



May 24, 2018

F2018-02

TO: All Fair CEO's

SUBJECT: POULTRY HEALTH INSPECTIONS – FY 2018/2019 Fair Season

This letter is to announce that there is USDA funding for the 2018/2019 Poultry Health Inspection (PHI) program. As in previous years, upon arrival at the fair (and prior to coop-in), all poultry, including pigeons that are in the same building as the show poultry, shall be inspected for symptoms of disease or illness. Caged birds (parrots, parakeets, etc.) do not require inspection. Any suspect animal may be dismissed from the fairgrounds.

All health checks must be performed by a certified Poultry Health Inspector(s) (PHI) from the designated CDFA/UC Certification Program. The Poultry Health Check Guidelines and a list of certified PHIs are enclosed for your reference. If you need assistance hiring or selecting a PHI, please contact **CDFA's Dr. Francine Bradley at (760) 699-5078**.

A few key notes for the FY 18/19 PHI inspections include:

- 1. The Poultry Health Inspection (PHI) Program is a REQUIREMENT for all fairs and poultry shows.**
- 2. If reimbursable costs are incurred between April 1, 2018 and March 31, 2019, the PHI reimbursement will be processed from the FY 18/19 grant.**
- 3. Each fair will be reimbursed for actual expenses incurred, up to \$300.00 per fiscal year. To be reimbursed, fairs must submit an invoice within sixty (60) days of the end of the fair and no later than May 1, 2019, related inspector(s) signed contract(s), and receipts to F&E at [Kalia.Mitchell@cdfa.ca.gov](mailto:Kalia.Mitchell@cdfa.ca.gov). (Please see the example invoice attached).**

The invoice must be on Fair letterhead, and include the following:

- Date of Invoice
- Dates of the Fair
- Date of the PHI
- Invoice number
- County with address



- Description of activity and a break out of the expenses for each activity related to the PHI.

**4. Fairs with poultry shows will be reimbursed up to a maximum of \$300.00 inclusive for inspection fees, per diem, and materials associated with the PHI inspection. (please see specifics below).**

The allowable reimbursements may be comprised of the following:

- Inspection Fee
- Travel reimbursement (see [CalHR](#) for reimbursable costs/rates)
- Lodging
- Per Diem
- Meals

Below is the pay scale for inspection fees, based on the number of birds inspected.

**Pay Scale for PHI Payment**

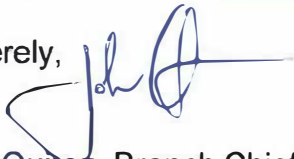
<u>Amount</u>	<u>Number of Birds</u>
\$75	0-24
\$100	25 - 50
\$125	51 - 100
\$150	101-150
\$200	151-200
\$250	201-250
\$300	> 250

\*Over 250 birds will require more than one PHI, but still a maximum of \$300/fair.

The Poultry Health Inspection Program will be an ongoing requirement for poultry at California Fairs. However, funding may not be available for 2019 - 2020 and beyond, so please be prepared to include the expense for inspections in your future operating budgets.

If you have any questions or need additional information, please contact Kalia Mitchell at (916) 900-5274 or [Kalia.Mitchell@cdfa.ca.gov](mailto:Kalia.Mitchell@cdfa.ca.gov).

Sincerely,



John Quiroz, Branch Chief  
Fairs & Expositions Branch

Enclosure