



2023/24 UP Fresh Food Access Program between UPCAP and Producer/Farmer

Producer/Farmer Name (Legal Name):

Producer/Farmer Address:

Phone: () _____ County/Local Agency _____

This agreement by and between _____ UPCAP _____ **the Program Manager**
and _____ **(Producer/Farmer)**

Producer/Farmer Address:

Agreement is effective between **August 1, 2023** and **September 31, 2024**. This agreement is for the purpose of authorizing the above-mentioned Producer/Farmer to accept UP Fresh Food Access Program Vouchers at (farm and/or retail location) from authorized customers in exchange for eligible, locally grown, fresh Meat, Poultry, Fish, Eggs, Dairy, Wild Rice, Honey and Syrup.

By signing this agreement, the producer/farmer agrees to -

- Display a sign, provided by grant administrators, that Prescription for Health Vouchers are accepted at your farm/retail establishment.
- Only sell fresh locally (within 400 miles) produced items that are included in this program.
- Not to accept UP Fresh Food Access vouchers after October 31, 2024
- Display the prices of all authorized fresh food items.
- Not give cash change for purchases of less than the value of the voucher(s).
- Provide eligible locally grown foods at the current price or less than the current price charged to other customers.
- Resellers are only allowed to participate in the program if they are able to provide information (written list/contact info) on food producer. No more than one direct producer to consumer line is acceptable with this program through a retail site.
- Not allow the return of food items purchased with UP Fresh Food Access vouchers in exchange for cash or for non-food items.
- Be monitored by the program manager for program compliance.
- Not provide cash or credit in exchange for UP Fresh Food Access Program vouchers.

- Not collect sales tax on UP Fresh Food Access Program purchases.
- Not redeem UP Fresh Food Access Program vouchers for non-food items
- To sign each voucher before redeeming with the program manager.
- To redeem all vouchers with the program manager by October 31, 2024.
- All food items sold must follow the guidelines listed below:
 - Honey & syrup Producers/farmers must follow cottage law with their production/processing.
 - All meat vendors must be processed in an USDA facility.
 - Eggs can be included if the producer is an MDARD licensed processing establishment. Michigan food laws require egg processors to be licensed by MDARD.
 - The 2005 Food Code, section 3-202.13, requires food establishments to receive eggs that are clean and sound, and grade AA, A, or B.
 - Eggs must be held at refrigeration temperatures.
 - Egg cartons or other packaging materials must be clean and properly labeled.

By signing this agreement, the program manager agrees to -

- Collect and submit properly redeemed UP Fresh Food Access vouchers from the Producer/Farmer to the Upper Peninsula Commission for Area Progress (UPCAP) for reimbursement and account for and pay the Producer/farmers for collected vouchers in a timely manner.
- Provide training to the Producer/Farmer on the requirements of the UP Fresh Food Access Program
- Promote the program to customers if pertinent.
- To submit all vouchers for the 2023/24 season to UPCAP no later than November 15, 2024.

The Producer/Farmer and Program Manager, through signature below, accepts all terms of this agreement. This agreement becomes valid only upon signature of the Producer/Farmer and the Program Manager.

Producer/Farmer: _____
 Name (type or print)

 Signature Date

Program Manager: _____
 Name (type or print)

 Signature Date

The Program Manager is to provide a signed copy of this agreement to the Producer/Farmer The Program Manger must maintain the original on file for at least two years.