CALIFORNIA DEPARTMENT OF FOOD & AGRICULTURE

California Department of Food and Agriculture
Senior Farmers' Market Nutrition Program

SFMNP Agreement Form

THIS AGREEMENT is effective from April 1, 2011 to December 31, 2013.

BETWEEN:

1. The California Department of Food and Agriculture (CDFA); and
2. The Area Agency on Aging (AAA); PSA _____

THE CDFA AGREES TO:

1. Provide support and assistance to meet federal regulations in the most efficient and cost effective manner possible and promote program growth.
2. Provide SFMNP check booklets to participating AAA's.
3. Provide an instructional Tool Kit and materials to distribute to every participant.
4. Compile and provide check redemption rates.
5. Conduct compliance reviews required by federal SFMNP regulations.

THE AAA (PSA _____) AGREES TO:

Follow the federal SFMNP regulations and procedures described in the 2011 SFMNP Tool Kit:

1. Identify and certify SFMNP participant eligibility.
2. Control the receipt and security of SFMNP checks.
3. Distribute SFMNP check booklets to eligible participants.
4. Advise participants of their rights and obligations under the SFMNP.
5. Provide participants nutrition education material on the use of fresh fruits and vegetables.
6. Ensure staff administering the SFMNP receives training on policies and procedures.
7. Complete, copy and forward CDFA information, records, and forms described in the Tool Kit.
8. Maintain records, and forms described in the Tool Kit on file for a period of three (3) years.

The AAA understands the CDFA will not provided funds to administer the SFMNP in 2011, and certifies that it is neither suspended nor debarred.

_____	_____
Federal Funds Manager Signature	AAA Director Signature
_____	_____
Printed Name	Printed Name
_____	_____
Date (Month, Day, and Year)	Date (Month, Day, and Year)

PLEASE REMIT WITHIN FIFTEEN (15) DAYS OF RECEIPT TO:
Federal Funds Management Office, Attn: SFMNP, 1220 N Street, Room 120, Sacramento, CA 95814