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Information listed in this section is for internal purposes only and will NOT be published in the USDA Local Food Directory.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]?**

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

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.