



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 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 of fact sheets on CFAP including a general CFAP fact sheet and commodity-specific fact sheets for non-specialty crops, wool, livestock, dairy and specialty crops. Please visit farmers.gov/cfap to access all fact sheets, which are available in English, Spanish and Puerto Rican Spanish.
- **Frequently Asked Questions:** These include recent questions that we have received from producers.
- **Educational Webinar Recordings:** FSA hosted commodity-specific CFAP webinars covering program basics and what producers should know to enroll in the program. Recordings of these webinars, and links to any upcoming webinars, can be found at farmers.gov/cfap under "CFAP Resources" and the "Videos and Webinars" tab.
- **CFAP Payment Dashboard:** Visit our online dashboard that tracks CFAP payments and applications by state. The dashboard updates each Monday by 2 p.m. EDT.

If you have questions, you can reach us at 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 application generator and payment calculator are available on farmers.gov/cfap.
- Producers with an eAuthentication account can now apply for CFAP via the [CFAP Application Portal](#).
- The CFAP Application Generator and Payment 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 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.
 - 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, and check Service Center status at 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.
- USDA has considered additional commodities to be eligible for CFAP by collecting information that is not currently available to USDA on potentially eligible commodities. Comments were submitted through June 22, 2020.

Updated 7-13-20



- On July 9, USDA announced an initial list of additional commodities that have been added to CFAP and USDA made other adjustments to the program based on comments received from agricultural producers and organizations and review of market data.
- The following commodities are now eligible for CFAP: alfalfa sprouts, anise, arugula, basil, bean sprouts, beets, blackberries, Brussels sprouts, celeriac (celery root), chives, cilantro, coconuts, collard greens, dandelion greens, greens (others not listed separately), guava, kale greens, lettuce – including Boston, green leaf, Lolla Rossa, oak leaf green, oak leaf red and red leaf – marjoram, mint, mustard, okra, oregano, parsnips, passion fruit, peas (green), pineapple, pistachios, radicchio, rosemary, sage, savory, sorrel, fresh sugarcane, Swiss chard, thyme and turnip top greens.
- Other program changes include:
 - Expanding for seven currently eligible commodities – apples, blueberries, garlic, potatoes, raspberries, tangerines and taro – CARES Act funding for sales losses because USDA found these commodities had a 5 percent or greater price decline between mid-January and mid-April as a result of the COVID-19 pandemic. Originally, these commodities were only eligible for marketing adjustments.
 - Determining that peaches and rhubarb no longer qualify for payment under the CARES Act sales loss category.
 - Dividing potatoes into fresh russets, other fresh, processing and seed, with payment rates attributed accordingly.
 - Correcting payment rates for apples, artichokes, asparagus, blueberries, cantaloupes, cucumbers, garlic, kiwifruit, mushrooms, papaya, peaches, potatoes, raspberries, rhubarb, tangerines and taro.
- If a producer submitted a CFAP application for a previously ineligible commodity, and the application was disapproved, the producer must submit a new CFAP application.
- If the producer submitted an application and was paid for CFAP but also has crops that are now considered eligible or are now eligible for CARES Act funding for sales losses, the producer should NOT submit a new application, but rather, contact the local FSA office to amend the application.
- For producers who have already applied for CFAP and whose commodities have experienced payment rate increases, FSA will automatically calculate the increase and issue a payment.
- For potato payments, producers will need to contact FSA to amend the application to identify the specific type of potatoes.



- Producers who have already applied will not be impacted by a payment rate decrease.
- USDA expects to announce additional eligible commodities in the coming weeks.



Newsletter Article

Additional Commodities Eligible for Coronavirus Food Assistance Program

U.S. Secretary of Agriculture Sonny Perdue announced an initial list of additional commodities that have been added to the Coronavirus Food Assistance Program (CFAP), and that the U.S. Department of Agriculture (USDA) made other adjustments to the program based on comments received from agricultural producers and organizations and review of market data. Producers will be able to submit applications that include these commodities on Monday, July 13, 2020. USDA's Farm Service Agency (FSA) is accepting through Aug. 28, 2020, applications for CFAP, which helps offset price declines and additional marketing costs because of the coronavirus pandemic. USDA expects additional eligible commodities to be announced in the coming weeks.

USDA collected comments and supporting data for consideration of additional commodities through June 22, 2020.

Changes to CFAP include:

- Adding the following commodities: alfalfa sprouts, anise, arugula, basil, bean sprouts, beets, blackberries, Brussels sprouts, celeriac (celery root), chives, cilantro, coconuts, collard greens, dandelion greens, greens (others not listed separately), guava, kale greens, lettuce – including Boston, green leaf, Lolla Rossa, oak leaf green, oak leaf red and red leaf – marjoram, mint, mustard, okra, oregano, parsnips, passion fruit, peas (green), pineapple, pistachios, radicchio, rosemary, sage, savory, sorrel, fresh sugarcane, Swiss chard, thyme and turnip top greens.
- Expanding for seven currently eligible commodities – apples, blueberries, garlic, potatoes, raspberries, tangerines and taro – CARES Act funding for sales losses because USDA found these commodities had a 5 percent or greater price decline between mid-January and mid-April as a result of the COVID-19 pandemic. Originally, these commodities were only eligible for marketing adjustments.
- Determining that peaches and rhubarb no longer qualify for payment under the CARES Act sales loss category.
- Correcting payment rates for apples, artichokes, asparagus, blueberries, cantaloupes, cucumbers, garlic, kiwifruit, mushrooms, papaya, peaches, potatoes, raspberries, rhubarb, tangerines and taro.

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Additional details can be found in the Federal Register in the [Notice of Funding Availability \(NOFA\)](#) and [Final Rule Correction](#) and at www.farmers.gov/cfap.

Producers have several options for applying to the CFAP program:

- Using an online portal, accessible at farmers.gov/cfap, allows producers with secure USDA login credentials—known as eAuthentication—to certify eligible commodities online, digitally sign applications and submit directly to the local USDA Service Center. New commodities will be available in the system on July 13, 2020.
- Completing the application form using our CFAP Application Generator and Payment Calculator found at 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, then signed and submitted to their local USDA Service Center. An updated version with the new commodities will be available on the website on July 13, 2020.
- Downloading the AD-3114 application form from 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 to check the status of your local office.

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.

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. For existing FSA customers, these documents are likely already on file.



Sample Posts for Facebook and Twitter

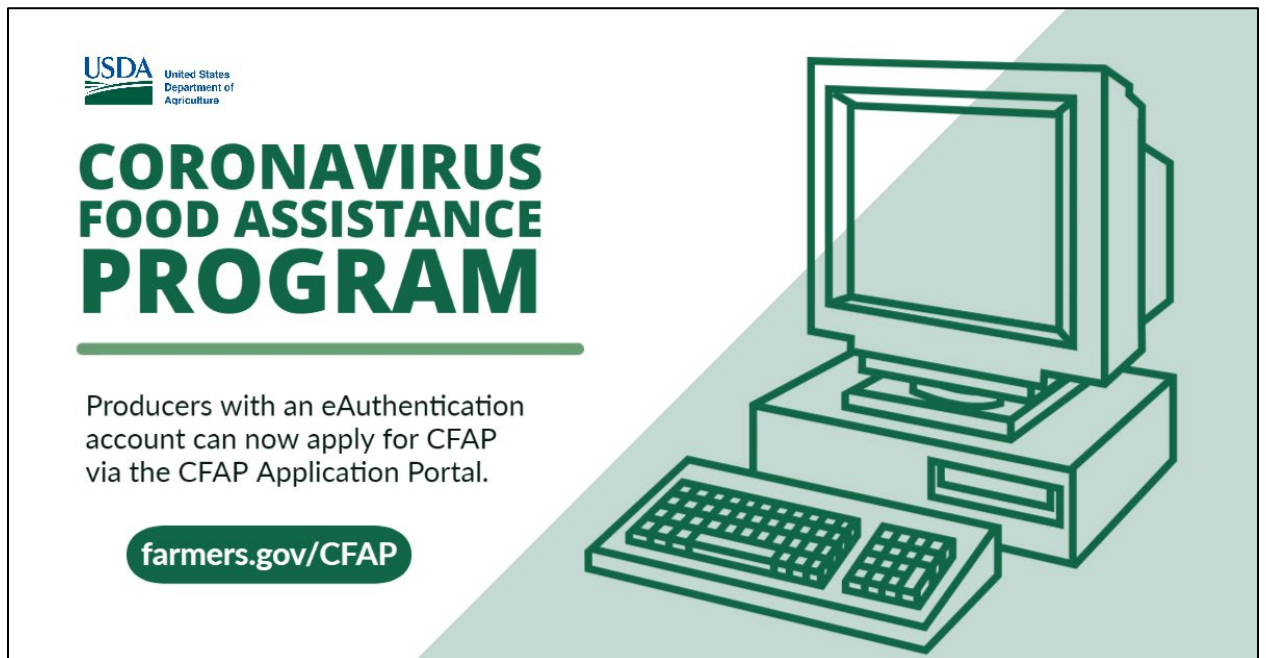
Below are social media posts for use on Facebook, Twitter, and other platforms. Be sure to tag us: @USDA, @FarmersGov, @usdaFSA, and @USDA_AMS.

- Farmers & ranchers can now apply for financial assistance through @USDA's Coronavirus Food Assistance Program. farmers.gov/CFAP [+ graphic option below]
- @USDA is now accepting applications for the Coronavirus Food Assistance Program through August 28, 2020. 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]
- Many new specialty crops are eligible for #CFAP. Already applied? Your application can be amended to include additional commodities. Haven't applied yet? Visit farmers.gov/cfap and learn how to apply. [+ graphic option below]



Updated 7-13-20

- [@USDA](#) has digital options when applying for #CFAP. Visit farmers.gov/cfap to learn more about the online application portal and other digital solutions. [\[+graphic option below\]](#)
- [@USDAFSA](#) offers several different options for submitting your #CFAP application, including submitting your application online. Learn more at farmers.gov/cfap. [\[+graphic option below\]](#)



- [@USDA](#) has a CFAP Application Generator and Payment Calculator to help producers understand the sales & inventory records needed to apply & calculate potential payments. farmers.gov/CFAP [\[+ graphic option below\]](#)
- [@USDA](#)'s CFAP Application Generator and Payment Calculator tool will enable producers to print off a pre-filled CFAP application, sign, and submit to your local FSA office. farmers.gov/CFAP [\[+ graphic option below\]](#)



CFAP Payment Calculator and AD-3114 Generator

State: _____ County: _____

Producer: _____ Enter your recording date: 5/26/2020

Address: _____

City, State, Zip: _____

Note: 100% of the estimated gross payment before reductions is \$0. Your payment may not exceed \$250,000, except if you are a corporation, limited liability company or limited partnership and 2 or 3 members each contribute 400 hours of labor and/or management, then your payment limit is \$500,000 or \$750,000, respectively. You will receive an initial payment of 80% of the gross payment, not to exceed 80% of the payment limit. Subsequent payments may be issued at a later date.

Part 1: Dairy Production Information

	January 2020 Production	February 2020 Production	March 2020 Production	80% Estimated CARES Gross Payment Before Payment Limits and Other Reductions	80% Estimated CCC Gross Payment Before Payment Limits and Other Reductions	80% Estimated Total CARES & CCC Gross Payment Before Payment Limits and Other Reductions
Pounds of Production:				\$0.00	\$0.00	\$0.00

Part 2: Non-Specialty Crop and Wood

	2019 Total Production	2020 Production Not Sold (as of Jan 15, 2020)	80% Estimated CARES Gross Payment Before Payment Limits and Other Reductions	80% Estimated CCC Gross Payment Before Payment Limits and Other Reductions	80% Estimated Total CARES & CCC Gross Payment Before Payment Limits and Other Reductions
Commodity					
Unit of Measure					

farmers.gov/CFAP



CORONAVIRUS FOOD ASSISTANCE PROGRAM



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

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. Be sure to tag us: @USDA, @FarmersGov, @USDA_AMS.

We recommend a story with three graphics.



**CORONAVIRUS
FOOD ASSISTANCE
PROGRAM**

Now accepting applications
through August 28, 2020




Learn More



**CORONAVIRUS
FOOD ASSISTANCE
PROGRAM**

USDA offers multiple ways
for you to apply for CFAP to
meet your business needs.




Sign Up Now



**CORONAVIRUS
FOOD ASSISTANCE
PROGRAM**

We have a call center available to
help with producers' questions.




Call us at 877-508-8364