Farm Organic Cost-Share Program Compliance

A checklist for Organic Cost-Share compliance, used by certified organic operations receiving certification cost-share to keep applications, agreements, records and reports in one place and confirm each rule with your FSA office.

Farm / unit: _____ Date: _____ By: _____

ITEM	OK	FIX	N/A
Organic Cost-Share application and approval letter	☐	☐	☐
Signed agreement and any amendments	☐	☐	☐
Certification certificate on file	☐	☐	☐
Certification fee receipts	☐	☐	☐
Application form and dates	☐	☐	☐
Payment records from the agency	☐	☐	☐
Payment or reimbursement records	☐	☐	☐
Reporting dates on your calendar	☐	☐	☐
Agency contact name and phone	☐	☐	☐

NOTES / REPAIRS NEEDED

TIP Confirm current rules and deadlines with your FSA office before each reporting period, and keep copies of everything you submit.