



January 15, 2013

F2013-01

TO: All Board Members and CEO's

SUBJECT: 2012/2013 State allocation program

The California Department of Food and Agriculture (CDFA) Division of Fairs & Expositions (F&E) is pleased to announce a Fund allocation program for fiscal year 2012/2013. CDFA met with fair industry representatives in November and December 2012 to discuss the status of the F&E reserve and possible Fund allocation program. After careful review of the F&E Fund reserve, CDFA will allocate funds to fairs ranging from class I-X to III+. Based on this decision, 49 of the 78 fairs would be eligible for an allocation of 20 percent of their original proposed 2011/2012 allocation. Eligible fairs must meet certain criteria to be eligible to receive funds.

Fairs will be required to submit a written request for the allocation including supporting documentation. A summary of the necessary documentation is enclosed. Applicants will not be required to resubmit any documents already submitted to F&E in their regular course of business. Please direct all requests to:

California Department of Food and Agriculture
Division of Fairs and Expositions
1220 N Street
Sacramento, California 95814
Attention: John Quiroz

Disbursement is expected to begin the first week of February 2013 and must be completed by fiscal year end June 30, 2013. The allocation program, as well as available reserve funds will be reviewed on an annual basis to determine future allocations. Remaining monies in the reserve account will enable CDFA to meet its fiduciary responsibilities if a district agricultural association ceases operations or if intervention is required.

Please contact John Quiroz at [916-900-5025](tel:916-900-5025) or via email at John.Quiroz@cdfa.ca.gov with questions.

Sincerely,

Nate Dechoretz
Deputy Secretary

Enclosure



CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE
DIVISION OF FAIRS AND EXPOSITIONS

2012/2013 F&E FUND ALLOCATION PROGRAM

SUMMARY: An allocation will be disbursed to all class I-X to III+ fairs, which include district agricultural associations, county fairs, citrus fruit fairs. The allocation will be 20% of the fairs original proposed 2011/2012 allocation. The allocation can be used for any aspect of the fair's operation. Future allocations will be evaluated on an annual basis.

BUDGET: \$1,678,200

ELIGIBILITY: Funds will be disbursed to the fair once all the following state requirements/obligations listed below are current:

2010 Fiscal Audit
2011 approved Statement of Operations
2011 Financial Review*
2013 operating budget with supporting approved board minutes
Current on all loans/obligations to CDFA

** CDFA will accept financial review in lieu of 2011 fiscal audits of the scope required in the past.*

FUNDING:

Class I-X:	\$39,600
Class I:	\$40,000
Class II:	\$36,000
Class III:	\$33,000
Class III+:	\$30,000

APPROVAL AMOUNT: Upon meeting the requirements, funds will be disbursed from CDFA. Outstanding balances due to F&E will be dealt with on a case by case basis and those funds may be deducted from the allocation.