New Entry Sustainable Farming Project

A Program of:
Tufts University, Friedman School of Nutrition Science and Policy
Agriculture Food and Environment Program
and
Third Sector New England
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Purpose of Farmer Manual

The purpose of the New Entry Farmer Manual is to provide information you need to participate in our farmer training programs. Our project helps you:

- Get access to land at affordable rates
- Get basic farm supplies, training, and limited technical assistance so you can get started on a farm right away
- Plan and move onto your own farm

There are many resources the New Entry offers and many steps you can take to become a successful farmer. There are also many things you can do so that you farm:

- Safely
- Legally
- Responsibly

Many of these practices and rules are outlined in this manual. Some of the rules come from the landowners, some come from farmers participating in the program, and others come from commitments New Entry makes to groups who support the project. All of the rules are important for you to know so that you can be successful on your farm.

This manual also provides:

- Training schedule for this season
- Basic information on the fees, schedules, and rules of the New Entry training farms
- Contact information for New Entry staff
- Contact information for your fellow farmers (including where they are farming)

Please read each section very carefully and make sure you understand what we expect from you and what you can expect from us. If you have any questions, please talk to New Entry staff.

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New Entry Program Description

Now that you have finished the Farm Business Training Course and completed an approved business plan, you can participate in a 3-4 year program to help you with your new farm business. The program has two parts that work together:

A. Beginning Farmer: We help you to start your farming business. You will receive assistance all year long for three years to help you grow your crops and grow your business. You can choose to farm either on our training sites or on your own land. We will help you to implement your farm business plan, get farmland to grow crops, and find markets to sell your products.

B. Independent Farmer: We also help you to become successful as a farmer on your own after three years of building your production history. Together, we will plan for this independent farming business. We will help you to build your farm skills, find your own land to farm, and learn to manage your farm on your own. At the end of 3 years, we want you to have a viable independent farming business and to be successful on your farm.

A. Beginning Farming Program - What we provide for you:

Land to farm: You can rent land at one of our training farm sites. We will help with primary tillage, irrigation, equipment, storage, and other services. If you have your own land, we can give you advice on how to get it ready for farming.

Before the season: We help you one-on-one with

- Planning your crops and markets
- Ordering seeds and seedlings
- Getting permits and insurance

Training and on-farm assistance: We offer hands-on training so that you can learn to

- Plant crops
- Utilize season extension resources
- Set up irrigation systems
- Control weeds, pests, and diseases safely
- Use farm equipment
- Establish cover crops

We also offer workshops and tours of markets and other farms.

Markets: We help you find places to sell your crops and get the best prices for them. You can also join the World PEAS CSA to sell your crops.

Keeping records: We help you keep track of: what you plant, pest problems, what you harvest and sell, and your income and expenses to establish a production history to qualify for federal programs.

Managing your farm business plans: We review your business plan regularly and help you make changes as needed.

Loans and credit: We can help you request a small loan through farmer lending programs.
**Beginning Farming Program – What we require from you**

**Completion of Business Training Course:** You must complete the Business Planning Course and develop a viable business plan before you begin to farm.

**Required Trainings:** You must attend the pest management and equipment safety training in order for you to learn how to operate safely and legally on your farm.

**Attendance at Trainings:** You must attend at least 2/3 of the trainings during the season so that you can learn how to operate your own farm successfully.

**Agreement to Follow the Farmsite rules:** You must agree to the site guidelines and pesticide use rules and follow them all season so that you can operate your farm successfully.

**Recordkeeping:** We expect you to keep good records of:
- Crops planted with a map of crop locations
- Water use
- Pesticide use
- Expenses
- Sales and revenues

You must share these with New Entry staff so that they can evaluate progress toward your farm goals and help you to become successful.

**Meetings with staff:** You will be expected to meet with New Entry staff on a regular schedule to work on and review your production and marketing needs. You are also expected to be available for farmer site meetings, public events, and farm tours that are scheduled. You will be given as much advance notice as possible. It is your responsibility to communicate your availability to staff organizing the meetings.
B. Independent Farmer Assistance: What we will provide for you:

Help in finding farmland: We will help you understand what kind of land you will need for your farming business. We will help you to find land and provide you with information regarding how to lease or buy land.

Community connections: We will help you connect with community programs and farming resources in your area.

Hands-On Field Workshops: We will provide workshops so that you can learn about farming topics that are important to you.

One-on-one Assistance: Our staff will be available to help you to learn skills you need to become an independent farmer.

Independent Farmer Assistance: What we require from you:

Farming goals: You will work with New Entry staff to make a plan for your independent farm and to plan all the steps you will take to get there.

Attendance at workshops: You are invited to attend farm training workshops and conferences recommended by New Entry.

Meetings with staff: You will be expected to meet with New Entry staff on a regular schedule to work on and review your independent farm plan.

Records of progress: You will keep records about how you are meeting your goals. Your records of progress will help New Entry staff assist you to become an independent farmer and will qualify you to access other state, federal and local partner programs.
# 2015 Fees / Payments

<table>
<thead>
<tr>
<th>Fee</th>
<th>Due Date</th>
<th>Fee Includes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Land Rental</strong></td>
<td>April 15th</td>
<td>• Spring/fall primary tillage&lt;br&gt;• Field scale PH/ fertility applications&lt;br&gt;• Landowner fees&lt;br&gt;• Sanitary facilities&lt;br&gt;• Access to irrigation &amp; electricity&lt;br&gt;• Fall cover crop seed</td>
</tr>
<tr>
<td><strong>Technical Assistance</strong></td>
<td>April 15th</td>
<td>• Any one on one Technical Assistance&lt;br&gt;• Disease identification&lt;br&gt;• Insect identification&lt;br&gt;• Training topic follow ups&lt;br&gt;• Best practices information&lt;br&gt;• Printed materials on farm and production related topics&lt;br&gt;• Record keeping advice</td>
</tr>
<tr>
<td><strong>Custom Tractor Work</strong></td>
<td>Upon completion of work</td>
<td>• Primary tillage&lt;br&gt;• Disc and harrow&lt;br&gt;• Raised beds&lt;br&gt;• Plastic mulch laying (you supply your own plastic mulch and drip irrigation tape)&lt;br&gt;• Mowing</td>
</tr>
<tr>
<td><strong>Equipment Fee</strong></td>
<td>April 15th</td>
<td>• Use of BCS rototiller (refueling, oil changes and repairs due to misuse are not included)&lt;br&gt;• Use of flame weeder (refueling not included)&lt;br&gt;• Use of backpack sprayers&lt;br&gt;• Use of hand tools and wheelbarrows</td>
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*For use by Dracut Farmers only. You Must follow all Equipment Use guidelines.*

| **Pesticide Fee**  | April 15th     | Use of New Entry -approved and provided pesticides and fungicides. You must follow all Pesticide Safety and Pest Management guidelines. |
| **Cooler Use**     | April 15th     | You must follow Cooler Use guidelines. |

Invoices will be mailed to farmers on April 1st. If you cannot make payments by the due date, you need to make arrangements in writing with New Entry staff or a late fee will be charged.
2015 Trainings and Farm Visit Schedule

The 2015 Technical Assistance Program includes three basic areas:

1. Individual Assistance

There is a lot to learn when starting your own farm. You may have many questions beyond the information you receive in the training courses. For this reason, we provide individualized weekly technical assistance in order to answer your questions and get advice. Our farm-site coordinator is available to meet with you one on one at your incubator farm plot. Technical Assistance can include both office &/or incubator farm meetings:
   - In the office (for example: how to refine crop plans, review business plans or place seed orders).
   - In the field (for example: how to trellis tomatoes efficiently, set up a drip irrigation system or how to identify and manage pests).

2. Hands on Field Workshop Series

After graduating from the Farm Business Planning Course, you will learn additional skills through attending workshops in the field. You will learn about organic agricultural production and marketing practices, basic training on food and farm safety, and how to build healthy soils and conserve precious water resources. Workshops will meet about 10 times over the growing season on weekday evenings. The 2015 field workshop schedule is posted on the New Entry website.

3. Mandatory Trainings

You are required to attend the following trainings in order to operate safely and legally on your farm:
   1) Pest management and pesticide safety training
   2) Equipment use training AND
   3) Food Safety and Good Agricultural Practices (GAP) training

The workshops will be held on days scheduled in April, May, June, July and August. You will not be allowed to use pesticides or New Entry equipment unless you attend the trainings and demonstrate that you understand what you have learned. You are encouraged to attend the food safety and Good Agricultural Practices training, especially if you are selling through World PEAS.
New Entry Workshop Schedule 2015

April 8  Nutrient Management & Interpreting Soil Tests
Do you know what nutrients your plants need for good health, vigor and yield over the growing season? Please join New Entry in the fields to learn about taking soil test samples, interpreting soil test reports, and how to apply the correct rate of amendments as recommended from soil test reports. We'll teach you how to manage soil fertility and produce vigorous plants through the use of cover crops, soil amendments and foliar sprays.

April 22  Field Preparation & Raised Beds
Join New Entry in our incubator plots and learn how to best prepare your fields. We will teach you how to lay out your fields and make raised beds with small and large farm equipment. There will be appropriate scales of tools and machinery for everyone. We will be working with hand tools, walk behind tractors and full size farm tractors to help you achieve your ideal field layout. We will discuss options for bed orientation and layout as well as how to establish “living mulch” strips between wide-spaced crops.

May 6  Irrigation and Water Management
What better way to be prepared for the hot summer months than by learning how to provide necessary water to drought stressed crops? Join New Entry in the fields and learn how to be prepared for inevitable seasonal periods of sparse rainfall. Together we will walk through the steps of setting up both a low-flow overhead water system as well as installing a drip irrigation system utilizing our incubator farm’s drilled well water. You will learn about water conservation, water requirements for certain vegetable crops, and the basic installation, maintenance and removal of these two complementary irrigation systems.

May 20  Small Farm Equipment & Tools
How does one determine appropriate scale equipment needs and how does one learn how to operate small machines safely? Come learn about operating small gas-powered farm and garden machines. You will learn about the basic operation and maintenance of walking tractors with powered attachments (sickle bar mowers, rototillers, hillers) as well as scaled up farm tractors & tractor mounted implements. We will also discuss the benefits of hand tools for small garden-scale plots.

June 3  Organic Pest Management
Please join New Entry in the fields to learn about identifying and organically managing common insect pests in the Northeast. We will cover management practices such as prevention, cultural controls and the appropriate application of organic (OMRI listed) pesticides. We will also identify beneficial insects and show practices that attract beneficial insects to our farm sites.
June 17  Cover Cropping
The first step in growing great market crops is building healthy soil. One of the best ways to do this is by planting green manure cover crops. At this workshop, we'll teach you about the importance of cover crops as well as how legume cover crops can fulfill your cash crop nitrogen needs. We'll show how to fit cover crops into cash crop rotations, how cover crops can nurture beneficial insect communities and demonstrate techniques to suppress weeds through the management of cover crops.

July 1  Weed Management
Whether you've been fighting an uphill battle against weeds in your fields for years, or are a newcomer to weed challenges, this workshop is for you. Together we will learn how to identify common annual and perennial weeds in our incubator farm plots. You will learn how to effectively manage weeds utilizing organic practices. We will look at hand tools for managing weeds as well as mechanized weed management using walk behind tractors, flame-weeders, and cultivating tractors. We will also discuss how to manage weeds with living and straw mulches.

July 15  Disease Management
With plant disease, prevention is always the best practice, but do you know what to do when disease threatens? Please join New Entry in the fields to learn how you can prevent, identify, and treat common (and not so common!) plant diseases in your fields using organic methods. We will discuss disease pathogens that are soil borne and require long rotations for control as well as bacterial diseases that can migrate into fields from prevailing winds. We will discuss a new practice of suppressing soil diseases by utilizing biofumigant cover crops.

July 29  Food Safety and Good Agricultural Practices
In this workshop we will learn about post harvest techniques to improve produce quality and shelf life. We will discuss how to prioritize harvest schedules to protect produce quality. We will talk about Good Agricultural Practices (GAP) and will focus on sanitation, good worker training, and the proper handling, washing, and storage of many different crops. We will demonstrate how to make the best use of our Smith Field cooler.

August 12  Season Extension via High Tunnels and Row Covers
Late summer planting dates can have a huge influence on how late one is able to harvest good yielding vegetables after the first frosts of autumn. In this workshop we will examine season extension strategies, utilizing frost hardy leafy greens and root vegetables. We will discuss the importance of planting dates as well as how to provide extra cold weather protection using row covers and the protective environment inside our Ogonowski high tunnel.

More workshops may be added as the season approaches. Please stay tuned for updates and changes as the 2015 begins in earnest.
General Farm Guidelines

Schedule for training farm sites:
Hours open: Sunrise to sunset (avoid darkness).

We begin field tillage in late April or early May, depending on weather and soil conditions.

We begin summer cash crop residue tillage in late September/early October. Plant late-season crops in one location so we are able to prep the remaining areas for fall cover crops. Please talk with the farm-site manager about where you want to plant your late crops. Make sure you:

- Remove all stakes and trellises by October 18th.
- Store or remove all your property by November 1st.
- Till and plant cover crop seed on any areas still planted after fall plowing.

Exception: pre-approved winter production

Locks & Gates: We provide number code combinations to the locks on gates, storage sheds, and rototillers one time only. If you forget the combination, please call the New Entry office. Please keep gates closed and sheds locked at all times, even when working on the farm.

Storage Shed: There is a small amount of shed space to store your items. You may use the lockers in each storage shed to keep personal belongings – please use your own lock and remove it at the end of the season. If we need to cut off a lock and clean out your belongings, you will be charged a $20 fee. Keep all equipment and supplies we supply secure (see Equipment Use Section) and use as follows:

- Keep the shed clean and avoid items that bring insect pests, rodents, or mold.
- Keep walkways clean and open; store items neatly.
- Respect New Entry property and the property of your fellow farmers

Structures and Buildings: You are not permitted to build any structures on the training farms. New Entry must approve in advance the installation of any fences, and removal of trees/limbs. The Project will provide a shade shelter at each of the training farm sites for farmers to use. Feel free to bring your own lunch (no open fires) and enjoy shaded breaks in these areas. Please remember to take all of your trash and food scraps with you every time you use the shade area.
Trash:
You are responsible for removing all trash from your farm site: stakes, trellis netting, and other supplies. Please note that all plastic mulch must be bio/photo degradable. Everything must be removed by November 1st.
- Keep your fields and all common areas clean and neat at all times. Remove all trash each day.
- Stack your farm supplies neatly and prevent them from blowing into the fields.
- If a dumpster is needed at the farm sites for year-end disposal, farmers will rent and pay for the dumpster.

Parking:
- Park only in approved spaces on the farm.
- Please do not block New Entry project vehicles or tractor / cooler / shed access.
- To drive on the farm you must have a driver’s license and the speed limit is 5 MPH.

Farm Help and Visitors: Give New Entry the names and address / phone for all persons working on your fields. You must be on your farm when visitors or helpers are there. Be sure your visitors understand the farm guidelines and make sure you have the proper insurance to cover these workers and volunteers.

Sublet: You are not allowed to sublet (rent out) your plot.

Access to your plot: New Entry staff is allowed to enter your field when necessary and without notice. We also host field visits, volunteer events, and educational tours at training farms. New Entry will notify you in advance of these events and encourage your involvement.

Photographers and Media Requests: During the Farm Business Planning Course, you signed a media release form allowing the program to photograph you during your participation in the New Entry program. Sometimes media, photographers, students, funders, donors, or other organizations may visit the farm and want to take photos of you or your crops in the fields. New Entry staff will do our best to notify you in advance, so that if you do not wish to be photographed, you can inform us. Otherwise, we respectfully request that you engage with visitors on the farm who may be learning about, writing about, or promoting you or the program.

General:
- Supervise children and visitors at all times.
- No open fires. Cook meals in picnic/shade areas.
- Alcohol, illegal drugs, and unregistered firearms are not permitted.
- Violent or aggressive actions -physical or verbal- to others are not allowed.
- No pets.
• Please respect neighbors. Stay off their land and prevent loud noises and music.
Water Use and Irrigation

These watering guidelines are only for dry periods. Use less water if it rains during the week. Measure rain amounts with a rain gauge.

Always check the soil moisture before and after watering.

Irrigation Schedule
You and your fellow farmers will work out watering schedules together with New Entry staff. A spirit of cooperation is necessary as everyone will be sharing a common resource. It is important that the irrigation system continues to work properly. You are responsible for making repairs due to damage you cause or incidents that occur in your field (i.e., rodent or mammal damage, nicks, tears, or leaks). You should notify New Entry of major irrigation problems or failures, especially involving a wellhead or pump. It is important for you to fix any leaks as soon as you notice them in order to avoid waste of water, time, and money. Turn off all pumps and watering systems at night and before you leave the farm.

Conserve Water:
- Avoid watering on sunny windy days between the hours of 10 AM and 4 PM to avoid wasting water — more than 50% can evaporate.
- Check the soil 6 to 8 inches below the ground (root zone), before and after irrigating to see how much water to apply and whether you watered the root zone.
- Watch the weather. Irrigate less on cool, cloudy, or foggy days. Use a rain gauge.
- Use mulch, compost, hay or plastic to keep soil moist.
- Watering too much causes weak roots and unhealthy plants. It also washes away fertilizers.

Limitation of liability:
New Entry does not guarantee continuous access to water at all times at its two New Entry training farm sites, Smith Farm and Ogonowski Memorial Fields, located on Jones Ave. in Dracut, MA. New Entry has installed deep wells at each of the training sites, and has purchased and installed accompanying pressure tanks and pumps to accommodate water access needs during the growing season. New Entry has invested in appropriate infrastructure to the extent possible. If an event beyond the financial or physical control of New Entry occurs that limits access to farm site water, New Entry cannot assume liability.

Frost free hydrants at Ogonowski:
It is absolutely imperative that all frost free connections (hoses, irrigation) are removed every day in cold weather to ensure that the hydrant does not crack due to freezing above ground.
Soil and Land Use

**Organics:** New Entry organic farms produce crops by following the organic standards set by the National Organic Program (NOP). If your farm is managed organically, please read the **Organic Guidelines Section.** Contact a staff member if you have questions about what materials you can use under the organic standards. **Note:** all seeds, transplants, fertilizers, pesticides, cleaning products, and other supplies must have an “approved for organic” or OMRI-approved label. Keep accurate records of pest pressure and pesticide applications in your field. Submit copies of your records at year-end to New Entry staff.

**Soil Testing.** Farmers must do a Standard Soil Test with Organic Matter also tested. We will give you a brochure for UMass Amherst Soil Testing Lab and we will teach you how to test the soil. You should test your soil at least once per year. You will have access to your plot no later than May 1.

**Fertilizers and Compost:** Your soil tests will determine which fertilizers and compost you should use. Record the totals of fertilizer and compost used by you in the farm record book. Using too much can harm the soil and water quality.

**Cover Crops:** We will assist you in the planting of cover crops such as buckwheat, oats, or winter rye in bare areas to stop erosion, suppress weeds, and reduce soil disturbance. Once you finish harvesting a crop, inform the New Entry farm coordinator so we can follow with a cover crop or even better, a green manure combination such as peas & oats or hairy vetch and rye. Ideally each year your cash crops will be tilled in and planted to cover crops by the end of the season.

**Crop Rotation:** Keep a field map of where you planted crops throughout the season. Each year, you will want to rotate crop families throughout your plot. Ideally you want to follow cash crops with cover crops & wait two to three seasons before you repeat a crop family in the same area. Submit copies of your crop rotations to New Entry each season so we can advise future farmers how to allocate bed space from the history of previous crop records.

**Weeds:** Control weeds by mulching, mowing, cultivating, or flame weeding. Keep weeds from entering other farmer’s fields. Mow edges of your fields and trim brush and/or weeds. You are not allowed to use synthetic herbicides (weed killers). Farmers should not grow any plants that are listed on the Federal Noxious Weed list. Check with New Entry staff before planting uncommon crops.

**Rocks and Stones:** Place rocks and stones from fields on existing rock walls or in marked locations. Please do not start new rock walls or piles on field edges or in your

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1 Non-organic seeds may be used if you have proof (3 sources) that the organic variety is unavailable. Always use untreated seed.
field. Our fields are very stony. Larger rocks damage farm implements and equipment. Everyone needs to contribute to the process of persistently removing rocks from our plots.

**Pest Management:** Too much pesticide use can poison the soil and water (even organic pesticides). Follow all rules in the **Pest Management and Pesticide Safety Guidelines.** Record the measured quantity of pesticides used in the farm-site record book. Follow pesticide labels, Worker Protection requirements, as well as state and federal pesticide laws. Alternate pesticides so pests do not become resistant to individual formulations. Always spray safely. Comply with Worker Protection Standards & post fields with signs if required on the pesticide label.
Equipment Use

After you attend the training workshops and demonstrate that you understand how to use the equipment, you will receive a key for the use of the following New Entry equipment:

- BCS rototiller and attachments: hiller/furrower, sickle bar mower, and rotary plow.
- Weed trimmer with string and blade attachments.
- Flame weeder with propane tank and tank cylinder dolly.
- Solo backpack pesticide sprayer.
- Recommended Pesticides (in storage cabinet):
  - Entrust (organic)
  - AzaDirect (organic)
  - Surround (organic)
  - PyGanic (organic)
  - Dipel (organic)
  - Safer Insect Soap (organic)
  - Others will be supplied as needed
- Hand tools: hoes, rakes, wheelbarrows, shovels, saws, hammers, etc.
- Chainsaw with prior safety approval

Note: only New Entry staff may use the tractors and tractor-implements due to liability concerns.

Using equipment:

- Sign out equipment every time - fill in the logbook with the date, your name, how many hours used, and any problems.
- You may only use equipment for 2 hours if other farmers are waiting.
- When finished, clean the equipment, replace fuel, and put it in the shed.
- Keep shed locked at all times even if you are on the farm.
- Equipment must stay on the farm-sites.
- Let us know if the machines have problems or need maintenance.
- Get New Entry approval before repairing equipment.

Know the machine before working with it:

- Take the New Entry Equipment Training. Watch the BCS operating videos. Get a refresher of the information in the Online Training.
- Read the operator's manual.
- Be gentle with the machines.
- Learn all the machine controls.
- Be sure other people who are not trained do not use the machines.
Look for problems in the field:
- Walk the field and look for rocks, irrigation lines, hydrants, stakes, etc. before using machines.
- Exercise caution when operating machines near slopes and ditches.

Know the machine is in a safe condition before operating:
- Always have the rototiller kick guard in place.
- Check oil levels and fuel tanks before starting.
- Make sure all of the tines are tight.
- Look for leaks.

Protect yourself and others:
- Avoid loose clothes as they can get caught on control levers and knobs.
- Use safety goggles and hearing protection (ear plugs).
- Wear gloves and boots – no sandals.
- Never stand or reach under the machine when the machine is running.
- Keep small children away from farm machinery.

Equipment damage: Please tell New Entry about equipment problems or damage. If you improperly use a machine & it breaks, you will be required to pay for repairing it.
Hoophouse Use

The hoophouses (high tunnels) are only for New Entry farmers to use on a rotating basis. There is no charge to use the hoophouse. Farmers are responsible for replacing torn or worn plastic covers.

**Space:** You will share the hoophouse with other farm-site farmers. Plots for individual farmers will be allocated at the beginning of the season. Farmers who share hoophouses will be responsible for coordinating among themselves a schedule of managing and venting the hoophouse daily. Each farmer is responsible for managing weeds in their individual plots & turning in crop residue at the end of harvest cycles.

**Use:** In a spirit of cooperation, growers will need to plan together seasonal use of the high tunnel and greenhouse. Potential uses of the structures could include direct seeded spring crops, a hardening-off area for summer transplants, a curing & drying site for onions, garlic, and winter squash or fall planted winter greens.

**Equipment:** Farmers must provide their own hoophouse soil amendments and drying racks. The hoophouse is not a place to store tools, equipment, or personal belongings.

**Care for the hoophouse:** Farmers using the hoophouse share responsibility for its upkeep and repair. You need to keep it clean to prevent insect, weed, disease, & rodent problems.

**Cleanup:** You will be expected to take part in regularly scheduled cleanup days for the hoophouses. You will meet with other farmers in early spring, mid-summer and in late fall to clean the hoophouse. You are encouraged to sweep the hoophouse on a regular basis. You should remove plastic and ground cover at the end of the year. All trash (potting soil bags, broken trays/flats, etc.) should be removed from the hoophouse on a daily basis. All plant material not suitable for field production should be removed from the hoop-house and composted to eliminate pest and disease pressure.

**Safety and security:** You should secure the hoophouse and all materials in it. Do not leave valuables in the hoophouse since the hoophouse is not locked.

**Children and visitors:** You must escort all children and visitors in the hoophouses at all times. Children are not permitted without their parents in the hoophouse.

If you fail to comply with the guidelines, New Entry will give you one warning. The second time you fail to comply, you will lose hoophouse privileges.
Pest and Disease Management

Control pests and disease by thinking about your whole farm. If you need to control pests or disease, it helps you and your customers to stay safe by minimizing the use of pesticides and disease treatments. This saves time and money and is good for the environment.

Step 1) LEARN
- You must take our pest management and pesticide safety class.
- Learn to identify pests in your fields – know which insects are beneficial and which pests can damage your crops.
- Remember what time of year pests show up on your farm.
- Learn about ways to control the pests once they appear.

Step 2) PREVENT
- Rotate crops each year and plant varieties that are pest and disease-resistant.
- Use row cover to prevent pests from finding your crops.
- Learn individual insect cycles and plant susceptible crops when plant specific insects are not active.
- Use mulch to inhibit weeds or crops from being splashed with soil.
- Utilize good weed management practices, especially along the edges of fields.
- Plant flowers and herbs to attract beneficial insects.

Step 3) SCOUT AND MONITOR
- Check plants for pests 3-4 times each week.
- Look on the top and underneath the leaves; check in the soil by the roots.
- Look at the edges of your fields and in fallow areas.
- Use sticky traps to monitor insects in the field.

Step 4) WRITE DOWN WHAT YOU FIND
- Keep a notebook with the dates you scouted insects.
- Note the crops you examined and levels of insects you found.
- Take pictures to enable New Entry staff in identification.

Step 5) MAKE A DECISION
- Ask yourself if the pest is going to cause sufficient damage for you to lose income.
- If damage is minor, you may decide to do nothing.
- If insect pressure is heavy, decide how you will control them.
- Using pesticides should be your last option.

Step 6) TALK TO OTHER FARMERS OR TO NEW ENTRY STAFF
- Find out if other farmers have the same pests.
- Ask them how they are controlling them.
• Work together to control damaging insects in adjoining plots.
• Talk to New Entry staff to make sure your decision makes sense.
Pesticide Safety

Step 1) TALK TO New Entry STAFF

If you decide to use pesticides to control a pest, first talk to New Entry staff about your decision.

Step 2) READ AND UNDERSTAND THE LABEL

The label is the law. Please follow the label instructions carefully.

The most important information on the pesticide label is:
- Brand name, type of pesticide, and danger level.
- Active chemicals.
- First aid.
- Directions.
- Time before you can go back into the field.
- Days to harvest.

Please do not use a pesticide without a trained person to help you.

Step 3) WEAR SAFETY EQUIPMENT

Read the pesticide label to learn what safety gear is required. It is a law to wear the proper safety gear when you are using pesticides.

The most important safety equipment includes:
- Rubber gloves.
- Shoes plus socks.
- Masks.
- Rubber apron.
- Long pants.
- Long-sleeved shirt.

Step 4) MEASURE AND MIX IN PESTICIDE AREA ONLY

Please be very careful when you are measuring and mixing pesticides in the pesticide mixing area.

The most important things to remember are to:
- Follow the pesticide label instructions.
- Use the pesticide steps you learned in the pesticides training.
Step 5) SPRAY SAFELY

Please remember to keep your safety and the safety of other people in mind when you are using pesticides.

The most important things to think about are:
- The weather.
- The time of day.
- Other people at the farm.
- FOR EMERGENCIES: GO TO A HOSPITAL QUICKLY. PLEASE REMEMBER TO CARRY THE NAME OF THE PESTICIDE THAT YOU WERE USING.

Step 6) POST SIGNS

Signs will tell other people that you have sprayed a pesticide. The signs help keep everyone safe.

The most important things to do after spraying your pesticide are:
- Put a pesticide sign in your field after spraying pesticides.
- Take down the sign when it is safe to go back into the field.
- Do not harvest the crop until it is safe to harvest.

Step 7) CLEAN UP & STORAGE

The most important things to remember for pesticide CLEAN UP are:
- Always wash with soap and water after using pesticides.
- Wash clothing you wore when spraying separately from other clothes.
- Clean and store all safety equipment and sprayers.
- Use clean water to rinse empty sprayers.
- Rinse and clean the sprayers three (3) times each time you use it.
- Spray clean water through the sprayer when you are done using the sprayer.
- Use pesticide equipment for pesticides only. Do not use pesticide equipment for anything else.
- Do not throw pesticides or pesticide bottles away in the trash.
- Do not store pesticide containers or sprayers or measuring tools in containers you use to harvest crops.

The most important things to remember for pesticide STORAGE are:
- Keep all chemicals in the locked pesticide cabinet at the farm.
• Protect pesticide containers when carrying them in your car. Keep them away from passengers, pets, and/or produce.
• Never store pesticides inside a vehicle or in your home.

Step 8) ALWAYS WRITE DOWN WHAT YOU SPRAY (use the New Entry record sheets)

Please use the pesticide record sheet in the shed every time you spray a pesticide. If you need help writing on the sheet please ask a New Entry staff member.

Enforcing pesticide rules:
It is your job to protect all farmers and their families from pesticides. You need to protect the people who eat your vegetables and the staff that help you on the farm. It is very important to follow pesticide safety rules and to always obey the law when using pesticides.

If you do not follow these guidelines then New Entry will need to take the following actions:
First time breaking the rules: You will meet with a New Entry staff member to talk about reasons for the mistake. We will review the pesticide safety rules together. You will not be allowed to use pesticides without New Entry permission until we are sure that you have learned to use pesticides correctly.
Second time breaking the rules: You will be dismissed from the farm site and New Entry programs.

Please refer to Consequences and Probation section of this manual for further details.
Organic Guidelines

Organic farming means:
- Using no OMRI prohibited fertilizers or pesticides.
- Using crop rotations and mulch.
- Using aged animal manures and composts.
- Using organic fertilizers.
- Using organic pesticides.
- Planting cover and green manure crops as part of your crop rotations.
- Minimizing tillage to benefit soil microbes & support healthy soil structure.

Crop rotation means:
- In order to practice good crop rotations you need to know what family individual crops belong to.
- Moving your crop families to a different location in your field from planting to planting & from year to year.
- Rotating between crops that are heavy feeders and light feeders.
- Switching between crops that inhibit weeds and crops that grow poorly with weed pressure.

Sustainable nutrient management means:
- Testing your soil each year to know what fertilizers & minerals you need.
- Using only certified organic fertilizers.
- Adjust the pH of your fields following soil test recommendations.
**Compost use** means:

- Plants should be composted and used as fertilizer.
- Use aged manures and other waste from organic growing systems.
- Turn fresh manures and other waste products to compost before use.
- Make sure commercial manures and composts have an official “organic” symbol.
- **Not recommended:** Sawdust from woodlots; leaves collected from busy roadsides (they often include trash); and animal residues and manures from intensive livestock systems.
- Manures, composts and other materials containing plant foods should be covered and stored to avoid washing out of plant foods. Leaching washes away the nutrients and pollutes the groundwater.
- Apply manures and compost only to growing plants, or to soil where plants are soon to be grown. Use only one wheelbarrow full of well-rotted manure, or two of compost per 100 square feet of ground per year.

**Pest and Disease Management** means you:

- Utilize prevention as a first choice disease and pest defense strategy
- Give plants good soil and balanced food.
- Choose healthy plants and disease resistant varieties.
- Host “beneficials” - predator and parasite insects to your farm.
- Use alternative methods such as mulching, bug traps, and row cover instead of pesticides.
- Use pesticides as the last resort.

**Things you can do to prevent pests and disease:**

- Use clean tools and equipment.
- Remove or deeply bury crops that carry plant disease or insect pests.
- Control weeds.
- Monitor your plants closely.
- Start with healthy seeds and plants.
- Grow plants that will do well in your soil type and weather conditions.
- Rotate your crops.
- Choose good planting dates.
- Water enough, but not too much.
- Build bat boxes or birdhouses around your farm.
- Use live animal traps for rodents or rabbits.
- Use deer fencing.
Weed Control:
- Create a crop plan that utilizes multiple strategies to inhibit weeds before they start.
- You are not allowed to use herbicides to kill weeds.

Things you can do to practice good weed control:
- Plant crops in new places every year.
- Use a hoe or pull weeds by hand before they go to seed.
- Space crops to maximize plant growth as well as inhibit weeds.
- Under-sow cover crops (such as clover) under larger more established vegetable crops.
- Use straw, old hay, grass clippings to put between rows.
- Use plastic mulches and remove them at the end of the growing season.
- Practice flame weeding to burn off quick sprouting weeds before slow sprouting seedlings emerge or use a “stale seed bed” to burn off quick sprouting weeds prior to seeding.
- Avoid applying excess fertilizer.

What Pesticides or Fertilizers Can I Use in Organic Crop Production?
Always ask a certifier or New Entry staff to find out if a pesticide or fertilizer can be used in organic farming. The pesticides that are allowed and not allowed may change every year.

Seed and Transplant Sources:
- Use organic seeds when available or untreated conventional seeds if organic seeds are unavailable.
- Buy transplants from a certified organic source.
- Be careful not to use a commercial potting mix. They have fertilizers and chemicals that are not allowed.
- Organic farmers are not allowed to use genetically engineered (GE or GMO) seeds or plants.

Record Keeping: Keep good records. Organic certification has a list of “standards” of how records need to be kept. Provide maps of where crops were planted. Provide a list of what fertilizers and pesticides were purchased and where & when they were used. Write down when and why you used pesticides as well as where they are stored. Good records provide the proof of your compliance of organic standards.
Insurance Requirements

There are three main types of insurance for farmers:

- Farm and Product liability insurance.
- Workers’ compensation insurance
- Crop insurance.

**Liability insurance:** Farm (general) liability insurance protects you from being sued if you hurt someone or damage their property. Farm liability insurance covers medical expenses, first aid, the cost of a lawyer, bodily injury and property damage, farm chemical transportation coverage, and more. Product liability insurance protects you from customers that sue you if they get hurt or sick from eating your crops. Product liability insurance is required for all farmers that sell to markets and make value-added products. Workers’ compensation insurance (also called workers’ comp) is required if you hire workers on the farm. Workers’ comp can be purchased through the state and the rates are determined by the employee salary and “risk level” of their work (see more info on workers’ comp below). As a farmer at any of the New Entry training sites or if you are selling produce through the World PEAS CSA, it is required that you carry both farm liability insurance and product liability insurance up to $1,000,000 in coverage. Typically these policies cost around $400 per year to maintain if your production is at the scale of the training site plots. If you are unable to provide New Entry with proof of your farm and product liability coverage, you will not be eligible to rent land at a New Entry training site or sell through the CSA. If you hire workers to help you at your farm plot, you are also required to carry workers’ compensation insurance.

There are many insurance companies that sell the different types of liability insurance. Choose an insurance company that is familiar with and sells farm insurance for farmers. Farm Family Casualty Insurance Company, [Special Farm Package 10® (SFP 10®)] gives you many insurance choices. Farm Family Casualty Insurance Company is in Northborough, MA and has many branches in Massachusetts. Talk to an insurance agent and explain how you plan to farm. Learn about the best types of insurance to protect you and your assets. The cost of your insurance premium can be related to your income from farming.

**NOTE:** If you want to be eligible for farm insurance, you need to be a member of the Massachusetts Farm Bureau. The Mass Farm Bureau has different levels of membership. Their most basic membership package is the Associate Membership that costs approx. $60.00 a year.

**Massachusetts Farm Liability Insurance Contacts:**

Farm Family Casualty Insurance Company
Agent: Don Ludwig, Westford, MA 01532
Phone: 978-467-1001
Email: don@ludwiginsuranceagency.com
Workers’ compensation insurance:
According to the Official Website of the Executive Office of Labor and Workforce Development:

_All employers in Massachusetts are required to carry workers’ compensation insurance covering their employees, including themselves if they are an employee of their company. This requirement applies regardless of the number of hours worked in any given week, except that domestic service employees must work a minimum of 16 hours per week in order to require coverage._

_Employers are required to notify their employees of the name of the workers' compensation insurance carrier. A NOTICE TO EMPLOYEES poster must be posted in a common area of the work place in English and other appropriate languages. The poster can be obtained by calling the Department of Industrial Accidents (DIA), downloading it from our website, or from your insurance company. Failure to post this information may subject the employer to a fine of $100._

_Members of a Limited Liability Company (LLC), partners of a Limited Liability Partnership (LLP), and partnerships or sole proprietors of an unincorporated business are not required to carry workers' compensation insurance for themselves. However, under a change to the law in 2002, such members, partners and sole proprietors may now choose to purchase their own workers' compensation insurance coverage. To obtain coverage, the member or partner should contact an insurance broker and state that they wish to obtain a policy. Please be advised that optional coverage applies ONLY to such members, partners or sole proprietors. Any employee of such an entity, who is not a member or partner in the business, MUST be covered by workers' compensation insurance._

_Crop Insurance:_ Crop insurance protects the value of your crops if a disaster happens. Some of these disasters are: hail, drought, too much rain, freezing, heat, and disease. You can get crop insurance for over 76 kinds of crops. Crops covered by crop insurance in Massachusetts are: apples, clams, cranberries, peaches, potatoes, sweet corn, tobacco and winter squash. Crop insurance is available only through private crop insurance agents.
You have to buy crop insurance before the damage happens. Please check on the dates that you need to buy the insurance.

**Catastrophic Risk Protection (CAT)** is the smallest level of insurance. The Federal government pays a lot of the cost. Farmers may have to pay a small fee, but sometimes there is no charge depending on your income. A crop insurance agent can help you.

**Noninsured Assistance Program (NAP):** For crops not covered by the above, NAP covers your crops similar to the CAT level. You must apply for NAP before you plant. Also, you need to give the local Farm Service Agency a production and acreage report each year.

**Adjusted Gross Revenue-Lite (AGR-Lite) insurance:** “Whole-farm” insurance protects the income you would normally earn in a year on your farm. It protects you against low farm income if a natural disaster hits or your marketing fails. Most farm-raised crops, animals, and animal products are eligible for this insurance. AGR-Lite can be used with other Federal crop insurance plans. If you buy more than one type of crop insurance, your AGR-Lite premium will be lower.

**How AGR-Lite works:** You must file farm income taxes to be eligible. It is based on how much farm revenue you report on your federal taxes over 5 years. It also covers more than one crop by protecting all of your farm income. To be eligible for AGR-Lite coverage, you must:

- Be a U.S. citizen or legal resident;
- File a farm tax return;
- Have less than $1 million in gross income;
- Have your IRS tax forms available for the past 5 years;
- Purchase by March 15th each year.

**Massachusetts Crop Insurance Contact:**

Lynn Ann Vozniak  
County Executive Director  
Middlesex/ Essex Counties  
United States Department of Agriculture  
Farm Service Agency

319 Littleton Road Suite 203  
Westford, MA 01886-4133  
978-392-1305
World PEAS Marketing Agreement

World PEAS helps farmers sell their crops as a group. All farmers are invited to be members. World PEAS sells crops through a CSA. New Entry staff coordinates the CSA. To be a part of World PEAS, there is a fee to join, and an agreement to sign.

What is required of farmer members:
- Pay fees in order to participate.
- Develop a food safety plan for your operation
- Grow food to market through World PEAS according to plans and schedules you agree to.
- Deliver crops according to plans and schedules you agree to.
- Attend meetings scheduled by New Entry staff for farmer members
- Keep records of production, harvesting and deliveries to World PEAS.
- Complete yearly evaluation forms with the assistance of New Entry staff.
- Each year a marketing agreement is filled out and signed by the farmer members and the World PEAS coordinator.

Assistance New Entry will provide includes:
- Overall management of CSA activities – planning, coordination, production, marketing, and management.
- Identify grants and donations for equipment and services for World PEAS.
- Recruit new farmer members and CSA customers.
- Evaluate the success of World PEAS each year.
- Assist to keep track of sales and crop distribution.
- Assist to pay farmers on time for crops sold through World PEAS.
- Coordinate with landowners to secure sites for farming, and for cooling and storage of products.
Growing Practices and Food Safety Plan

I agree to abide by New Entry rules and regulations regarding growing practices as well as good hygienic practices. I agree to follow all safety guidelines and read carefully and follow instructions on the label for the use of the organic pesticides allowed by New Entry. Specifically, I agree to the following:

a) All produce sold to World PEAS CSA must be grown without the use of synthetic pesticides, fungicides, herbicides or fertilizers.
b) The Marketing Coordinator reserves the right to refuse any produce they believe was exposed to synthetic pesticides, fertilizer or other chemicals.
c) Farmers must practice good hygienic practices on the farm and whenever handling produce, containers or other farm tools.
d) Farmers must wash their hands after eating, using tobacco products or using the bathroom.
e) Farmers must use clean harvest containers and harvest tools, devoid of soil to harvest crops. Farmers should disinfect harvest containers periodically with a 10% bleach solution (or equivalent).
f) Farmers must wash containers used to wash and process produce with a concentration of 10% bleach solution (or equivalent) before each use. This includes wash bins and salad spinners and packing tables.
g) Farmers must use fresh, clean water to wash produce.
h) Farmers must properly dress any wounds before handling produce. Any produce that comes into contact with bodily fluids must be disposed of.
i) If farmers witness unhygienic behavior or conditions on the farm site, they must report it New Entry staff.

Each farmer must develop a Food Safety Plan to prevent contamination of food in the field, from wildlife or pets, from fertilizers/manure, from harvest tools and containers, during washing and from boxes, bins, and other packaging. This Food Safety Plan, for example, should describe how you will clean your harvest containers and wash bins, how you will prevent contamination after using the bathroom or eating, and so forth. Given the resources at your disposal and those provided by New Entry, please describe your FoodSafetyPlan:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
Please attach additional pages if more space is needed
2015 Cooler / Refrigeration Use Policy

New Entry will provide rental access to two refrigerated coolers for farmer graduates:

(1) The **World PEAS Cooler** located at the packing site is primarily used for the World PEAS Food Hub. Farmers do not need to rent space in the cooler for crops sold to World PEAS. If space allows, extra space may become available to New Entry Farmers (those farmers **not** assigned to an Incubator Farm site) on a first come, first served basis. If farmers wish to store crops for other (non-World PEAS) markets, they must rent space in the cooler.

**World PEAS Cooler Use Guidelines:**

a) World PEAS staff will assign cooler space to and label each shelf with farmers’ names.
b) Crops that are not placed on the correct shelf, protrude into the central walkway, or that take up another farmer’s space will be discarded.
c) All boxes must be labeled with the following:
   - Farmer name
   - Crop name
   - Date of harvest and date produce delivered to the cooler
d) Unlabeled boxes will be disposed of at the discretion of World PEAS staff
e) Crops that have spoiled will be disposed of at the discretion of World PEAS staff
f) **Disposal of unlabeled boxes and spoiled crops will result in a fine to the farmer of $40/event. It will be deducted from farmer CSA proceeds.**
g) Farmers must load and unload quickly and be sure that the cooler door is firmly closed when leaving to avoid letting the cool air out.
h) Only raw, uncut vegetables may be stored in the cooler. No prepared foods, meats, dairy or other products allowed.
i) No boxes, containers, personal marketing materials, or any farm or market supplies may be stored in or around the cooler or on the premises of the World PEAS packing facility.

If you do not follow the cooler use guidelines, you may lose cooler access after one warning.

**World PEAS Cooler Rental Fee:** 3 shelves for $175 per season (June – October), Thursday 1:00 pm – Sunday 9:00 pm only.

**Please complete below if you are interested in renting World PEAS cooler space:**

[ ] I would like to rent 3 shelves for the season at $175, which I can use from 1:00 pm Thursday until 9:00 PM on Sunday. I understand that these shelves are used by World PEAS and any crops stored here outside of these hours will be disposed of, or donated by World PEAS.

I agree to the above rules and guidelines.

Signature:_________________________________________
Date:_____________________

2015 NESFP Farmer Manual, Page 34
2) **The new Smith Farm Cooler** will be located at Smith Farm in Dracut, for use by New Entry incubator training site farmers only, on a first come, first served basis.

   a) All boxes must be labeled with the following:
      - Farmer name
      - Crop name
      - Date of harvest and when put in the cooler
   b) Unlabeled boxes will be disposed of – and a disposal fee will be assessed.
   c) Crops that have spoiled will be disposed of at the discretion of New Entry staff – and a disposal fee will be assessed.
   d) Farmers must load and unload quickly and be sure that the cooler door is firmly closed when leaving to avoid letting the cool air out.
   e) Only raw, uncut vegetables may be stored in the cooler. No prepared foods, meats, dairy or other products allowed.
   f) No boxes, containers, personal marketing materials, or any farm or market supplies may be stored inside the cooler or surrounding the premises of the post-harvest handling facility unless farmers receive prior approval.

If you do not follow the guidelines, you may lose cooler access after one warning.

<table>
<thead>
<tr>
<th>Smith Farm Cooler Rental Fee: $175 per season (June – October)</th>
</tr>
</thead>
</table>

**Please complete below if you are interested in renting Smith Farm cooler space:**

☐ I would like to rent Smith Farm Cooler space for the season at $175, which I can use at anytime. Individual cooler space allocations will be negotiated with other New Entry graduates leasing plots at the Incubator Farm sites.

I agree to the above rules and guidelines

Signature: ___________________________    Date: _________________
Record Keeping and Reporting

You have to keep good records. Good record keeping is important for your farm business. Good record keeping helps New Entry help you. New Entry will provide a basic record keeping sign in sheet at both farms. All farmers have to fill out this sheet every time you are at the farm. New Entry will show you how to use the record-keeping sheet and will help check it to be sure it is complete.

In addition to the farm record-keeping sheet, you should also be keeping personal records, below is a suggested list of things you should be keeping detailed records of. By keeping good records right from the start, you can position yourself for eligibility and application of a Farm Service Agency (FSA) loan. These loans are only available to farmers who have proven at least 3 years worth of experience in operating—both the physical and financial operation of the farm business. You can’t prove this without records, so your first year is a great time to start with those detailed records.

Record keeping helps make your production and business better—it helps you remember what went well and what didn’t go well, so that you can make the needed changes for next season. Record keeping will help you plan your production for the following seasons and will be an invaluable set of tools when you prepare your farm taxes. If you need more help, advice or guidance with recordkeeping, New Entry staff will be happy to help out! See our starter topic list below:

- Business and crop plans.
- Marketing plans.
- Farm expenses.
- Planting and seeding schedules.
- Harvest (yield) and market schedules.
- Sales records.
Consequences and Probation

You and New Entry staff will agree to follow the guidelines in the Farmer Manual or you may be asked to leave the farm and the New Entry program. No refunds of rental fees will be issued if you are asked to leave the program.

You will be on probation if you:

- Miss more than 2 mandatory workshops or monthly meetings.
- Always miss meetings with New Entry staff.
- Do not complete record-keeping materials.
- Do not follow all the guidelines as documented in this Agreement.

If you are put on probation, the New Entry Director (Jennifer Hashley) will meet with you to discuss the reasons and the Director will set the terms of your probation. To continue in the program you will have to agree to the terms of your probation.

You will be removed from New Entry if you:

- Do not meet the terms of your probation.
- Do not cooperate with other farmers or New Entry.
- Disrespect the farm property - such as damage or neglect equipment, or litter.
- Do not use pesticides properly or use non-organic pesticides or fertilizers.
- Do not communicate with New Entry staff.
- Use alcohol, illegal drugs, or firearms on New Entry property.
- Steal from farm sites, other farmers or neighbors.
- Are violent or aggressive towards others.

Complaints and appeals (grievances):

STEP 1) You can file a complaint against another farmer, landowner, or New Entry itself. Your complaint should be in writing if possible. Write or speak your complaint as soon as possible after the problem happens.

STEP 2): The New Entry Director (Jennifer Hashley) will try to fix the problem directly with you, and/or seek other staff help to resolve the situation.
Agreement to Participate - NESFP Farm Program

The New Entry Farming Program helps you start a farm business and build a good farming business. New Entry offers a four-year program that has:

- A training course.
- Farm planning.
- Access to farmland.
- Help with producing crops.
- Help finding good markets for your products.
- Help with setting up your own separate farming business.

Enrolling in the New Entry program: After finishing the fall-winter training course with an approved business plan, you can sign up in the full New Entry program for the next 3 ½ years. New Entry will give you help and we also are asking you to agree to:

- Plan and start up a farm business this year and over the next 3 years.
- Grow and market your crops as a business.
- Get training and hands-on help from New Entry if you need it.
- Follow the guidelines and give us information about what you grow and sell.
- Work with us to plan and start up your own farm.

Agreement to farm: This document contains all the agreements and guidelines that are part of the New Entry. Please review this manual and talk about it with staff. When you sign your name below, it means you agree with all the rules in the New Entry Farmer Manual, including:

- Farmer plot assignments and land rental payments
- Payments for other services received as listed in the fee schedule
- Completing New Entry training program and farm business plan
- Participation in 2015 trainings and farm visit schedule
- Farm rules, requirements and guidelines:
  (a) General farm guidelines
    o (b) Water use and irrigation
    o (c) Soil and land use
    o (d) Equipment use greenhouse use
    o (e) Pest management
    o (f) Pesticide safety
    o (g) Organic guidelines and
  • Marketing - World PEAS agreement
  • Recordkeeping and reporting
  • Liability and workers’ compensation insurance
  • Consequences and probation

I _____________________ have reviewed this document, understand it and agree to participate in the 2015 New Entry farmer program.

________________________________  ______________________________
Farmer print name                          Farmer signature

________________________________  ______________________________
New Entry print name                      New Entry signature
# 2015 Farmer Fees

Name of Farmer  
__________________________________________________

Farm Liability Insurance Certificate received  
Yes_____  No_______

<table>
<thead>
<tr>
<th></th>
<th>Acres @ $700/acre</th>
<th>Total Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land Rental</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equipment Fee</td>
<td>$150/Season</td>
<td></td>
</tr>
<tr>
<td>Pesticide Fee</td>
<td>$55/Season</td>
<td></td>
</tr>
<tr>
<td>Cooler Use</td>
<td>$175/Season</td>
<td></td>
</tr>
<tr>
<td>Technical Assistance</td>
<td>$300 Season</td>
<td></td>
</tr>
</tbody>
</table>

Grand Total Fee  
________________

Fees are Due April 15\(^{th}\), at the latest.