



# Coronavirus Food Assistance Program

## Toolkit for Stakeholders

Agricultural producers can now apply for USDA's Coronavirus Food Assistance Program (CFAP), which provides direct payments to offset impacts from the coronavirus pandemic. Options to apply are available on [farmers.gov/cfap](https://farmers.gov/cfap), and USDA's Farm Service Agency (FSA) has launched a call center to help answer questions. FSA staff members are available via phone, fax and online tools to help producers complete applications.

**We need your help.** We want to ensure producers are aware of available online tools and the call center, as well as how FSA is working virtually with producers to complete applications. This toolkit is meant for producers and agricultural organizations to use to share information in their networks. This toolkit includes:

- Key messages
- Newsletter article
- Social media posts
- Social media story posts

Other available resources include:

- **CFAP Fact Sheets:** FSA offers a variety, including a general CFAP fact sheet, commodity-specific fact sheets for non-specialty crops, wool, livestock, dairy, and specialty crops, and a consideration of additional commodities fact sheet. Please visit [farmers.gov/cfap](https://farmers.gov/cfap) to access all fact sheets, which are available in English and Spanish.
- **Frequently Asked Questions:** These include recent questions that we have received from producers.

If you have questions, you can reach us at [fpac.bc.press@usda.gov](mailto:fpac.bc.press@usda.gov).



## Key Messages

- USDA is now taking applications for the Coronavirus Food Assistance Program. Options to apply, additional forms, and an online calculator are available on [farmers.gov/cfap](https://farmers.gov/cfap).
- Producers with eAuthentication accounts can now apply for CFAP via the [CFAP Application Portal](#).
- The online calculator is an Excel workbook to help producers understand the sales and inventory records needed to apply and to calculate potential payments. This tool allows producers to enter information specific to their operation and will generate a completed application form that can be signed and submitted to their local FSA office for review and processing.
- Producers who are interested in filling out the application manually can also visit [farmers.gov/cfap](https://farmers.gov/cfap) to download the application form, AD-3114.
- FSA set up a call center in order to simplify how we serve new customers across the nation. The CFAP Call Center is available for producers who would like additional one-on-one support with the CFAP application process. Please call 877-508-8364 to speak directly with a USDA employee ready to offer assistance. 878-This is a good first step before a producer engages the team at the FSA county office at their local USDA Service Center.
- Producers should apply through their local Farm Service Agency. While many USDA Service Centers are open for business by phone appointment only, FSA is working with our agricultural producers by phone and using email and online tools to process applications.
  - Please call your FSA county office to schedule an appointment. You can find contact information for your local USDA Service Center at [farmers.gov/cfap](https://farmers.gov/cfap), and check Service Center status at [farmers.gov/coronavirus/service-center-status](https://farmers.gov/coronavirus/service-center-status).
- CFAP is structured to ensure the availability of funding for all eligible producers who apply.
  - In order to do this, producers will receive 80 percent of their maximum total payment upon approval of the application. The remaining portion of the payment, not to exceed the payment limit, will be paid at a later date nationwide, as funds remain available.
- Eligible commodities and additional information can be found on [farmers.gov/cfap](https://farmers.gov/cfap).



- USDA has considered additional commodities to be eligible for CFAP by collecting information that is not currently available to USDA on potentially eligible commodities.
- Producers of commodities not included on the original CFAP list who believe they've suffered:
  - a five percent-or-greater price decline between January and April 2020, and
  - who face additional marketing costs due to COVID-19,
  - had commodities that shipped but subsequently spoiled due to loss of marketing channel, or
  - had commodities that did not leave the farm or remained unharvested as mature crops

had the opportunity to submit comments to provide information about additional commodities. Comments were submitted through June 22, 2020.

- The additional commodities USDA determines eligible will be announced late summer 2020.



## Newsletter Article

### USDA Adds Digital Options for Farmers and Ranchers to Apply for Coronavirus Food Assistance Program

*Online portal, e-signature tool enable producers to apply from anywhere*

USDA's Farm Service Agency will now accept applications for the Coronavirus Food Assistance Program (CFAP) through an online portal, expanding the options available to producers to apply for this program, which helps offset price declines and additional marketing costs because of the coronavirus pandemic. FSA is also leveraging commercial document storage and e-signature solutions to enable producers to work with local service center staff to complete their applications from home.

"We are doing everything we can to serve our customers and make sure agricultural producers impacted by the pandemic can quickly and securely apply for this relief program," said FSA Administrator Richard Fordyce. "In addition to working with FSA staff through the phone, email and scheduled in-person appointments, we can now also take applications through the [farmers.gov](https://farmers.gov) portal, which saves producers and our staff time."

Through the portal, producers with secure USDA login credentials—known as eAuthentication—can certify eligible commodities online, digitally sign applications and submit directly to the local USDA Service Center. Producers who do not have an eAuthentication account can learn more and begin the enrollment process at [farmers.gov/sign-in](https://farmers.gov/sign-in). Currently, the digital application is only available to sole proprietors or single-member business entities.

USDA Service Centers can also work with producers to complete and securely transmit digitally signed applications through two commercially available tools: Box and OneSpan. Producers who are interested in digitally signing their applications should notify their local service centers when calling to discuss the CFAP application process. You can learn more about these solutions at [farmers.gov/mydocs](https://farmers.gov/mydocs).

USDA has several other options for producers to complete and submit their CFAP applications. These include:

- Downloading the AD-3114 application form from [farmers.gov/cfap](https://farmers.gov/cfap) and manually completing the form to submit to the local USDA Service Center by mail, electronically or by hand delivery to an office drop box. In some limited cases, the office may be open for in-person business by appointment. Visit [farmers.gov/coronavirus/service-center-status](https://farmers.gov/coronavirus/service-center-status) to check the status of your local office.



- Completing the application form using our CFAP Application Generator and Payment Calculator found at [farmers.gov/cfap](https://farmers.gov/cfap). This Excel workbook allows customers to input information specific to their operation to determine estimated payments and populate the application form, which can be printed, and then signed and submitted to their local USDA Service Center.

## Getting Help from FSA

New customers seeking one-on-one support with the CFAP application process can call 877-508-8364 to speak directly with a USDA employee ready to offer general assistance. This is a recommended first step before a producer engages the team at the FSA county office at their local USDA Service Center.

All other eligibility forms, such as those related to adjusted gross income and payment information, can be downloaded from [farmers.gov/cfap](https://farmers.gov/cfap). For existing FSA customers, these documents are likely already on file.

Producers self-certify their records when applying for CFAP, and that documentation is not submitted with the application. However, producers may be asked for their documentation to support the certification of eligible commodities, so they should retain the information used to complete their application.

## More Information

To find the latest information on CFAP, visit [farmers.gov/cfap](https://farmers.gov/cfap) or call 877-508-8364.

All USDA Service Centers are open for business, including some that are open to visitors to conduct business in person by appointment only. All Service Center visitors wishing to conduct business with FSA, Natural Resources Conservation Service or any other Service Center agency should call ahead and schedule an appointment. Service Centers that are open for appointments will pre-screen visitors based on health concerns or recent travel and visitors must adhere to social distancing guidelines. Visitors may also be required to wear a face covering during their appointment. Field work will continue with appropriate social distancing. Our program delivery staff will be in the office, and they will be working with our producers in office, by phone and using online tools. More information can be found at [farmers.gov/coronavirus](https://farmers.gov/coronavirus).

## Sample Posts for Facebook and Twitter

*Below are social media posts for use on Facebook, Twitter, and other platforms. Be sure to tag us: @USDA, @FarmersGov, @usdaFSA, and @USDA\_AMS.*

- Farmers & ranchers can now apply for financial assistance through @USDA's Coronavirus Food Assistance Program. [farmers.gov/CFAP](https://farmers.gov/CFAP) [+ graphic option below]
- .@USDA is now accepting applications for the Coronavirus Food Assistance Program through August 28, 2020. [farmers.gov/CFAP](https://farmers.gov/CFAP) [+ graphic option below]
- .@USDA has a call center available to help with producers' CFAP questions. Call 877-508-8364. [+ graphic option below]

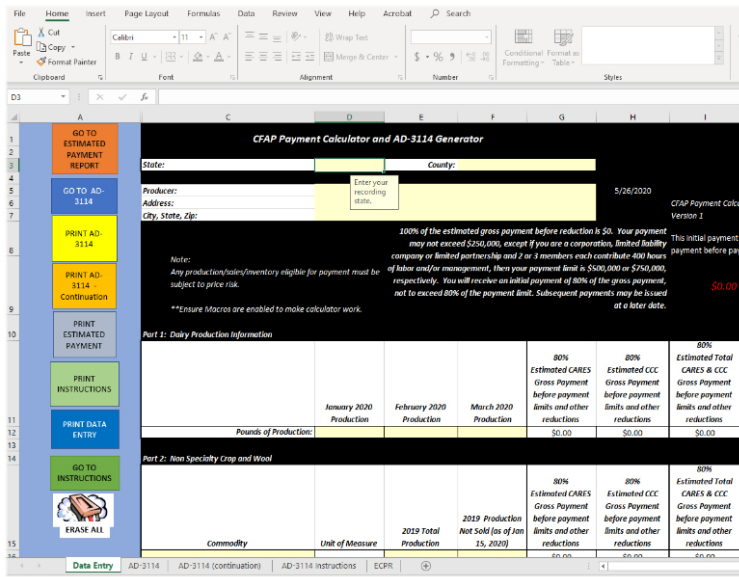



- .@USDA has an online calculator to help producers understand the sales & inventory records needed to apply & calculate potential payments. [farmers.gov/CFAP](https://farmers.gov/CFAP) [+ one of two graphic options below]
- .@USDA's online calculator tool will enable producers to print off a pre-filled CFAP application, sign, and submit to your local FSA office. [farmers.gov/CFAP](https://farmers.gov/CFAP) [+ one of two graphic options below]






United States  
Department of  
Agriculture






## CORONAVIRUS FOOD ASSISTANCE PROGRAM



Our CFAP Payment Calculator is available to assist with the CFAP application process.


[farmers.gov/CFAP](https://farmers.gov/CFAP)



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## Sample Posts for Instagram Story and Facebook Story

*Below are graphics for use on Instagram Story and Facebook Story. If your account is enabled to include links, please include [farmers.gov/CFAP](https://farmers.gov/CFAP). Be sure to tag us: @USDA, @FarmersGov, @USDA\_AMS.*

*We recommend a story with three graphics.*

