OMB 0581-0169

 Expiration July 31, 2022

# **Community Supported Agriculture**

## ***Section 1: Qualifying Questions for the Directory***

For the purposes of this Directory, a **community-supported agriculture (CSA) enterprise** is defined as a farm or network/association of multiple farms that offer customers regular (usually weekly) deliveries of locally-grown farm products during one or more harvest season(s) on a subscription or membership basis. Customers have access to a selected share or range of farm products offered by a single farm or group of farmers based on partial or total advance payment of a subscription or membership fee.

 **1. Does this enterprise qualify as a CSA enterprise as defined above?**

 (\_) Yes

 (\_) No, this enterprise does not qualify as a CSA enterprise

 **2. Does your CSA operate in [current year]?**

 (\_) Yes

 (\_) No

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0581-0169. The time required to complete this information collection is estimated to average 8 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

## ***Section 2: Business Name***

**CSA name appears in the USDA CSA Enterprise Directory**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## ***Section 3: Business Profile***

Information listed in this section is for internal purposes only and will NOT be published in the USDA Local Food Directory. This information will be kept confidential.

 **1. What is your primary relationship with this CSA enterprise?**

 (\_) CSA manager/owner

 (\_) Contact person/public liaison for this CSA enterprise

 (\_) Head of CSA enterprise association

 (\_) CSA enterprise employee

 (\_) CSA shareholder

 (\_) Other

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

All information you provide from this point forward will be published in the USDA Local Food Directory.

 **2. Address of the headquarters of this CSA enterprise**

 [\_] Check if the same as the contact person's mailing address

State

See Appendix A

City

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street name and number or P.O. Box number

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 5-digit ZIP Code

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **3. Contact information for this CSA enterprise**

 [\_] Check if the same as the contact person's information

 Manager’s name

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Email

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Phone

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **4. Media channels**

 To ensure accuracy, please copy the full address from the appropriate website/social media site.

 Website

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Facebook

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Twitter

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Instagram

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Snapchat

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Pinterest

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Blog

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Other 1

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Other 2

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **5. How many individual farms (including your/family farm) will supply products to your CSA enterprise in [current year]?**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **6. How long has this CSA enterprise been in continuous operation?**

 (\_) This is the first year

 (\_) 2 - 3 years

 (\_) 4 - 5 years

 (\_) 6 - 10 years

 (\_) 11 - 15 years

 (\_) 16 - 20 years

 (\_) 21 years or longer

 (\_) Do not know

 **7. Introduce your business**

 This will be a part of the promotional message about your CSA that will appear in the directory.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## ***Section 4: Operation Schedule***

1. **During which months will your CSA enterprise have products available to its customer members in [current year]?**

 [\_] Year round

 [\_] January

 [\_] February

 [\_] March

 [\_] April

 [\_] May

 [\_] June

 [\_] July

 [\_] August

 [\_] September

 [\_] October

 [\_] November

 [\_] December

 [\_] Not sure yet

1. **Which farm products and other items will be included in member shares or available for purchase from your CSA enterprise in [current year]?**

[\_] Fresh fruits

 **Types of fresh fruits**

[\_] Apples

 [\_] Apricots

 [\_] Avocados

 [\_] Blackberries, raspberries

 [\_] Blueberries

 [\_] Cantaloupes

 [\_] Cherries (sweet, tart, etc.)

 [\_] Cranberries

 [\_] Currants

 [\_] Dates

 [\_] Figs

 [\_] Gooseberries

 [\_] Grapefruit (red, white, etc.)

 [\_] Grapes (black, green, red, etc.)

 [\_] Honeydew melons

 [\_] Kiwi

 [\_] Lemons, limes

 [\_] Mangos, papayas, pineapples and other tropical fruit

 [\_] Nectarines

 [\_] Oranges, clementine, mandarins, tangerines, tangelos

 [\_] Peaches (yellow, white, etc.)

 [\_] Pears

 [\_] Persimmons

 [\_] Plums (black, green, red, etc.)

 [\_] Strawberries

 [\_] Watermelons

 [\_] Other fruits

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[\_] Fresh vegetables

 **Types of fresh vegetables**

[\_] Alfalfa sprouts

 [\_] Artichoke

 [\_] Arugula

 [\_] Asparagus

 [\_] Beans (string)

 [\_] Beans, other (lima, etc.)

 [\_] Beets

 [\_] Bok Choy

 [\_] Broccoli

 [\_] Broccoli rabe

 [\_] Broccolini/baby broccoli

 [\_] Brussels sprouts

 [\_] Cabbage

 [\_] Carrots

 [\_] Cauliflower

 [\_] Celery

 [\_] Collard Greens

 [\_] Corn (sweet)

 [\_] Cucumbers

 [\_] Eggplant (Italian, Japanese, etc.)

 [\_] Endives

 [\_] Garlic

 [\_] Green beans

 [\_] Green onions/scallions

 [\_] Kale

 [\_] Kohlrabi

 [\_] Leeks

 [\_] Lettuce (head, leaf, etc.)

 [\_] Mache/lambâ™s lettuce

 [\_] Mixed leafy greens

 [\_] Mizuna

 [\_] Mustard Greens

 [\_] Okra

 [\_] Onions (pearl, red, white, etc.)

 [\_] Parsnips

 [\_] Peanuts

 [\_] Peas

 [\_] Peppers, hot

 [\_] Peppers, sweet

 [\_] Potatoes (new, red, russet, etc.)

 [\_] Pumpkin

 [\_] Radicchio

 [\_] Radishes

 [\_] Rhubarb

 [\_] Rutabaga

 [\_] Shallots

 [\_] Soybeans

 [\_] Spinach: baby, regular

 [\_] Squash, summer: zucchini, etc.

 [\_] Squash, winter: butternut, etc.

 [\_] Sweet potatoes

 [\_] Swiss chard

 [\_] Tomatillo

 [\_] Tomatoes (cherry, grape, etc.)

 [\_] Tomatoes (plum, round, etc.)

 [\_] Turnip greens

 [\_] Turnips

 [\_] Other fresh vegetables

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[\_] Baked goods: breads, pies, etc.

[\_] Canned or preserved fruits/vegetables: jams, jellies, preserves, salsas, pickles, dried fruit, etc.

[\_] Coffee and/or tea

[\_] Cut flowers

[\_] Dairy products: milk, cheese, etc.

[\_] Dry beans

[\_] Eggs

[\_] Fish and/or seafood

 **Types of fish and seafood**

[\_] Crab

 [\_] Lobster

 [\_] Mussels

 [\_] Oysters

 [\_] Salmon

 [\_] Shrimp/prawns

 [\_] Trout

 [\_] Tuna

 [\_] Other fish/seafood

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[\_] Fresh and/or dried herbs

[\_] Grains and/or flour

[\_] Honey

[\_] Juices and/or non-alcoholic ciders

[\_] Maple syrup and/or maple products

[\_] Mushrooms

[\_] Nuts

[\_] Pet food

[\_] Poultry/fowl meat and products

**Types of poultry/fowl**

[\_] Chicken

 [\_] Cornish game hens

 [\_] Duck

 [\_] Goose

 [\_] Ostrich

 [\_] Pheasant

 [\_] Quail

 [\_] Squab (Pigeon)

 [\_] Turkey

 [\_] Other poultry/fowl

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 [\_] Red and other non-poultry meat and products

 **Types of red and non-poultry meat**

[\_] Beef/veal (cold cuts)

 [\_] Beef/veal (ground)

 [\_] Beef/veal (sausage)

 [\_] Beef/veal (steaks, roasts)

 [\_] Bison (ground)

 [\_] Bison (steaks, roasts)

 [\_] Elk

 [\_] Goat

 [\_] Lamb (chops, roasts)

 [\_] Lamb (ground)

 [\_] Lamb (sausage)

 [\_] Pork (bacon)

 [\_] Pork (chops, roasts)

 [\_] Pork (cold cuts)

 [\_] Pork (ham)

 [\_] Pork (sausage)

 [\_] Rabbit

 [\_] Venison

 [\_] Other meat items

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[\_] Soap and/or body care products

[\_] Tofu and/or non-animal protein

[\_] Wild harvested forest products: mushrooms, medicinal herbs, edible fruits and nuts, etc.

[\_] Wine, spirits, beer, hard cider

[\_] Other produces/products

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Does your CSA enterprise offer products certified as "organic" by the USDA?**

(\_) Yes

 (\_) No

 (\_) I don't know

1. **Which types of production method or practice claims will your CSA enterprise use to market and promote its food (including product packages and labels) in [current year]?**

Only check those production methods and practice claims that are used to market/promote foods for the CSA portion of your business, not your farm enterprise(s) as a whole.

 [\_] No pesticides

 [\_] No antibiotics

 [\_] No hormones

 [\_] Fair Labor practices

 [\_] Humane treatment of animals

 [\_] Pasture-raised/free range animals

 [\_] Certified Naturally Grown

 [\_] Non-Certified, but Practicing Organic

 [\_] Other farming practices

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 [\_] No farming practices

1. **In total, how many CSA shares/subscriptions does your CSA enterprise have in [current year]?**

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **List the types of subscription/membership choices your CSA enterprise is offering in [current year].**

[\_] Full shares

 [\_] Half shares

 [\_] Other

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **How are the product items in your CSA share box selected?**

[\_] CSA decides product assortment of shares/delivery boxes based entirely on supply availability; customer does not influence product selection

 [\_] CSA offers separate subscription options for specific product categories (e.g., vegetables, meat, eggs,) that customers select at the beginning of the delivery season

 [\_] CSA customers order specific items from a list of available farm products in advance of each delivery

 [\_] Other

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **When do your CSA’s shares first become available for purchase in [current year]?**

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1. **What types of payment will be accepted by your CSA enterprise in [current year]?**

[\_] Barter

 [\_] Cash

 [\_] Checks

 [\_] Debit/Credit cards

 [\_] Online payments ( e.g., PayPal, Amazon payments, Dwolla, WePay, etc.)

 [\_] SNAP benefits (Bridge cards/EBT)

 [\_] Other

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Which types of payment options does your CSA enterprise offer to its subscribers/members?**

[\_] One advance payment prior to the beginning of the delivery season

 [\_] Payments in installments over the course of each delivery season

 [\_] Reduced subscription/membership fees in exchange for labor

 [\_] Reduced subscription/membership fees based on household income

 [\_] Other

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **In [current year], how will your CSA enterprise deliver products to its subscribers/members?**

[\_] Deliver directly to subscribers/members’ homes (by truck or express mail)

 [\_] Deliver to subscribers/members’ workplaces

 [\_] Subscribers/members pick up merchandise from CSA farm(s)

 [\_] Deliver to one or more neighborhood sites that are located close to subscribers/members

State

See Appendix A

City

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Location Description

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Drop off date for this location**

 (\_) Select a date

 (\_) Mon

 (\_) Tue

 (\_) Wed

 (\_) Thu

 (\_) Fri

 (\_) Sat

 (\_) Sun

 **Drop off Time (e.g., 3pm to 5pm)**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Dropoff State**

State

See Appendix A

City

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location Description

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Drop off Date**

 (\_) 1 [Mon]

 (\_) 2 [Tue]

 (\_) 3 [Wed]

 (\_) 4 [Thu]

 (\_) 5 [Fri]

 (\_) 6 [Sat]

 (\_) 7 [Sun]

 **Drop off Time (e.g., 3pm to 5pm)**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## ***Section 5: Remove Business from this Listing***

**1. Why do you want to delete?**

(\_) This CSA is closed (or temporarily suspended operation).

 **Why was it closed (or temporarily suspended operation)?**

[\_] Insufficient production (e.g., due to weather conditions)

 [\_] Shrinking customer base (e.g., due to changing customers’ dietary preferences and cooking habits, difficulty to incorporate the items customers receive into their weekly meal plans)

 [\_] Customer dissatisfaction with product range/quality

 [\_] Lack of success in recruiting new CSA customer members

 [\_] Lack of success in recruiting new CSA farm members

 [\_] Inability to retain farm members in CSA network

 [\_] CSA farm(s) decided to pursue other marketing arrangements (e.g., with a food hub)

 [\_] Not enough flexibility in product/share options for customers

 [\_] Share fees set too low to sustain profitable business operation

 [\_] Share fees too high for targeted customer base

 [\_] Inconvenient delivery sites

 [\_] Land/expansion constraints

 [\_] Other

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (\_) Other reasons

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **2. Please verify the contact information of the person completing this form**

 Contact Name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Contact Email

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Contact Phone

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **3. What is your primary relationship with this CSA enterprise?**

 (\_) CSA manager/owner

 (\_) Contact person/public liaison for this CSA enterprise

 (\_) Head of CSA enterprise association

 (\_) CSA enterprise employee

 (\_) CSA shareholder

 (\_) Other

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **4. Any comments:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## ***Section 6: No Longer Manage This Listing***

Thank you for informing us that you no longer manage/represent this community supported agriculture program.

If you know the new contact person's information, please provide his/her information below and click the "submit" button:

 Name:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Email address:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Any comments:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 If you do not know the new contact person's information, please click the "submit" button directly.