



Dear GAP/GHP Audit Participant:

This letter is to notify you of the Pennsylvania Department of Agriculture's GAP/GHP Cost-Share Program for the 2016 calendar year. Qualified applicants may receive up to a maximum of \$400 per year to cover the costs of *one* successful USDA Good Agricultural Practices (GAP), USDA Good Handling Practices (GHP), or USDA Mushroom-specific GAP (MGAP) audit. Participation in the USDA GAP, GHP and MGAP audit programs is voluntary. The cost share program is designed to help defray some of the expenses related to a successful audit.

A business/individual is eligible to apply for reimbursement as soon as their USDA GAP GHP or MGAP audit has been approved. Applicants must fully complete the necessary application and be able to show verification of audit approval. Qualified applicants may only receive funding for one successful audit per calendar year. To qualify for reimbursement for 2016, applicants must have successfully completed an approved USDA audit on or between January 1, 2016 and December 31, 2016. Reimbursements will not be given for costs associated with a failed audit.

Applications are accepted and approved on a first-come, first-serve basis. Reimbursements will cover all costs associated with *one* successful USDA GAP, GHP or MGAP audit, up to a maximum of \$400. Costs exceeding \$400 are not eligible for reimbursement.

The Pennsylvania Department of Agriculture recommends that potential applicants apply for this funding as soon as their audit is approved and payment is verified. Preference will be given to complete applications received with the earliest approval date. The final deadline for receiving applications for the 2016 cost-share program is January 31, 2017.

If you have questions regarding this cost-share program, please do not hesitate to contact the department's representative for this program, Kyle Heffner, at 717-836-3973 or kyheffner@pa.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Hannah Smith-Brubaker", with a long horizontal flourish extending to the right.

Hannah Smith-Brubaker
Deputy Secretary