



## Farmers' Market Federation of New York

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### Farmers' Market Wireless EBT (Electronic Benefits Transfer) Program Farmers Market Application/Agreement

I/we operate a multi-vendor farmers market authorized by the USDA Food and Nutrition Service (FNS) as a vendor in the Food Stamp Program. I wish to participate in this program to enable Food Stamp/EBT (Electronic Benefit Transfer) program participants to make purchases of eligible food products from farmers or vendors at our market. I understand that the wireless terminal operates by electronically transferring the amount of an EBT purchase made with a customer's "NYS Benefit Card" (debit card) from his/her Food Stamp/EBT account to the market's bank account using EBT card services and wireless data networks. I understand that use of the terminal assures on-line verification of valid EBT cards/accounts and funds availability and transfer. I understand that I may use a single terminal at multiple farmers markets under our auspices on different days of the week.

I/we understand that to enable the project to operate at our market(s), we must operate a "Farmers Market EBT Token System" that will enable Food Stamp/EBT customers to make purchases of \$1.00 denomination "Farmers Market EBT Tokens" from an "EBT manager's booth/table" at the market for customers' use in making purchases of eligible food and plant products from participating farmers and vendors. I understand that we will be responsible for making EBT transactions and issuing EBT tokens for Food Stamp/EBT customers during normal business hours of the market during the market's season, and for securing the EBT tokens against loss or theft. I understand that we will be responsible for redeeming the tokens from participating farmers and vendors on a daily basis, keeping records of redemptions, and providing reimbursement on a weekly basis using funds from an "EBT checking account" into which the wireless EBT transactions are credited when the tokens are purchased by EBT consumers at the market. I understand that this account will be debited monthly for monthly wireless and service charges which will be reimbursed by the Federation (see below).

I/we understand that funding for this project - provided to the Federation by New York State under a contract with the New York State Office of Temporary and Disability Assistance - is limited. I/we understand that the Federation, which is administering the program under contract with the New York State Department of Agriculture and Markets, will provide a wireless terminal using a wireless data network free-of-charge on a first-come first served basis to farmers markets who apply to participate in the project, and also provide support materials and services (see below). I understand that the Federation cannot fund or reimburse the cost of personal services for the "EBT manager" or other market staff who will operate the terminal, keep records of EBT tokens sold to EBT customers and redeemed by farmers/vendors, reimburse farmers and vendors for the tokens, or perform promotional or other services in support of the project, or fund or reimburse the cost of printing copies of promotional posters/flyers from the computer files to be supplied (see below).

I/we understand that it is the market's responsibility to recruit participation in the project by farmers and vendors at our market with Food Stamp/EBT eligible food products, to obtain a EBT Program Participation Agreement from each, and to instruct farmers and vendors in Farmers Market EBT rules and procedures, including acceptance of EBT tokens for eligible items only, "no change", daily redemption of EBT tokens, and posting of "We Gladly Accept EBT Tokens signs".

I/we understand that to participate, our market must operate for at least four months, complete this application, and complete a separate service provider application to establish a service provider account under which EBT card transactions can be made using the wireless terminal and are credited to the market's bank account linked to the terminal. Upon receipt of both applications, I understand the Federation will program and deliver a wireless terminal to enable EBT transactions to be made.

I/we understand that in addition to providing a wireless terminal, the Federation will provide: (1) a supply of Farmers Market EBT tokens printed with our market's name; (2) "We Gladly Accept EBT Tokens" point-of sale signage for distribution to farmers with EBT eligible food and plant products; (3) EBT Information/Participation Agreements for issuance to farmers/vendors; (4) token logs; (5) a media kit on DVD of materials for use in promoting EBT sales at the market(s); (6) a "We Gladly Accept EBT" banner for use at the EBT Manager's booth/table; and (7) reimbursement for monthly wireless service and EBT transaction fees that will be charged monthly to the market's bank account by wireless service provider. I understand that the wireless service provider will debit our bank account monthly for the wireless service fees and EBT transaction fees and that the market must maintain adequate balances in the checking account to accommodate the fees until the end of the season when the Federation makes reimbursement.

I/we understand that the wireless terminal to be provided under this program is the property of New York State, is for use only by our market, and may not be transferred, assigned, or subleased. I understand that if the terminal is lost, stolen, or damaged due to accident or misuse, and is not available or operable, the Federation or New York State is not responsible for replacing or repairing it. The



**I/we plan to use the wireless terminal at the following farmers markets:**

**(1) Market location** \_\_\_\_\_

Days and Hours of Operation \_\_\_\_\_

Start month and date \_\_\_\_\_ End month/date \_\_\_\_\_

Market EBT Manager \_\_\_\_\_ Phone/Cell phone \_\_\_\_\_

**(2) Market location** \_\_\_\_\_

Days and Hours of Operation \_\_\_\_\_

Start month and date \_\_\_\_\_ End month/date \_\_\_\_\_

On-site EBT Manager \_\_\_\_\_ Phone/Cell phone \_\_\_\_\_

**(3) Market location** \_\_\_\_\_

Days and Hours of Operation \_\_\_\_\_

Start month and date \_\_\_\_\_ End month/date \_\_\_\_\_

On-site EBT Manager \_\_\_\_\_ Phone/Cell phone \_\_\_\_\_

**(4) Market location** \_\_\_\_\_

Days and Hours of Operation \_\_\_\_\_

Start month and date \_\_\_\_\_ End month/date \_\_\_\_\_

On-site EBT Manager \_\_\_\_\_ Phone/Cell phone \_\_\_\_\_

**Number of farmers and vendors by product at the market(s)**

Market location/day of week \_\_\_\_\_

Fruit and vegetable growers \_\_\_\_\_

Plant/herb/flower growers \_\_\_\_\_

Meat/poultry producers \_\_\_\_\_

Dairy producers \_\_\_\_\_

Maple or honey producers \_\_\_\_\_

Baked goods producers \_\_\_\_\_

Non-local food vendors \_\_\_\_\_

\*Ready-to-eat food vendors \_\_\_\_\_

\*Wineries \_\_\_\_\_

\*Non-food vendors\* \_\_\_\_\_

Other (list: \_\_\_\_\_)

Total number of vendors \_\_\_\_\_

Number EBT-eligible \_\_\_\_\_

(\*Ineligible to accept EBT tokens)

**Please list any non-food items sold at the market** \_\_\_\_\_

\_\_\_\_\_