Farm Specialty Crop Block Grant Compliance

A checklist for Specialty Crop Block Grant compliance, used by specialty crop growers and groups with state grants to keep applications, agreements, records and reports in one place and confirm each rule with your state department of agriculture.

Farm / unit: _____ Date: _____ By: _____

ITEM	OK	FIX	N/A
Specialty Crop Block Grant application and approval letter	☐	☐	☐
Signed agreement and any amendments	☐	☐	☐
Approved project scope and budget	☐	☐	☐
Subaward agreement on file	☐	☐	☐
Receipts and invoices	☐	☐	☐
Outcome and final reports	☐	☐	☐
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 state department of agriculture before each reporting period, and keep copies of everything you submit.

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