

Farmers' Market Nutrition Program (FMNP)

Instructions for Completing Farmer Application

1. Fill in all boxes.
2. If an item does not apply, put "NA" in that block.
3. If you are applying for the first time, leave the WIC FMNP Vendor Stamp Number box blank.
4. Type or clearly print.
5. Complete both sides of the application. **Sign and date!**
6. Complete the **PRODUCE LIST** and return with the application.
7. Complete the **MARKET SHEET** if you plan to sell at approved farmers' market/s and return with the application.
8. If you plan to sell at your **attended** roadside stand, you must provide complete information for the stand.
9. Return the application, produce list and market sheet by mail, fax or e-mail.

Mail: Indiana State Department of Health
ATTN: FMNP Coordinator
2 North Meridian Street, Sec. 5E
Indianapolis, IN 46204

Fax: ATTN: FMNP Coordinator
317-233-5609

E-mail: lwilson2@isdh.in.gov

Applications with missing information **WILL NOT BE PROCESSED** and **WILL BE RETURNED TO YOU.**

Deadline for renewing farmers: May 15, 2016

Deadline for new farmers: October 1, 2016

If you have questions, please call 317-233-1327, 7:30am – 4:00pm Monday – Friday.



APPLICATION AND AGREEMENT FOR FARMERS TO PARTICIPATE IN THE WIC FARMERS' MARKET NUTRITION PROGRAM (FMNP)

State Form 52585 (R9 / 1-16)

Indiana State Department of Health

- INSTRUCTIONS:**
1. Fill out all blocks. This application will be returned to you without processing if any information is missing. If an item does not apply, put "NA" in that block. Do not use abbreviations in any area on the application. If you are a new farmer, leave the WIC FMNP Vendor Stamp Number box empty; you will be provided a number.
 2. Type or clearly print all information. Complete both sides of this form.
 3. Send the completed form to: Indiana State Department of Health, ATTN: FMNP Coordinator, Indiana WIC FMNP, 2 North Meridian St. Sec. 5E, Indianapolis, IN 46204.

Applicant Information				
Last Name		First Name		Middle Initial
Mailing Address (Number, Street, P.O. Box)				
City		State	ZIP code	County
WIC FMNP Vendor Stamp Number		Email Address		Telephone Number (Include Area Code) ()
Physical Address Where Produce is Grown (if different from mailing address)				
Address (Number, Street)				
City		State	ZIP code	County
Where You Will Sell Your Produce				
Farmers' Market(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No (Complete Market Sheet and attach.)				
Roadside Stand(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No (List name(s) and address(es) below and complete the schedule section.)				
Roadside Stand Schedule and Hours (Attendant MUST be present during listed hours.)				
Date Farm Stand scheduled to open in Spring: _____ (mm/dd/yyyy)		Date Farm Stand scheduled to close in Fall: _____ (mm/dd/yyyy)		
Farm Stand days and hours of operation:		Wednesday: _____ to _____		
Sunday: _____ to _____		Thursday: _____ to _____		
Monday: _____ to _____		Friday: _____ to _____		
Tuesday: _____ to _____		Saturday: _____ to _____		
Produce and FMNP Handbook (Check boxes and fill in the blanks.)				
I raise/grow more than half of the produce I sell. <input type="checkbox"/> Yes <input type="checkbox"/> No		I agree to sell only fruits and vegetables that are locally grown as defined by the FMNP Handbook. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Number of acres in production: _____		I have read and agree to follow guidelines of the FMNP Handbook. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Name of person(s) who own(s) the acreage: _____		I have completed and attached the Produce List. <input type="checkbox"/> Yes <input type="checkbox"/> No		
What percentage of your products sold will be fresh fruits and vegetables? _____%				
By completing and signing, both the applicant and the authorized state representative enter into an agreement for the vendor/farmer to provide locally grown fresh fruits and/or vegetables to participants of the Indiana Farmers' Market Nutrition Program (FMNP) at approved Farmers' Markets and/or farm stand(s). This agreement is under the regulations published by the United States Department of Agriculture, Food and Nutrition Service as authorized by Public Law 102-314 enacted July 2, 1992.				

FMNP Vendor Agreement

The Agreement will begin upon signature of both parties and will end November 30, three (3) years from the date the agreement is signed, and it is subject to the following conditions:

A. Vendor/Farmer Agrees To:

1. Exchange only fresh, unprocessed, locally grown fruits and vegetables for FMNP checks.
2. Redeem checks only at an authorized farmers' market or authorized farm stand and under the conditions outlined in the FMNP Handbook.
3. Provide eligible foods at the same price or less than is charged to other customers at the market and/or roadside stand.
4. Mark or post current prices clearly either on the foods or on a sign next to or in front of foods.
5. Clearly identify or separate eligible foods from ineligible foods.
6. Display the WIC Farmers' Market Nutrition Program stall sign provided by the Indiana FMNP Program.
7. Permit no cash change for purchases that are for an amount less than the FMNP checks.
8. Obtain the FMNP participant's signature on the check upon completion of the transaction.
9. Mark each check with the farmers' vendor I.D. stamp on the front, endorse each check on the back, and submit checks for payment to the farmer's bank on or before **November 7** of the current year in accordance with procedure established by the Indiana WIC Program.
10. Ensure no state or local taxes are collected on purchases made with FMNP checks.
11. Pay the Indiana WIC Program for any checks redeemed in violation of this agreement.
12. Do not seek restitution from FMNP participants for checks not paid by the Indiana WIC Program.
13. Follow civil rights requirements as outlined in the FMNP Handbook.
14. Notify the Indiana State Department of Health (ISDH) FMNP if operation ceases or changes during the season.
15. Allow the state or authorized representatives of the state to monitor operation for compliance with FMNP requirements, including both overt and covert monitoring.
16. Provide any information the ISDH may require for its periodic reports to Food and Nutrition Service (FNS).
17. If applicable, ensure an attendant is present on the days and times listed on the application as those on which the farm stand is open.

B. The Indiana WIC Program agrees to:

1. Ensure payment of a check submitted by vendor is timely, if vendor meets all the check redemption and submission requirements.
2. Provide training to vendors on all required program procedures.
3. Provide vendor FMNP stamp and stall sign to new vendors.
4. Provide official clarification of the FMNP Handbook and applicable FMNP rules when requested.
5. Provide written notification of noncompliance observations involving the vendor as described in the FMNP Handbook.

C. General Conditions:

1. Neither the Indiana WIC Program nor the vendor has an obligation to renew the agreement.
2. The Indiana WIC Program may disqualify or provide other sanctions against a vendor in accordance with policy in the FMNP Handbook.
3. Sanctions provided against vendor may include a warning letter, an official letter of non-compliance from the state, a suspension, or disqualification from accepting FMNP checks for one or more seasons.
4. The vendor may appeal a denial of an application, disqualification, or other sanction of a Program violation as set forth in the FMNP Handbook.
5. The vendor is accountable for the actions of all employees on the premises who are acting on behalf of the vendor and will accept training and provide training to employees regarding FMNP rules and procedures.
6. The agreement is not assignable or transferable.
7. The vendor may terminate the agreement for any reason.
8. Signing of the agreement constitutes that the vendor has reviewed and agrees to follow the FMNP Handbook.
9. The Indiana WIC Program does not guarantee that participants will redeem checks with the vendors.
10. The state may authorize special exceptions to FMNP rules and procedures involving unique circumstances; however, such shall not be effective until written notification is received by the vendor.
11. In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
 - (2) fax: (202) 690-7442; or
 - (3) email: program.intake@usda.gov.
- This institution is an equal opportunity provider.

(Print or type full name)

Vendor Signature

Date (mm/dd/yyyy)

Signature of Indiana State Department of Health Official (completed by state)

Indiana State Department of Health FMNP Representative

Date (Month/Day/Year)

PRODUCE LIST

Check each item you plan to grow and sell
Return with your completed application

Fresh Vegetables

- | | |
|--|--|
| <input type="checkbox"/> asparagus | <input type="checkbox"/> onions |
| <input type="checkbox"/> beans (pole or bush) | <input type="checkbox"/> parsnips |
| <input type="checkbox"/> beets | <input type="checkbox"/> peas |
| <input type="checkbox"/> bok choy | <input type="checkbox"/> peppers (any variety) |
| <input type="checkbox"/> broccoli | <input type="checkbox"/> potatoes |
| <input type="checkbox"/> brussels sprouts | <input type="checkbox"/> pumpkin (edible) |
| <input type="checkbox"/> cabbage | <input type="checkbox"/> radishes |
| <input type="checkbox"/> carrots | <input type="checkbox"/> rhubarb |
| <input type="checkbox"/> cauliflower | <input type="checkbox"/> rutabagas |
| <input type="checkbox"/> corn | <input type="checkbox"/> scallions |
| <input type="checkbox"/> cucumbers | <input type="checkbox"/> soybeans (edible) |
| <input type="checkbox"/> eggplant | <input type="checkbox"/> spinach |
| <input type="checkbox"/> garlic | <input type="checkbox"/> sprouts |
| <input type="checkbox"/> greens (any variety) | <input type="checkbox"/> squash (any variety) |
| <input type="checkbox"/> herbs (cut/edible) | <input type="checkbox"/> squash blossoms |
| <input type="checkbox"/> kohlrabi | <input type="checkbox"/> sweet potatoes / yams |
| <input type="checkbox"/> leeks | <input type="checkbox"/> tomatillos |
| <input type="checkbox"/> lettuce (any variety) | <input type="checkbox"/> tomatoes |
| <input type="checkbox"/> lima beans | <input type="checkbox"/> turnips |
| <input type="checkbox"/> mushrooms | <input type="checkbox"/> watercress |
| <input type="checkbox"/> okra | <input type="checkbox"/> zucchini |

Fresh Fruits

- | | |
|---------------------------------------|--|
| <input type="checkbox"/> apples | <input type="checkbox"/> huckleberries |
| <input type="checkbox"/> apricots | <input type="checkbox"/> melons |
| <input type="checkbox"/> blackberries | <input type="checkbox"/> nectarines |
| <input type="checkbox"/> blueberries | <input type="checkbox"/> peaches |
| <input type="checkbox"/> cantaloupe | <input type="checkbox"/> pears |
| <input type="checkbox"/> cherries | <input type="checkbox"/> persimmons |
| <input type="checkbox"/> currants | <input type="checkbox"/> plums |
| <input type="checkbox"/> elderberries | <input type="checkbox"/> raspberries |
| <input type="checkbox"/> gooseberries | <input type="checkbox"/> strawberries |
| <input type="checkbox"/> grapes | <input type="checkbox"/> watermelon |
| <input type="checkbox"/> honeydew | |

MARKET SHEET

Monday, February 01, 2016

2:36:30 PM

Check each Farmers' Market at which you plan to sell. Return with your completed application.

County	Market Name	Address	City
Allen			
	____ South Side Farmers' Market	3300 Warsaw St	Fort Wayne
	____ Historic West Main Street Farmers' Market	1936 W Main St	Fort Wayne
Bartholomew			
	____ Columbus Farmers Market	501 Brown St (Cummins parking lot)	Columbus
Benton			
	____ Town Square Market	NE corner of Justus & McConnell St (Oxford Town Square)	Oxford
Cass			
	____ Logansport Farmers' Market	4th St & East Market St	Logansport
Clark			
	____ Jeffersonville Farmers' Market (Sat)	Market St & Mulberry St (Big Four Station park)	Jeffersonville
	____ Jeffersonville Farmers' Market (Tue)	2710 E 10th St (Jeffersonville High School entrance)	Jeffersonville
Clinton			
	____ Frankfort Farmers' Market	251 E Clinton St (Ivy Tech parking lot)	Frankfort
Crawford			
	____ English Farmers Market	1031 E State Road 64	English
Dearborn			
	____ Lawrenceburg Farmers' Market	parking lot between 9 & 27 High St	Lawrenceburg
Decatur			
	____ Greensburg Farmers' Market	150 Courthouse Square	Greensburg
Delaware			
	____ Minnetrista Farmers Market	1200 N Minnetrista Pkwy	Muncie
	____ Yorktown Farmers' Market	SE Corner Morrow's Meadow Park on Tiger Dr	Yorktown
Elkhart			
	____ Goshen Farmers Market	212 W Washington St	Goshen
	____ Nappanee Farmers' Market	401 E Market St (Coppes Commons)	Nappanee
Floyd			
	____ New Albany Farmers Market	202 E Market St	New Albany
Franklin			
	____ Brookville Farmers' Market	S Main St (vacant lot)	Brookville
Fulton			
	____ Fulton County Farmers' Market	822 Main Street (east & west sides of courthouse)	Rochester
Grant			
	____ Grant County Farmers Market-Gas City	SR 22 / 1000 Main St (E of McDonalds)	Gas City
	____ Grant County Farmers Market-Marion	SR 18 (N Courthouse Square downtown)	Marion
	____ Marion Open Air Market	1500 S Western Ave	Marion
Greene			
	____ Linton Farmers' Market	Humphreys Park, State Rd 54	Linton
	____ Bloomfield Farmer's Market	1 W Main St (west side of courthouse lawn)	Bloomfield

County	Market Name	Address	City
Hamilton			
	____ Noblesville Farmers' Market	205 W Conner St (crnr SR 32 & SR 19, Riverview overflow lot)	Noblesville
	____ Fishers Farmers Market	5 Municipal Drive behind Town Hall	Fishers
Hancock			
	____ Hancock Harvest Market at the Fairgrounds	602 N Apple St	Greenfield
	____ Fortville Farmers Market	701 S Maple St	Fortville
Harrison			
	____ Harrison County Farmers Market	1390 Old Hwy 135	Corydon
	____ Fred Cammack Corydon Farmers' Market	124 S Mulberry St	Corydon
Hendricks			
	____ Plainfield Chamber Farmers' Market	105 S East St (SR 267 N & US 40)	Plainfield
	____ Pittsboro Farmer's Market	52 E Main St (Scamahorn Park)	Pittsboro
	____ Brownsburg Farmers Market	61 N Green St	Brownsburg
	____ Danville Farmers' Market	10 S Jefferson St	Danville
	____ Avon Farmers' Market	3244 E US Hwy 36 (Hendricks Regional Health)	Avon
Henry			
	____ Henry County Farmers' Market	100 S Main St	New Castle
Howard			
	____ Kokomo Downtown Farmers' Market	Mulberry St & Washington St intersection	Kokomo
Jackson			
	____ Downtown Seymour Farmers' Market	Corner Walnut & St Louis Ave	Seymour
Jefferson			
	____ Madison Farmers' Market	Broadway Fountain Park Main & Broadway	Madison
Jennings			
	____ Jennings County Farmers' Market	604 N State St, Shelter 2 (North Vernon City Park)	North Vernon
Johnson			
	____ Franklin Farmers' Market	78 S Jackson St	Franklin
	____ Old Town Greenwood Farmers' Market	525 N Madison Ave (Greenwood United Methodist Church)	Greenwood
Knox			
	____ Vincennes Historical Farmers' Market	102 N 2nd St (Riverfront Pavillion)	Vincennes
Kosciusko			
	____ Kosciusko County Farmers' Market	150 W Center St	Warsaw
La Porte			
	____ Uptown Farmers Market	8th St & Washington St	Michigan City
	____ LaPorte Farmers' Market	Lincolnway & Monroe St	La Porte
Lagrange			
	____ LaGrange Farmers' Market	Townline Rd & Detroit St (00Ew & SR 9)	LaGrange
Lake			
	____ Highland Street Market	3001 Ridge Rd (Main Square Park)	Highland
	____ City of Crown Point Farmers' Market	S Main St & E Walnut St	Crown Point
Lawrence			
	____ Bedford Farmers' Market Courthouse Square	924 16th St (J St side of Courthouse Square)	Bedford

County	Market Name	Address	City
Madison			
_____	Pendleton Farmers' Market	299 Falls Park Drive	Pendleton
Marion			
_____	Market at Hague	7800 N Hague Rd (Lawrence North High School, north parking lot)	Indianapolis
_____	Original Farmers' Market at Indpls City Market	222 East Market St	Indianapolis
_____	Broad Ripple Farmers' Market	1115 Broad Ripple Ave	Indianapolis
_____	Beautify Beech Grove / Emporium Farmers' Market	3535 S Emerson Ave	Beech Grove
_____	Cumberland Farmers Market	11501 E. Washington St	Cumberland
_____	Irvington Farmers' Market	5301 E St Clair St (Ellenberger Park)	Indianapolis
_____	38th & Meridian Farmers' Market	3808 N Meridian St	Indianapolis
_____	Beech Grove Farmers' Market	510 Main Street	Beech Grove
Marshall			
_____	Plymouth Farmers Market	Corner of Garro & Water	Plymouth
Monroe			
_____	Ellettsville Farmers' Market	631 W Edgewood Drive	Ellettsville
_____	Wednesday (Blooming Foods) Farmers' Market	3220 E 3rd St	Bloomington
_____	Bloomington Community Farmers' Market	401 N Morton St	Bloomington
Montgomery			
_____	Crawfordsville Farmers Market	Courthouse parking lot, crnr of Market & Washington	Crawfordsville
Morgan			
_____	Morgan County Farmers' Market Martinsville	Northwest Side Courthouse Square	Martinsville
_____	Morgan County Farmers' Market Mooresville	Corner of Indiana & Main St	Moorseville
Orange			
_____	Orange County HomeGrown - French Lick	Hwy 56 at Railway Museum	French Lick
_____	Orange County HomeGrown - Orleans	West side of Congress Square Park	Orleans
_____	Orange County HomeGrown - Paoli	735 N Gospel St (Hwy 37) Walmart parking lot	Paoli
Owen			
_____	Owen County Farmers' Market	459 W Morgan St	Spencer
Perry			
_____	Tell City Farmers Market	Tell City Depot 333 7th St	Tell City
Porter			
_____	Valparaiso Central Park Plaza Market	63 Lafayette St	Valparaiso
Posey			
_____	Mt Vernon Farmers' Market	1006 E 4th St	Mt Vernon
_____	Wadesville Farmers Market	7100 Springfield Rd	Wadesville
Putnam			
_____	Greencastle Farmers' Market	North & East sides of Courthouse Square	Greencastle
Ripley			
_____	Ripley County Farmers Market At Osgood	125 S Buckeye St	Osgood
_____	Market on the Square	115 N Main Street	Versailles
Rush			
_____	Heart of Rushville Farmers' and Artisans' Market	223-227 N Main St	Rushville

County	Market Name	Address	City
Scott			
	____ Scott County Farmer's Market	The Heritage Station Train Depot, N Main St	Scottsburg
Shelby			
	____ Shelby County Farmers' Market	Shelbyville Public Square, east side	Shelbyville
St. Joseph			
	____ Urban Garden Market-Western Ave	2015 Western Ave	South Bend
	____ Purple Porch Co-op Farmer's Market	123 N Hill St	South Bend
	____ Urban Garden Market-Lincoln Way	2806 Lincoln Way West	South Bend
	____ South Bend Farmers' Market	1105 Northside Blvd	South Bend
Steuben			
	____ Steuben County Farmers Market-Wednesday	519 N Wayne St (Snyder Laundry Mat)	Angola
	____ Steuben County Farmers Market-Saturday	317 S Wayne St (Community Center parking lot)	Angola
Tippecanoe			
	____ Historic Lafayette Farmers' Market	100 N 5th Street	Lafayette
	____ West Lafayette Farmers' Market	Cumberland Park, 3065 Salisbury St	West Lafayette
Vanderburgh			
	____ Franklin Street Bazaar	2000 W Franklin St	Evansville
	____ Deaconess Downtown Farmers' Market	600 Mary St	Evansville
	____ Downtown Evansville Farmers' Market	Second St & Sycamore St	Evansville
Vigo			
	____ Downtown Terre Haute Farmers' Market	900 Wabash Ave (Clabber Girl Festival Marketplace)	Terre Haute
Wabash			
	____ Wabash Farmers Market	275 W Market St (Honeywell parking lot)	Wabash
	____ North Manchester Farmers' Market	500 E Main St (Wayne & Main, Riverbridge Electric parking lot)	N Manchester
Washington			
	____ Washington County Artisans and Farmers' Market	Pekin Park	Pekin
	____ Washington County Farmers' Market	Fairgrounds on East Market St	Salem
Wayne			
	____ Richmond Farmers' Market	North 7th St & North A St (Library Parking Lot)	Richmond
Whitley			
	____ Whitley County Farmers' Market	Chauncey St & Market St (Courthouse)	Columbia City