



August 1, 2018

Dear USDA Certified Organic Operation:

This letter is to notify you of the USDA Cost-Share Program for the 2017-2018 cost-share year. USDA certified organic operations that are certified or receiving continuation of certification during the period October 1, 2017, through September 30, 2018, by a USDA-accredited certifier, may apply for cost-share reimbursement.

Qualified applicants may receive 75 percent 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 Pennsylvania 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 16, 2018**. The Department highly recommends completing your application as soon as possible.

Applications also may be completed online at [www.pagrows.com](http://www.pagrows.com) and submitted via email. Please note, you will also need to submit your proof of payment, which can be done electronically as well, by emailing it to Kyle Heffner at [kyheffner@pa.gov](mailto:kyheffner@pa.gov).

If submitting your completed application via mail, please send 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](mailto:kyheffner@pa.gov) or by phone at (717) 836-3973.

Sincerely,

Cheryl L. Cook  
Deputy Secretary