



August, 2014

Dear USDA Certified Organic Operation:

This letter is to notify you of the USDA Cost-Share Program for the 2013-14 cost-share year. USDA certified organic operations that are certified or receiving continuation of certification during the period October 1, 2013 through September 30, 2014 by a USDA- accredited certifier, may apply for cost-share reimbursement.

Qualified applicants may receive 75% of eligible fees paid, up to a maximum of \$750 for each eligible scope of certification they are certified that occurs on or between the above-mentioned dates.

A copy of your certificate or renewal certificate is no longer required for the cost share application. Please be certain to enter your certificate number on the provided application. Also, please provide invoices and proof of payment with your completed application or arrange for your certifier to supply that information to the PA Department of Agriculture. This information is necessary to verify costs and process your application for reimbursement.

All completed applications must be postmarked to the Department by close of business on **November 14, 2014**. So that your application is not lost or misplaced, the Department highly recommends that you complete the application upon receipt and return it to the Department at your earliest convenience.

If you have questions, please contact Kyle Heffner at [kyheffner@pa.gov](mailto:kyheffner@pa.gov) or (717) 836-3973.

Sincerely,

A handwritten signature in blue ink that reads "Mary Y. Bender".

Mary Y. Bender  
Deputy Secretary for Administration