STATE OF CONNECTICUT
DEPARTMENT OF AGRICULTURE

Marketing Bureau

To: Subsidized Senior Housing Facilities/Town Social Service Offices

Thank you for your interest in the Senior Farmers' Market Nutrition Program. This is an outstanding program that helps eligible seniors enjoy fresh, nutritious, locally grown fruits, vegetables, and fresh cut herbs.
Please review the rules of this program, fill out the form, fax or mail it back. Feel free to call if you have any additional questions.

Eligibility guidelines for the Senior Farmers' Market Nutrition Program(SFMNP):

All participants must have a **maximum** household income of not more than 185 percent of the annual poverty income guidelines.

Single Person	=	$20,036
Couple	=	$26,955

The state definition of a senior is any person 62 or older, or any person with a permanent disability, living in subsidized senior complex. Subsidized senior housing requirements are published by the state of Connecticut Department of Economic and Community Development using HUD guidelines. Congregate meal programs have registration data on all clients. Those with incomes below 185% will be flagged, and only they will be given checks.

Services to be performed by Local Coordinating Agency (LCA):

1. Use materials provided by the Connecticut Department of Agriculture to alert Senior participants in advance to the Farmers' Market Nutrition Program
2. Provide secure locked storage for Farmers' Market checks.
3. Verify eligibility and distribute Farmers' Market checks to eligible Seniors in participating Senior housing programs.
4. Issue Farmers' Market checks to eligible Senior participants only. (Seniors in subsidized housing, renter rebate programs and/or congregate meal programs)
5. Farmers' Market checks must be issued as follows:
   **Fifteen dollars ($15) worth of checks will be given to each eligible participant.*
   **Serial numbers of checks given to eligible participants must be recorded on check register.*
   **All Senior participants receiving Farmers' Market checks must sign the farmers' market check register next to their name to indicate their receipt of those checks.*
6. Provide an accounting of the Farmers' Market checks to the Connecticut Department of Agriculture using the check registers. Accounting of checks should be identified as distributed
   (Senior signature on register), unclaimed, damaged, unused, lost, stolen or voided.
7. Distribute information concerning location of Farmers' Markets and use of checks to each Senior participant.

165 Capitol Avenue, Hartford, CT 06106
Phone: 860-713-2503 Fax: 860-713-2516
An Equal Opportunity Employer

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S T A T E O F C O N N E C T I C U T
DEPARTMENT OF AGRICULTURE

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Please Fill Out the Following Accurately and Clearly:

Date: _____

Local Coordinating Agency Name: _____

Contact Person: _____

Address: _____

Town/City: _____

Zip Code: _____

Phone Number: _____

Fax Number: _____

Email Address: _____

Number of Eligible Participants: _____

Upon approval, one of our Representatives will come out to your site for a visit and a short training session.
We thank you for your interest and will be in contact with you shortly.

Sincerely,

Connecticut Department of Agriculture
165 Capitol Avenue, Room 129
Hartford, CT 06106
(860)713-2503
Fax: (860)713-2516

PLEASE NOTE:
Due to the popularity of this program, we may not have enough funds to satisfy all of the requesting seniors sites.