



CALIFORNIA DEPARTMENT OF  
FOOD & AGRICULTURE

Karen Ross, Secretary

October 13, 2014

F2014-07

TO: All Board members and CEO's  
SUBJECT: 2014/2015 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 2014/2015. 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 2015 and must be completed by fiscal year end June 30, 2015. 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 me at 916-900-5025 or via email at [John.Quiroz@cdfa.ca.gov](mailto:John.Quiroz@cdfa.ca.gov) with any questions.

Sincerely,

John Quiroz  
Accounting Administrator I

Enclosure

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

**2014/2015 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:

Current Year Allocation Requirements

Letter requesting the allocation  
2013 Approved Statement of Operations  
2013 Financial Review or Financial Audit  
2015 Operating Budget with supporting approved board minutes  
Current on all loans/obligations to CDFA

Prior Year Requirements - *If previously submitted, please disregard.*

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.