



# Floriculture Crops Methodology and Quality Measures

ISSN: 2166-9848

---

Released August 16, 2024, by the National Agricultural Statistics Service (NASS), Agricultural Statistics Board, United States Department of Agriculture (USDA).

**Scope and Purpose:** The Commercial Floriculture Survey (CFS) is conducted annually and represents all growers that produced and sold \$10,000 or more of floriculture crops during the previous year. Currently, the survey is conducted in all 50 States.

All floriculture growers are surveyed to report area used for production, hired labor, and value of sales. Detailed crop information is collected from operations with \$100,000 or more in sales. The main types of crops included are cut flowers, annual bedding plants, herbaceous perennials, cut cultivated greens, potted flowering plants, and foliage plants for indoor and patio use. Information is also collected for propagative floriculture materials, including cuttings, liners, plug seedlings, pre-finished plants, and tissue cultures. Crops excluded from this survey are Christmas trees and nursery products such as, but not limited to, deciduous shade trees, fruit and nut trees, evergreen trees, ornamental shrubs and bushes (including roses and azaleas for outdoor landscaping and ornamental purposes), grapevines, and palms for outdoor landscaping. Aquatic and pond plants also are excluded.

Beginning in 2021, data collected from operations with \$10,000 or more in sales are published individually for 28 States for the following items: value of all production, number of producers, area used for production, and peak hired workers. Starting in the same year, 22 minor States were published in an 'Other States' category. For the list of States included in the 'Other States' totals, reference the tables starting on page 4 of this report. For operations with \$100,000 or more in sales, items published include number of producers, quantity sold, price and wholesale value for annual bedding/garden plants, potted herbaceous plants, potted flowering plants, foliage plants potted, cut flowers, cut cultivated greens, and propagative floriculture materials. Retail quantity, price, and value began to be published for the 2021 crop year. The publication contains data for the current survey year and the previous survey year.

Commercial floriculture data are used by the government to measure the economic impact of the industry and by all segments of the industry to plan future production and marketing strategies.

**Timeline:** Data are collected for the previous year's production beginning in January with a survey mailing. A telephone follow-up is conducted for nonresponse records approximately one month after the mailing. Data collection takes place over a period of approximately eight weeks. Regional field office and Headquarters staff complete analysis, summarization, and review of estimates over a period of approximately four weeks. Estimates are released to the public on the date specified by the Agricultural Statistics Board.

**Sampling:** The target population for the CFS is all commercial floriculture operations which produce and sell, or have the potential to produce and sell, \$10,000 or more of the floriculture crops in one year in all 50 states. For 28 targeted states, the CFS is a census for operations producing \$10,000 in floriculture sales; therefore, all operations that qualify are included in the survey. For the 22 non-targeted states, only operations with \$100,000 or more in floriculture sales are surveyed. Operations in the 22 non-targeted states between \$10,000 and \$100,000 in floriculture sales are represented by estimates from the 2019 Census of Horticultural Specialties in an effort to reduce respondent burden.

The operations to be surveyed are identified using previously reported sales data stored on the NASS list frame. Both retail and wholesale sales are considered in determining the dollar value of sales for establishing the population. Floriculture crops do not have to be the primary source of income for a grower to qualify. A greenhouse or nursery with production and sales of floriculture products that meets the \$10,000 lower limit qualifies, even though this may represent only a small portion of the operation's total sales. Slightly smaller operations and operations with unknown amounts of floriculture sales are also contacted to determine if they qualify for the survey.

**Data Collection:** All Regional Field Offices (RFO) use the same standardized questionnaire for data collection. For consistency across modes, the paper version is considered the master questionnaire and the Computer Assisted Self Interview (CASI), mobile Computer Assisted Telephone Interview (mCATI), and Computer Assisted Telephone Interview (CATI) instruments are built to model the paper questionnaire. The questionnaire content and format are evaluated annually through a specification process where requests for changes are evaluated and approved or disapproved. Input may vary from question wording or formatting to a program change involving the deletion or modification of current questions or addition of new ones. If there are significant changes to either the content or format proposed, a NASS survey methodologist will pre-test the changes for usability. Prior to the start of data collection, all modes of instruments are reviewed, and CASI, mCATI, and CATI instruments are thoroughly tested.

All federal data collections require approval by the Office of Management and Budget (OMB). NASS must document the public need for the data, apply sound statistical practice, prove the data does not already exist elsewhere, and ensure the public is not excessively burdened. The questionnaires must display an active OMB number that gives NASS the authority to conduct the survey, a statement of the purpose of the survey and the use of the data being collected, a response burden statement that gives an estimate of the time required to complete the form, a confidentiality statement that the respondent's information will be protected from disclosure, and a statement saying that response to the survey is voluntary and not required by law.

Sampled operations receive a cover letter with the questionnaire mailing explaining the survey and providing instructions for completing the survey (via CASI) on the internet. The letter also notifies them that they will be contacted for survey purposes only if they do not return the questionnaire by mail or complete the survey on the web. All modes of data collection, except face-to-face enumeration, are utilized for each survey. Data collection is coordinated for any sampled operations that are in multiple on-going surveys.

**Survey Edit:** As survey data are collected and captured, data are edited for consistency and reasonableness using automated systems. The edit logic ensures administrative coding follows the methodological rules associated with the survey design.

Relationships between data items (i.e., responses to individual questions) on the current survey are verified. Some data items in the current survey are compared to data items from earlier surveys to ensure certain relationships are logical. The edit assigns a status to each record, indicating whether the record passes or fails the edit requirements for consistency and reasonableness. Records that fail edit requirements must be updated or must be certified by an analyst to be exempt from the failed edit requirement. All records must pass edit requirements, or be certified exempt, before further analysis and summarization.

**Analysis Tools:** Edited data are processed through an interactive analysis tool which displays data for all reports by item. The tool provides scatter plots, tables, charts, and special tabulations that allow the analyst to compare an individual record to similar records. Atypical responses, unusual data relationships, and statistical outliers for all items are revealed by the analysis tool. RFO and Headquarters staff review such relationships to determine if they are correct. Data found to be in error are corrected, while accepted data are retained.

**Nonsampling Errors:** Nonsampling error is present in any survey process. This error includes reporting, recording, and editing errors, as well as nonresponse error. Steps are taken to minimize the impact of these errors, such as questionnaire testing, comprehensive interviewer training, validation and verification of processing systems, application of detailed computer edits, and evaluation of the data via the analysis tool. The respondent pool is monitored and reviewed during and after data collection, and data collection strategies are modified, where necessary, to continually minimize nonresponse error.

**Estimators:** The CFS is a complete enumeration of all known floriculture operations with \$10,000 or more in sales, and new operations are added to the sample when discovered. A coverage adjustment is made to account for list incompleteness. Response to the CFS is voluntary. Producers may refuse to participate in the survey, may not be located during the data collection period, or may submit incomplete reports. All nonresponse (item and unit) is

manually imputed by RFO statisticians. The weights for current items are not adjusted for nonresponse. The measurement of error due to sampling in the current survey period is irrelevant for a fully enumerated census. Moreover, standard errors and coefficients of variation (CVs) are zero for all current data items collected.

**Estimation:** When all samples are accounted for, all responses are fully edited, and the analysis material is reviewed, Headquarters executes a preliminary summary and a final summary to evaluate and analyze the data. The summary results provide estimates and information used to evaluate the quality of the survey estimates such as response rates and number of usable positive reports.

Regional field offices and Headquarters are responsible for performing a detailed review of the survey results. Any irregularities revealed by the preliminary summary must be investigated and, if necessary, resolved.

Estimates are open to revision the following year if new information becomes available. If an operation responds that was inaccessible for the previous year, the previous year data is reviewed for accuracy and revised if necessary. The previous year estimates are recreated with the updated information and released at the same time as the current year estimates.

### Quality Metrics for Floriculture Crops

**Purpose and Definitions:** Under the guidance of the Statistical Policy Office of the Office of Management and Budget (OMB), the United States Department of Agriculture's National Agricultural Statistics Service (NASS) provides data users with quality metrics for its published data series. The metrics tables below describe the performance data for all surveys contributing to the publication. The accuracy of data products may be evaluated through sampling and nonsampling error. There is no sampling error present for this survey because it is a census of the target population. Nonsampling error is evaluated by response rates and the weighted item response rates.

**Sample size** is the number of observations selected from the population to represent a characteristic of the population. Operations that did not have the item of interest, did not meet the \$10,000 threshold in sales, or were out of business at the time of data collection have been excluded.

**Response rate** is the proportion of the above sample that completed the survey. This calculation follows Guideline 3.2.2 of the OMB Standards and Guidelines for Statistical Surveys (September 2006).

**Weighted item response rate** is a ratio of reported survey data expanded by the original sampling weight compared to final nonresponse adjusted summary totals.

**Commercial Floriculture Survey Sample Sizes and Response Rates:** The Commercial Floriculture Survey is a census of all known floriculture operations that produced and sold \$10,000 or more of product during the previous year. However, detailed crop information is collected from only operations with \$100,000 or more in sales. To assist in evaluating the performance of the estimates in the *Floriculture Crops* report, the sample sizes and response rates are displayed for 2022 and 2023 in each of the published States for operations with \$10,000 or more in sales and for operations with \$100,000 or more in sales.

**Commercial Floriculture Survey Sample Size and Response Rate - States and United States:  
2022 and 2023**

[Operations with \$10,000+ sales]

State	Sample size		Response rate	
	2022 (number)	2023 (number)	2022 (percent)	2023 (percent)
Alabama .....	67	67	58.2	77.6
Alaska .....	56	70	57.1	64.3
California .....	435	529	52.6	52.9
Colorado .....	84	99	42.9	56.6
Connecticut .....	139	151	48.9	48.3
Florida .....	461	510	58.6	55.7
Georgia .....	81	82	61.7	64.6
Hawaii .....	194	203	59.3	56.2
Illinois .....	189	214	48.7	46.7
Indiana .....	165	179	90.9	74.3
Iowa .....	142	151	57.0	58.9
Maryland .....	122	139	58.2	65.5
Massachusetts .....	199	211	59.8	66.8
Michigan .....	454	483	82.4	78.7
Minnesota .....	188	201	48.4	51.2
New Jersey .....	230	241	53.9	50.2
New York .....	460	553	58.3	53.7
North Carolina .....	219	251	63.9	64.5
Ohio .....	365	386	68.2	66.3
Oregon .....	208	222	62.0	57.7
Pennsylvania .....	568	600	62.1	62.8
South Carolina .....	57	74	71.9	62.2
Tennessee .....	101	132	53.5	58.3
Texas .....	181	201	62.4	52.7
Utah .....	34	48	61.8	60.4
Virginia .....	150	186	48.7	38.7
Washington .....	204	239	45.1	48.5
Wisconsin .....	324	338	59.6	62.4
Other States <sup>1</sup> .....	363	363	52.1	52.9
United States	6,440	7,123	59.9	58.7

<sup>1</sup> Other States includes Arizona, Arkansas, Delaware, Idaho, Kansas, Kentucky, Louisiana, Maine, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Mexico, North Dakota, Oklahoma, Rhode Island, South Dakota, Vermont, West Virginia, and Wyoming for operations with greater than \$100,000 in sales. Smaller operations were not surveyed in these States.

## Commercial Floriculture Survey Sample Size and Response Rate - States and United States: 2022 and 2023

[Operations with \$100,000+ sales]

State	Sample size		Response rate	
	2022 (number)	2023 (number)	2022 (percent)	2023 (percent)
Alabama .....	39	32	66.7	81.3
Alaska .....	19	21	26.3	28.6
California .....	253	273	51.0	48.0
Colorado .....	56	55	35.7	52.7
Connecticut .....	67	70	41.8	38.6
Florida .....	295	309	59.3	54.0
Georgia .....	38	34	57.9	76.5
Hawaii .....	70	60	45.7	50.0
Illinois .....	89	97	34.8	42.3
Indiana .....	61	63	77.0	65.1
Iowa .....	42	43	59.5	58.1
Maryland .....	53	58	64.2	58.6
Massachusetts .....	75	86	52.0	68.6
Michigan .....	272	279	72.4	71.3
Minnesota .....	93	96	47.3	52.1
New Jersey .....	119	116	48.7	43.1
New York .....	181	188	51.4	51.6
North Carolina .....	86	88	50.0	56.8
Ohio .....	169	175	65.1	55.4
Oregon .....	92	91	59.8	52.7
Pennsylvania .....	190	195	56.8	57.4
South Carolina .....	16	25	75.0	72.0
Tennessee .....	32	34	59.4	58.8
Texas .....	115	104	58.3	60.6
Utah .....	27	30	59.3	46.7
Virginia .....	69	73	39.1	41.1
Washington .....	69	62	55.1	62.9
Wisconsin .....	137	135	61.3	63.0
Other States <sup>1</sup> .....	363	363	52.1	52.9
United States	3,187	3,255	55.6	55.5

<sup>1</sup> Other States includes Arizona, Arkansas, Delaware, Idaho, Kansas, Kentucky, Louisiana, Maine, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Mexico, North Dakota, Oklahoma, Rhode Island, South Dakota, Vermont, West Virginia, and Wyoming.

**Commercial Floriculture Survey Weighted Item Response Rates:** To assist in evaluating the performance of the estimates in the *Floriculture Crops* report, the weighted item response rate is displayed by program State and nationally for each plant category and in total for 2022 and 2023.

**Quality Metrics for Value of All Sales by Plant Category - States and United States: 2022 and 2023**

[Operations with \$100,000+ sales]

State	Weighted item response rate					
	Annual bedding/garden		Herbaceous perennial		Total bedding/garden	
	2022	2023	2022	2023	2022	2023
	(percent)	(percent)	(percent)	(percent)	(percent)	(percent)
Alabama .....	24.7	36.0	95.3	97.1	37.9	44.6
Alaska .....	10.9	(D)	0.3	(D)	10.0	(D)
California .....	21.0	77.5	38.7	56.4	25.4	72.9
Colorado .....	18.8	49.3	25.2	55.7	20.6	51.0
Connecticut .....	40.8	29.4	42.6	33.9	41.5	31.2
Florida .....	71.7	3.6	79.2	40.8	73.8	13.6
Georgia .....	91.8	80.6	41.7	92.9	81.6	83.7
Hawaii .....	(D)	(D)	(D)	(D)	65.0	(D)
Illinois .....	32.9	41.9	38.0	44.5	36.0	43.3
Indiana .....	44.7	41.0	58.9	32.8	49.2	38.7
Iowa .....	80.7	48.9	76.8	35.7	79.6	45.5
Maryland .....	31.6	36.2	39.5	38.9	34.4	37.2
Massachusetts .....	33.4	57.0	17.3	34.7	27.8	47.7
Michigan .....	71.8	67.3	54.4	56.1	67.8	65.1
Minnesota .....	31.3	76.3	33.1	69.7	31.6	74.9
New Jersey .....	19.2	22.6	37.9	26.7	26.5	24.2
New York .....	60.7	46.7	76.5	49.5	64.9	47.5
North Carolina .....	17.0	68.9	17.1	68.4	17.1	68.8
Ohio .....	75.2	42.1	92.9	57.9	83.9	49.6
Oregon .....	57.4	58.7	30.5	25.0	48.3	46.9
Pennsylvania .....	62.9	59.5	71.0	64.2	65.4	60.9
South Carolina .....	(D)	80.3	(D)	2.8	11.6	7.8
Tennessee .....	29.4	14.3	93.9	32.1	41.7	17.5
Texas .....	37.3	26.4	40.5	44.0	37.9	29.5
Utah .....	70.1	22.7	53.3	5.6	64.9	17.2
Virginia .....	40.3	31.9	30.8	23.3	37.7	29.7
Washington .....	51.4	60.2	81.9	73.2	65.8	66.3
Wisconsin .....	48.2	59.5	46.4	73.5	47.8	63.3
Other States <sup>1</sup> .....	51.6	43.6	29.9	54.7	51.5	45.9
United States	49.3	48.3	50.4	45.6	49.6	47.5

See footnote(s) at end of table.

--continued

**Quality Metrics for Value of All Sales by Plant Category - States and United States:  
2022 and 2023 (continued)**

[Operations with \$100,000+ sales]

State	Weighted item response rate					
	Potted flowering plants		Foliage plants for indoor or patio use		Cut flowers	
	2022	2023	2022	2023	2022	2023
	(percent)	(percent)	(percent)	(percent)	(percent)	(percent)
Alabama .....	87.1	87.1	92.5	(D)	-	-
Alaska .....	1.6	0.1	(D)	21.1	(D)	77.5
California .....	37.0	50.7	28.6	73.7	30.5	29.3
Colorado .....	19.9	44.4	17.5	(D)	11.6	20.5
Connecticut .....	52.5	34.6	82.9	(D)	(D)	86.1
Florida .....	57.6	33.1	34.4	29.8	59.5	92.4
Georgia .....	85.6	64.7	91.1	80.0	(D)	(D)
Hawaii .....	66.3	62.7	60.3	67.9	57.7	83.5
Illinois .....	25.0	45.5	54.6	21.8	0.5	17.9
Indiana .....	56.4	34.5	25.6	43.8	84.9	96.3
Iowa .....	85.8	25.9	(D)	(D)	-	-
Maryland .....	20.2	22.2	97.2	(D)	83.9	78.2
Massachusetts .....	43.8	48.4	67.6	74.4	90.8	47.6
Michigan .....	54.3	55.9	(D)	41.5	(D)	98.3
Minnesota .....	32.0	65.7	78.4	(D)	(D)	(D)
New Jersey .....	63.0	58.0	(D)	(D)	(D)	41.1
New York .....	90.3	20.8	(D)	(D)	81.6	43.1
North Carolina .....	21.2	74.5	(D)	78.2	33.8	87.5
Ohio .....	90.0	39.1	79.0	51.0	(D)	98.9
Oregon .....	61.5	48.7	82.3	79.2	91.3	61.6
Pennsylvania .....	42.2	38.0	54.0	60.6	33.9	33.6
South Carolina .....	74.0	79.7	(D)	(D)	(D)	(D)
Tennessee .....	88.4	28.4	90.5	77.9	(D)	(D)
Texas .....	64.1	38.1	20.1	(D)	(D)	(D)
Utah .....	44.4	1.7	(D)	96.3	(D)	(D)
Virginia .....	29.3	27.9	(D)	57.3	12.6	24.7
Washington .....	61.1	54.9	33.5	(D)	18.5	10.7
Wisconsin .....	65.0	60.8	82.3	40.7	(D)	(D)
Other States <sup>1</sup> .....	48.1	28.4	67.1	32.7	63.0	93.0
United States	53.2	43.2	38.2	39.7	40.0	40.2

See footnote(s) at end of table.

--continued

**Quality Metrics for Value of All Sales by Plant Category - States and United States:  
2022 and 2023 (continued)**

[Operations with \$100,000+ sales]

State	Weighted item response rate					
	Cut cultivated greens		Propagative floriculture material		Total value of all plant categories	
	2022	2023	2022	2023	2022	2023
	(percent)	(percent)	(percent)	(percent)	(percent)	(percent)
Alabama .....	(D)	-	(D)	(D)	45.1	49.4
Alaska .....	-	-	-	-	12.6	34.8
California .....	81.9	50.4	68.7	41.7	33.4	55.8
Colorado .....	-	(D)	1.0	30.7	15.4	47.4
Connecticut .....	-	-	(D)	(D)	43.1	32.9
Florida .....	41.3	20.1	58.7	32.7	49.7	27.7
Georgia .....	(D)	-	100.0	(D)	84.5	80.7
Hawaii .....	67.4	85.5	17.4	52.1	60.9	62.7
Illinois .....	(D)	(D)	(D)	(D)	34.5	45.7
Indiana .....	-	-	99.4	96.7	51.0	40.6
Iowa .....	-	-	(D)	(D)	83.1	53.1
Maryland .....	(D)	(D)	(D)	69.3	34.9	37.8
Massachusetts .....	(D)	(D)	(D)	(D)	30.7	51.5
Michigan .....	-	100.0	59.9	85.3	66.2	66.9
Minnesota .....	(D)	-	3.7	21.6	27.1	73.4
New Jersey .....	-	(D)	5.0	6.8	37.1	32.6
New York .....	(D)	(D)	18.1	11.1	67.7	33.9
North Carolina .....	(D)	(D)	94.7	(D)	21.6	71.6
Ohio .....	(D)	100.0	30.7	16.5	80.6	47.6
Oregon .....	76.4	64.8	11.9	81.7	54.4	52.9
Pennsylvania .....	100.0	34.0	93.6	99.7	66.4	66.7
South Carolina .....	-	-	-	-	12.9	10.2
Tennessee .....	-	(D)	(D)	(D)	49.1	22.0
Texas .....	-	-	(D)	15.1	41.7	26.6
Utah .....	-	-	(D)	(D)	61.7	15.3
Virginia .....	(D)	(D)	23.6	(D)	35.3	28.8
Washington .....	(D)	(D)	(D)	71.4	57.7	57.5
Wisconsin .....	-	(D)	(D)	(D)	53.1	67.8
Other States <sup>1</sup> .....	47.7	92.3	83.1	71.8	52.9	42.7
United States	49.5	33.1	54.3	56.3	48.6	45.8

- Represents zero.

(D) Withheld to avoid disclosing data for individual operations.

<sup>1</sup> Other States includes Arizona, Arkansas, Delaware, Idaho, Kansas, Kentucky, Louisiana, Maine, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Mexico, North Dakota, Oklahoma, Rhode Island, South Dakota, Vermont, West Virginia, Wyoming, and any data withheld above.



## Information Contacts

Process	Unit	Telephone	Email
Estimation .....	Crops Branch	(202) 720-2127	HQ_SD_CB@usda.gov
Data Collection .....	Survey Administration Branch	(202) 690-4847	HQ_CSD_SAB@usda.gov
Questionnaires .....	Data Collection Branch	(202) 720-6201	HQ_CSD_DCB@usda.gov
Sampling and Editing .....	Sampling, Editing & Imputation Methodology Branch	(202) 690-8141	SM.NASS.MD.SEIMB.CSD.SB@usda.gov
Analysis and Estimators .....	Summary, Estimation & Disclosure Methodology Branch	(202) 690-8141	SM.NASS.SD.SMB@usda.gov
Dissemination .....	Data Dissemination Office	(202) 720-3869	HQSDOD@usda.gov
Media Contact & Webmaster	Public Affairs Office	(202) 720-2639	HQOAPAO@usda.gov

## Access to NASS Reports

For your convenience, you may access NASS reports and products the following ways:

- All reports are available electronically, at no cost, on the NASS web site: [www.nass.usda.gov](http://www.nass.usda.gov).
- Both national and state specific reports are available via a free e-mail subscription. To set-up this free subscription, visit [www.nass.usda.gov](http://www.nass.usda.gov) and click on “National” or “State” in upper right corner above “search” box to create an account and select the reports you would like to receive.
- Cornell’s Mann Library has launched a new website housing NASS’s and other agency’s archived reports. The new website, <https://usda.library.cornell.edu>. All email subscriptions containing reports will be sent from the new website, <https://usda.library.cornell.edu>. To continue receiving the reports via e-mail, you will have to go to the new website, create a new account and re-subscribe to the reports. If you need instructions to set up an account or subscribe, they are located at: <https://usda.library.cornell.edu/help>. You should whitelist [notifications@usda-esmis.library.cornell.edu](mailto:notifications@usda-esmis.library.cornell.edu) in your email client to avoid the emails going into spam/junk folders.

For more information on NASS surveys and reports, call the NASS Agricultural Statistics Hotline at (800) 727-9540, 7:30 a.m. to 4:00 p.m. ET, or e-mail: [nass@usda.gov](mailto:nass@usda.gov).

The U.S. Department of Agriculture (USDA) prohibits discrimination against its customers, employees, and applicants for employment on the basis of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)

If you wish to file a Civil Rights program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#) (PDF), found online at [www.ascr.usda.gov/filing-program-discrimination-complaint-usda-customer](http://www.ascr.usda.gov/filing-program-discrimination-complaint-usda-customer), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).