



Producer Intake Form 2014/2015

Information will be used to:

- Help Groundbreakers meet its objectives for supporting producers
- Select producers in the event that more than one producer wants to provide the same product
- Negotiate contracts with committed producers
- Promote producers (as one of Groundbreakers partners)

Process for being a producer for Groundbreakers.

- 1) Identify producers and products (meeting and/or intake form) by mid March.
- 2) Negotiate contracts with producers by the end of April.
- 3) Producers are expected to participate in the following:
 - a) annual producer orientation (late winter/early spring)
 - b) annual producer site visit
 - c) year end evaluation / feedback meeting
- 4) Producers are encouraged, but not obligated to:
 - a) host CSA work bees (organized by Groundbreakers) as part of their contract
 - b) join a Groundbreakers committee (social enterprise and/or charity branch)
- 5) Producers will receive a preseason payment of approximately 25% of the contract price and then receive installment payments throughout the season.
- 6) Please know your rights and obligations before committing to being a producer. You are welcome to review a draft producer contract and ask question about any concerns you may have.

Please keep this page and complete pages 2 and 3 for Groundbreakers.



NAME OF PRODUCER:

Mailing address:

Phone Number:

Email:

1. Groundbreakers would like to support all types of growers (new, old, large, small). Therefore, what percentage of your total income do you get from farming. Circle one:
10% - 20% 20% - 80% 80% - 100%

2. How many years have you produced commercially? Circle one:
1 year 3 years 5 or more years

3. To ensure quality control:
 - a. Do you have your own HACPP? Circle one: No Yes
 - b. Do you have food safe training? Circle one: No Level One Level Two
 - c. Please describe in point for the most important things you do for each of the following that help with quality control:
 - a. Planting and growing.

 - b. Harvest / process (e.g. hydro cooling).

 - c. Storage and transport.

4. Involvement in other areas of agriculture:
 - a. Please describe in point form your involvement in local agriculture.

 - b. Please describe any past, current, future involvement with Groundbreakers (including number of years on committees).

5. Groundbreakers encourages natural production but acknowledges the many approaches to agriculture.

- a. Please explain any pesticides, herbicides, synthetic fertilizer you use and/or your level of organic farming.
 - b. Do you have an Environmental Farm Plan? Circle one: No Yes
6. Part of Groundbreakers mission is to increase appreciation and participation in agricultural activities. To do this, and to support you, we would organize work bees on your farm. The number of supervised volunteer hours each year would be based on the total value of your contract. Please answer the following:
- a. Name the 3 months that would be best for you to host a work bee:
 - b. How many people would you like at each work bee?
 - c. Please check if not interested in work bees: _____
7. Is there any other information or reasons you should be chosen as a producer?
8. **Products:** Using the following chart, please list the products you would like to produce **in order of preference**. For each product please indicate the following:
- a. **Regularity:** Would you supply the product weekly, biweekly, once or twice for the season, or monthly during the winter?
 - b. **Availability:** When is the product available – specific months; April, May, Sept, Oct; all summer; all winter; or all year?
 - c. **Quantity:** How much would you supply each time (e.g. one head of lettuce per week, one dozen eggs every two weeks, 3 kg of squash at the end of summer, etc.). **Please use metric.**
 - d. **Price:** What is your market price
 - e. **Capacity:** Could you supply enough product for 50, 70, or more than 70 boxes?
 - f. **Capital investment** to increase productivity for the specified product: Have you recently made an investment, planning to, would consider it, or not interested?

Product	a. Regularity	b. Availability	c. Quantity	d. Price	e. Capacity	f. Capital Investment
1.						
2.						
3.						
4.						
5.						
6.						