



CALIFORNIA DEPARTMENT OF
FOOD & AGRICULTURE

Karen Ross, Secretary

December 09, 2013

F2013-06

TO: All Board members and CEO's
SUBJECT: 2013/2014 Fair allocation program

The California Department of Food and Agriculture (CDFA) Division of Fairs & Expositions (F&E) is pleased to announce a fair allocation program for fiscal year 2013/2014. CDFA will allocate funds to fairs ranging from class I-X to III+. The allocation will support 49 of the 78 fairs of which the allocation will be 20 percent of their original proposed 2011/2012 allocation. Eligible fairs must meet the enclosed 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 request to:

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

Disbursement is expected to begin in January 2014 and must be completed by fiscal year end June 30, 2014. The allocation program, as well as available reserved 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 or via email at John.Quiroz@cdfa.ca.gov with questions.

Sincerely,

Jim Houston
Deputy Secretary

Enclosure

**CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE
DIVISION OF FAIRS AND EXPOSITIONS**

2013/2014 FAIR 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:

Letter requesting for the allocation
2010 Financial Audit
2011 Approved Statement of Operations
2012 Approved Statement of Operations
2011 Financial Review or Financial Audit
2012 Financial Review or Financial Audit
2013 Operating Budget with supporting approved board minutes
2014 Operating Budget with supporting approved board minutes
Current on all loans/obligations to CDFA

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.