



August, 2016

Dear USDA Certified Organic Operation:

This letter is to notify you of the USDA Cost-Share Program for the 2015-16 cost-share year. USDA certified organic operations that are certified, or receiving continuation of certification, during the period October 1, 2015 through September 30, 2016 by a USDA- accredited certifier, may apply for cost-share reimbursement.

Qualified applicants may receive 75% of eligible fees paid, up to a maximum of \$750, for each eligible scope of certification that occurs on or between the above-mentioned dates.

A copy of your certificate or renewal certificate is no longer required for the cost share application, but please be certain to enter your certificate number on the provided application. Also, please provide invoices and proof of payment with your completed application or arrange for your certifier to supply that information to the PA Department of Agriculture. This information is necessary to verify costs and process your application for reimbursement.

All completed applications must be postmarked to the Department by close of business on **November 18, 2016**. We know farmers are busy. So, in order to avoid having to request a replacement for a misplaced application, the Department highly recommends completing your application right away. Please return your completed application to:

Pennsylvania Department of Agriculture
Attn: Kyle Heffner
2301 North Cameron Street
Harrisburg, PA 17110

If you have questions, please contact Kyle Heffner at kyheffner@pa.gov or (717) 836-3973.

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