification between 10/1/10 and 9/30/11;*
- *Copies of itemized, paid invoice(s) from your certifier documenting certification-related costs incurred and paid between 10/1/10 and 9/30/11 that you want us to use in computing your claim. Cancelled checks are not an acceptable form of documentation. Incomplete applications cannot be processed.*
- *A W-9 form, an official form needed by all state agencies when providing payments to citizens or businesses, unless you have a current W-9 on file already.*

4. Where can I find application materials?

Answer:

- *Application materials will be posted on the DATCP website: <http://datcp.wi.gov/> (keyword 'organic agriculture').*
- *Applications will be mailed to all organic farms and processors in Wisconsin.*
- *For a mailed copy, contact Laura Paine at 608-224-5120 or laura.paine@wi.gov.*

5. How does DATCP determine my eligibility?

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Answer: We review the documents you submit and verify current certification and invoices with your certifier.

6. How much am I eligible for?

Answer: Payment will be for 75% of your certification costs up to a maximum of \$750.

- *Payment depends upon the total organic certification costs you incurred between October 1, 2010 and September 30, 2011.*
- *If you maintain certification in more than one category such as crop, livestock or handler, and incurred costs for each, you may be eligible for up to a \$750 reimbursement for each category.*
- *Costs incurred on or after October 1, 2011 may be reimbursed through a subsequent program, if funding is available.*

7. Can I participate if I received a payment in a previous year?

Answer: Yes.

8. Does certification from any certifying agency count?

Answer: You must have received National Organic Program (NOP) organic certification from a USDA-accredited certifying agency. If you have questions about the accreditation status of your certifier, call your certifier or check with the NOP www.ams.usda.gov/nop

9. When is the application due?

Answer: The due date for 2011 applications is October 31, 2011. It will be a postmark date. If postmark is illegible, we will consider the application to have been postmarked one day prior to receipt. Late applications may be denied due to lack of availability of funds.

10. What about my privacy?

Answer: Under state law, we must provide demographic information, like your name and address, if asked. We do not release social security numbers or individual payment amounts.

11. Where do I send the application?

Answer: Mail paper applications and materials to:

Laura Paine

DATCP-DAD

PO Box 8911

Madison, WI 53708

Faxed or emailed applications are not accepted.

12. I have more questions, who can I contact?

*Answer: Laura Paine, Grazing and Organic Agriculture Specialist
608-224-5120 or laura.paine@wi.gov*