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**New Hampshire**  
*Department of Agriculture,  
Markets, and Food*

Shawn N. Jasper, Commissioner



November 25, 2025

Her Excellency, Governor Kelly A. Ayotte  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

1. Authorize the New Hampshire Department of Agriculture, Markets, and Food, to enter into a grant agreement with Coppal House Farm (VC# 439961), Lee, NH, for the Resilient Food Systems Infrastructure Program in the amount of \$34,330.51, effective upon Governor and Council approval through May 1, 2027. **100% Federal Funds.**
2. Further authorize an advance payment in the amount of \$34,330.51 to Coppal House Farm, Lee, NH, in accordance with the terms of the agreement, effective upon Governor and Council approval. **100% Federal Funds.**

Funding is available in account Resilient Food Sys Infra as follows

	FY 26
02-18-18-180010-28710000-072-502683 – Subaward Payments	\$34,330.51

**EXPLANATION**

The Resilient Food Systems Infrastructure Program is a USDA funded grant program intended to serve middle-of-the-supply-chain needs to add value and provide more, new, and better markets for locally or regionally produced food.

The funds are intended to support expanded capacity for the aggregation, processing, manufacturing, storing, transporting, wholesaling, and distribution of locally and regionally produced food products.

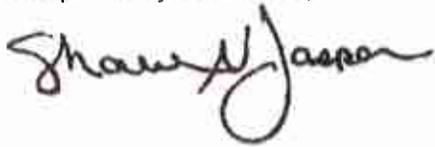
This project will support Coppal House Farm, Lee, NH, to purchase specialized culinary grain processing equipment. This project was selected by a review panel comprised of industry relevant experts and subsequently approved by USDA to be aligned with the eligibility criteria for the Resilient Food Systems Infrastructure Program.

The department has determined that the vendor is in good standing with the Secretary of State's Office, has secured the required level of insurance, and has provided evidence of authority to

execute and be bound by the contract. Documents supporting these assertions are available at the agency, for review upon request.

In the event that Federal Funds are no longer available, General Funds will not be requested to support this program.

Respectfully submitted,

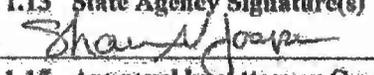
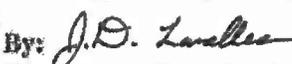
A handwritten signature in black ink that reads "Shawn N. Jasper". The signature is written in a cursive, flowing style with a large, prominent initial "S".

Shawn N. Jasper  
Commissioner

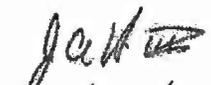
**GRANT AGREEMENT**

The State of New Hampshire and the Grantee hereby  
Mutually agree as follows:  
**GENERAL PROVISIONS**

**I. Identification and Definitions.**

<b>1.1. State Agency Name</b> Department of Agriculture, Markets, and Food		<b>1.2. State Agency Address</b> 1 Granite Place South, Concord, NH 03301	
<b>1.3. Grantee Name</b> Coppal House Farm		<b>1.4. Grantee Address</b> 118 North River Rd, Lee, NH 03861	
<b>1.5. Grantee Phone #</b> 603-659-8572	<b>1.6. Account Number</b> 28710000	<b>1.7. Completion Date</b> May 1, 2027	<b>1.8. Grant Limitation</b> \$ 34,330.51
<b>1.9. Grant Officer for State Agency</b> Joshua Marshall		<b>1.10. State Agency Telephone Number</b> 603-271-3651	
If Grantee is a municipality or village district: "By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
<b>1.11. Grantee Signature 1</b> 		<b>1.12. Name &amp; Title of Grantee Signor 1</b> John A. Marshall, Commissioner	
<b>Grantee Signature 2</b>		<b>Name &amp; Title of Grantee Signor 2</b>	
<b>Grantee Signature 3</b>		<b>Name &amp; Title of Grantee Signor 3</b>	
<b>1.13. State Agency Signature(s)</b> 		<b>1.14. Name &amp; Title of State Agency Signor(s)</b> Shawn N. Jasper, Commissioner	
<b>1.15. Approval by Attorney General (Form, Substance and Execution) (If G &amp; C approval required)</b>			
By: 		Assistant Attorney General, On: 12/19/2025	
<b>1.16. Approval by Governor and Council (if applicable)</b>			
By:		On: 1/1	

**2. SCOPE OF WORK:** In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT B (the scope of work being hereinafter referred to as "the Project").

  
11/26/2025

1. **ARTICLE SUBJECT** Except as otherwise specifically provided for herein, the Grantee shall carry out the Project in, and with respect to, the State of New Hampshire.

2. **DEFINITIONS AND ABBREVIATIONS OF TERMS**

3. This Agreement, and all amendments to the parties hereunder, shall become effective on the date of the date of approval of this Agreement by the Governor and Council of the State of New Hampshire (referred to as the "Effective Date") and shall be subject to the State Agency as shown on block 1.1.4. The Effective Date is (referred to hereinafter specifically) provided for in the Project, including all reports required by this Agreement, shall be completed by the Contractor prior to the Effective Date (the date as required in the Completion Date).

4. **GRANT AMOUNT, LIMITATION ON ANNUAL WORK, PAYMENT**

5.1. The Grant Amount is identified and more particularly described in EXHIBIT C attached hereto.

5.2. The manner of, and schedule of, payment shall be as set forth in EXHIBIT C.

5.3. In accordance with the provisions set forth in EXHIBIT C, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee under this subparagraph 5.5 those sums required or permitted to be withheld pursuant to NH RSA 907 through 909.

6. The payment by the State of the Grant Amount shall be the only, and the complete, payment to the Contractor in its capacity as contractor, and shall be the only, and the exclusive, compensation to the Contractor for the Project. The State shall incur no liability to the Contractor other than for Grant Amount.

7. In addition to and in addition to the Agreement to the contrary, and notwithstanding any other provisions, the Contractor shall make all of its payments and charges or amounts made, hereunder in excess of the limits set forth in block 1.1.4 of these general provisions.

8. **COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS** In connection with the performance of the Project, the Grantee shall comply with all state, federal, state, county, and other laws, regulations, and orders of federal, state, county, or municipal authorities which shall be in effect or promulgated upon the Effective Date, including the acquisition of any and all necessary permits and RSA 907-909.

9. **RECORDS AND RECORDS** The Grantee shall maintain all records, reports, and other documents, including all records, reports, and other documents, which are required by the grant terms of the Agency, the Contractor shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and other materials and supplies, which records shall be supported by receipts, invoices, bills, and other similar documents.

10. Between the Effective Date and the State term of 5 years after the Completion Date, the Grantee shall maintain the records of the Agency pursuant to subparagraph 5.1.2, and shall maintain the Grantee's normal business records, and as often as the State shall demand, the Grantee shall make available to the State or its agents, personnel, documents, and products such records, and records copies of all contracts, invoices, orders, receipts, records of personnel, documents that have a material effect, and other information relating to the Project covered by this Agreement. As used in this paragraph, "records" includes all personnel, material, and other information, including but not limited to, all records, reports, files, financial, surveys, maps, charts, notes, records, data, records, personal reproductions, drawings, plans, or graphic representations.

11. **PERSONNEL**

12. The Grantee shall at its own expense, provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project and shall be properly licensed and authorized to perform such Project under all applicable laws.

13. The Grantee shall not hire, and it shall not permit any subcontractor, consultant, or other person, firm, or organization with whom it is engaged in a contractual arrangement to perform the Project, where any person, firm, or organization has a contractual relationship with the State, in which a State officer or employee elected or appointed.

14. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and higher civilian officials, dispute, shall be final.

15. **DATA RELATIONSHIP OF DATA ACCESS**

16. As used in this Agreement, the word "data" shall mean all information and files developed or obtained during the performance of, or acquired or developed by, reason of, this Agreement, including, but not limited to, all studies, reports, files, financial, surveys, maps, charts, notes, records, data, records, personal reproductions, drawings, plans, or graphic representations.

computer programs, computer printouts, notes, letters, memoranda, paper, and documents, all whether finished or unfinished.

17. Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.

18. Nothing shall be subject to copyright in the United States or any other country by anyone other than the State.

19. On and after the Effective Date, all data and other property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon, and/or upon termination of this Agreement for any reason, whichever shall first occur.

20. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.

21. **CONDITIONAL NATURE OF AGREEMENT** Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability of appropriated appropriations of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of these funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Contractor notice of such termination.

22. **EVENTS OF DEFAULT**

23. Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):

24.1. Failure to complete the Project satisfactorily or on schedule, or

24.2. Failure to submit any reports required hereunder, or

24.3. Failure to maintain or permit access to the records required hereunder; or

24.4. Failure to comply with any other covenants and conditions of this Agreement.

25. In the event of any of the Events of Default, the State may take any one, or more, or all, of the following actions:

26.1. Give the Contractor written notice specifying the Event of Default and requiring it to be corrected within a time specified by a greater or lesser specification of time, terms, or conditions, from the date of the written notice of the Event of Default to not later than the date of the termination of this Agreement, effective upon 30 days after giving the written notice of breach, and

26.2. Give the Contractor a written notice specifying the Event of Default and suspending all payments to the Contractor under this Agreement and ordering that the position of the Contractor, as a contractor, shall otherwise agree to the Grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default, shall never be paid to the Contractor, and

26.3. Suspend or suspend all obligations of the State to the Contractor, including damages, the State shall be entitled to an Event of Default; and

26.4. Take any other action or actions and pursuing all its remedies at law or in equity, or both.

27. **FORCE MAJEURE**

28. In the event of any such termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report thereinafter referred to as the "Termination Report" describing in detail all Project Work completed and the total amount of work to be completed, including the date of completion. In the event of termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount accrued to and including the date of termination.

29. In the event of termination under paragraph 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event release the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee's breach of its obligations hereunder.

30. Notwithstanding anything in this Agreement to the contrary, either the State or, except where otherwise provided herein, the Grantee, hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice (CONTRACT INTEREST). No officer, member of employee of the Grantee, and no representative, officer or employee of the State of New Hampshire, or of the governing body of the locality or localities in which the Project is to be performed, shall exercise any discretion or responsibility in the review or

*JLH*  
11/26/2025

approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement (including but not limited to) if he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereon.

14. **GRANTEE'S RELATION TO THE STATE** - In the performance of this Agreement, the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and no member agents or employees of the State, neither the Grantee nor any of its officers, employees, agents, agents, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emolument, provided by the State to its employees.

15. **ASSIGNMENT AND SUBCONTRACTS** - The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Grantee other than as set forth in Exhibit B without the prior written consent of the State.

16. **INDEMNIFICATION** - The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of or for which may be claimed to arise out of the acts or omissions of the Grantee or subcontractor, or subgrantee or other agent of the Grantee. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.

17. **INSURANCE**

17.1 The Grantee shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:

17.1.1 Statutory workers' compensation and employees liability insurance for all employees engaged in the performance of the Project; and

17.1.2 General liability insurance against all claims of bodily injury, death or property damage, in amounts not less than \$1,000,000 per occurrence, and \$1,000,000 aggregate for bodily injury or death by one incident, and \$500,000 for property damage in any one incident; and

17.2 The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Grantee shall furnish to the State, certificates of insurance for all renewals of insurance required under this Amendment no later than ten (10) days prior to the expiration date of each insurance policy.

18. **WAIVER OF BREACH** - No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Grantee.

19. **NOTICE** - Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.

20. **AMENDMENT** - This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire, if required or by the signing State Agency.

21. **CONSTRUCTION OF AGREEMENT AND TERMS** - This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.

22. **THIRD PARTIES** - The parties hereto do not intend to benefit any third parties, and this Agreement shall not be construed to confer any such benefit.

23. **ENTIRE AGREEMENT** - This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.

24. **SPECIAL PROVISIONS** - The additional or modifying provisions set forth in Exhibit A hereto are incorporated as part of this agreement.

*JQW*  
 11/26/2025

#### Exhibit A, Special Provisions

A.1 If the date for commencement for Exhibit A precedes the Effective Date all services performed by the Grantee between the commencement date and the Effective Date shall be performed at the sole risk of the Grantee and in the event that this Agreement does not become effective, the State shall be under no obligation to pay the Grantee for any costs incurred or services performed.

#### Exhibit B, Scope of Work

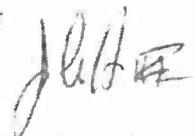
B.1 The grantee shall utilize awarded Resilient Food Systems Infrastructure Program (RFSI) funds (USDA-AMS Award #23RFSINH0012) for project titled "Seed Storage and Drying Equipment Expansion for Regional Small Grain Farm Support at Coppal House Farm" to purchase specialized culinary grain processing equipment as detailed in the grantee's Infrastructure Grant Proposal as approved by USDA, which is hereby incorporated by reference.

B.2 Outcomes shall be measured in accordance with the Expected Performance Measures section of the grantee's Infrastructure Grant Proposal, increasing capacity in the middle of the supply chain and economic viability of local/regional producers and processors.

B.3 **Compliance.** All project work shall be managed by the grantee who shall be responsible for all project development and oversight. This includes adhering to applicable federal grant uniform administrative requirements as specified in the Code of Federal Regulations and other federal requirements as follows:

- a. Grant funds awarded to state, local, and Tribal governments; public and private colleges and universities; and non-profit organizations are subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards contained in 2 CFR part 200 and 2 CFR part 400.
- b. Grant funds awarded to federal government entities are subject to the Uniform Administrative Requirements and Cost Principles for Federal Awards contained in 2 CFR part 200 and 2 CFR part 400.
- c. Grant funds awarded to For-Profit Organizations are subject to the Uniform Administrative Requirements contained in 2 CFR part 200 and 2 CFR part 400, and the Cost Principles contained in the Federal Acquisition Regulation (FAR) Subpart 31.2, Contracts with Commercial Organizations, codified at 48 CFR 31.2.
- d. Recipients are responsible for the consistent application of the Federal regulations to the RFSI grant funds including the USDA AMS General Terms and Conditions and the RFSI Program Specific Terms and Conditions.
- e. The CFR is accessible on the National Archives and Records Administration website and in the Electronic Code of Federal Regulations at [www.ecfr.gov](http://www.ecfr.gov).

B.4 **Prior Approval Requirements:** To make any changes to proposed equipment purchases, the grantee must submit a written request detailing the desired changes and obtain written approval from the New Hampshire Department of Agriculture, Markets, and Food (DAMF). Certain changes may also require approvals from the US Department of Agriculture, Agricultural Marketing Service and/or Governor and Executive Council.



11/26/2025

**B.5 Reporting/Monitoring:** The grantee will submit documentation to DAMF confirming the purchase of eligible equipment as detailed in the grantee's Infrastructure Grant Proposal as approved by USDA. The grantee is required to submit an Annual Performance Report (template provided by USDA-AMS) during each year of the project. Grantee is also subject to monitoring site visits from DAMF and/or University of New Hampshire Cooperative Extension staff.

**B.6 Records:** Record retention and accessibility is governed by 2 CFR 200.333 and 200.337. The grantee must retain financial records, project records, and supporting documents for a period of three years from the date the Grant Agreement is closed

Exhibit C, Payment

**C.1** The State shall disburse a maximum of \$34,330.51 for the purposes of the project described in Exhibit B as an advance disbursement.

**C.2 Payment Process:** In order to receive payment, Grantee must first be registered with the New Hampshire Department of Administrative Services (DAS) for a State of New Hampshire vendor number. If Grantee already has a vendor number and supplied it to DAMF, initial payment will be made once we receive Governor and Council approval. If Grantee does not already have a vendor number, registration is available at:

<https://apps.das.nh.gov/vendorreg/system11/with-allowances-all-projects?income=350>

**C.3 Method of Disbursement:** Payment by the State shall be completed by check or Electronic Funds Transfer ("EFT") in accordance with the vendor registration.

*JAH*  
11/26/2025

**State of New Hampshire**  
**Department of State**

CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that COPPAL HOUSE FARM, LLC is a New Hampshire Limited Liability Company registered to transact business in New Hampshire on April 01, 2025. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Headlines 117, 98V021

Certificate Number 0007336806



IN TESTIMONY WHEREOF,

I hereunto set my hand and cause to be affixed

the Seal of the State of New Hampshire,

this 20th day of November A.D. 2025.

A handwritten signature in black ink, appearing to read "David M. Scanlan".

David M. Scanlan

Secretary of State

*(limited partnership, limited liability professional partnership or LLC)*

**Certificate of Authority # 3**

**Limited Partnership or LLC Certification of Authority**

I, John A Hutton III hereby certify that I am the sole Partner, Member or  
*(Name)*

Manager and the sole officer of Coppal House Farm a limited liability partnership  
*(Name of Partnership or LLC)*

under RSA 304-B, a limited liability professional partnership under RSA 304-D, or a limited liability company under RSA 304-C.

I certify that I am authorized to bind the partnership or LLC. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person listed above currently occupies the position indicated and that they have full authority to bind the partnership or LLC and that this authorization **shall remain valid for thirty (30) days** from the date of this Corporate Resolution.

DATED: 11/11/2025

ATTEST:

John A Hutton III  
*(Name & Title)*

*owner/operator*



COPPHOU-02

DBASILIERE

### CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/1/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER World Insurance Associates, LLC 64 Portsmouth Ave Exeter, NH 03833	CONTACT NAME: Debra Basiliere	
	PHONE (A/C, No., Ext.): (603) 772-4781 3711 FAX (A/C, No.): E-MAIL: debbasiliere@worldinsurance.com ADDRESS:	
INSURED  John & Carol Hutton dba Coppal House Farm 118 N River Rd Lee, NH 03861-6404	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Co-operative Insurance Companies	18686
	INSURER B: Hartford Underwriters Insurance Company	30104
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		PPP3039758	7/29/2025	7/29/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMBOP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY ANY AUTO OWNED A.J.'S ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED A.J.'S ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB OCCUR CLAIMS-MADE DEC RETENTIONS					EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	6SG0UB4N64621025	9/27/2025	9/27/2026	<input checked="" type="checkbox"/> F.L. EACH ACCIDENT \$ 100,000 <input type="checkbox"/> F.L. DISEASE - EA EMPLOYEE \$ 100,000 <input type="checkbox"/> F.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
(2025) Farm

#### CERTIFICATE HOLDER

#### CANCELLATION

New Hampshire Department of Agriculture, Markets, and Food  
1 Granite Place South, Suite 211  
Concord, NH 03301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



# Agricultural Marketing Service

U.S. DEPARTMENT OF AGRICULTURE

The RFSI Equipment-Only Grant Proposal should include a project narrative that describes the overall scope of the project and how it aligns with the program goals and priorities. Applicants must attach documentation to substantiate the costs of each piece of equipment, which can include contracts, catalog pricing, or binding quotes provided by licensed commercial entities.

## APPLICANT INFORMATION

**Applicant Organization Name:**

**HEI:**

**Phone Number:**

**Email Address:**

### Physical Address

**Street:**

**City:**

**State:**

**Zip:**

### Mailing Address (If different from above)

**Street:**

**City:**

**State:**

**Zip:**

## PRIMARY POINT OF CONTACT

List the person who will be the main contact for any correspondence and is responsible for signing any documentation should the grant be awarded.

**Name:**

**Title:**

**Phone Number:**

**Email Address:**

## DISTRESSED COMMUNITIES INDEX

Using the [Distressed Communities Index Map](#), provide the community distress score for the county(ies) benefiting from your project.

Note: U.S. Territories are not required to submit Distressed Communities Index data.

Click the + or - button to add or remove items as needed.

FOR EXAMPLE:

County 1: Enter County name

Distress Score 1: Enter County Distress Score

County 2: Enter County name

Distress Score 2: Enter County Distress Score

+	County	Distress Score
-	Strafford	Prosperous
-	Merrimack	Prosperous

## TYPE OF APPLICANT

Select applicant type:

**Agricultural producers or processors, or groups of agricultural producers and processors.**

**For-profit entities operating middle-of-the-supply-chain activities such as processing, aggregation, or distribution of targeted agricultural products, whose activities are primarily focused for the benefit of local and regional producers, and that meet the eligibility requirements of the SBA small business size standards are eligible. For more information on these size standards, please visit SBA's [Size Standards webpage](#). For a quick check on whether your business qualifies, please use the [Size Standards Tool](#).**

**Nonprofit organizations operating middle-of-the-supply-chain activities such as processing, aggregation, distribution of targeted agricultural products**

**Local government entities operating middle-of-the-supply-chain activities such as processing, aggregation, distribution of targeted agricultural products**

**Tribal governments operating middle-of-the-supply-chain activities such as processing, aggregation, distribution of targeted agricultural products**

**Institutions such as schools, universities, or hospitals bringing producers together to establish cooperative or shared infrastructure or invest in equipment that will benefit multiple producers middle-of-the-supply-chain activities such as processing, aggregation, distribution of targeted agricultural product.**

## PROJECT TITLE

Provide a descriptive project title in 15 words or less in the space below.

Seed Storage and Drying Equipment Expansion for Regional Small Grain Farm Support at Coppal House Farm

## EXECUTIVE SUMMARY

Include a project summary of 250 words or less suitable for dissemination to the public. A Project Summary provides a very brief (one sentence, if possible) description of your project. A Project Summary includes:

1. The name of the applicant organization that if awarded a grant will establish an agreement or contractual relationship with the State Applicant to lead and execute the project,
2. The project's purpose, deliverables, and expected outcomes and
3. A description of the general tasks/activities to be completed during the project period to fulfill this goal

Coppal House Farm seeks funding for equipment to bolster Seacoast NH's ability to process locally grown seeds and grains that are used for human consumption or that will be processed into a value added product for human consumption. If successful, Project Lead Coppal House Farm will purchase the equipment and supplies necessary to enhance the seed storage, drying, and transportation capabilities of regional farms.

With RFSI funding, Coppal House Farm will purchase:

- a silo with a drying floor,
- heat sensors for the bins/silos,
- augers for unloading and loading grains,
- and a grain cart for efficient seed storage and movement.

These pieces will add to the farm's existing shared equipment list and be made available for rent or use by other regional farms, enhancing regional capacity and further fostering collaboration. This equipment will improve seed preservation, streamline post-harvest handling, and reduce seed loss, greatly increasing efficiency and profitability for both the project lead and other local small grain producers.

Key deliverables include installing silos, procuring grain carts to enhance seed drying, storage, and transportation, and installation of wifi and temperature monitoring devices. Coppal House Farm will oversee the acquisition, installation, and setup of this equipment, ensuring its operational readiness for the farm and its partners. This initiative will empower beginning and small farmers by providing access to essential equipment for processing and storing seed --enabling value-added production, which they may not otherwise afford.

**PROJECT PURPOSE**

**OPERATIONS IDENTIFIER**

*Provide where within the Middle of the Supply Chain the requested equipment be used:*

- Processing
- Aggregation
- Distribution
- Value Added Production

Other

**TYPE OF AGRICULTUREAL FOOD PRODUCTS PROCESSED WITH THE EQUIPMENT?**

	Remove Product Row		Add Product Row
#		Product Type	
1		Oilseed Sunflowers	
2		Rye	
3		Corn	
4		Wheat	
5		Other small grains	

SCOPE OF WORK

PLEASE DESCRIBE THE CURRENT BUSINESS OPERATIONS INCLUDING SERVICES BEING OFFERED IN THE GEOGRAPHIC FOCUS AREA.

On 78 acres in Lee, NH, our farm boasts a variety of enterprises including oil seed, small grain production and processing, agritourism, and livestock production. Since 2007, we've been processing our oil seed crops (sunflowers, canola, and camelina) into culinary products such as high-oleic sunflower oil and our small grains processed into cover crops. In response to the steady demand for and interest in these value-added products, we have increased the acreage dedicated to growing these crops and provided other growers with access to our grain cleaning equipment. This collaborative approach strengthens regional farming operations and promotes resource sharing in the area as such equipment is often cost-prohibitive to own. Continuing in this spirit, we are looking to increase the scale and efficiency of our seed and grain storage and processing equipment and are excited to expand the amount of these value-added products our regional farms can offer our communities.

We currently process Sunflower Seed Oil for culinary purposes on the farm. The seed is harvested and then seed is gravity fed into a seed cleaner to remove weed seed and chaff. Tube driers are then installed into the storage bins with the seed to dry them to a stable condition. Once the seed is stable it is then pressed, filtered, and bottled in our processing facility. Our product is currently sold in our farm stand that is open year round as well as two winter farmers markets that we attend in Stratham and Rollinsford.

We also assist with the harvesting and cleaning of seed for Flag Hill Distillery and Big Scott's Local Grown, and have loaned out our tube driers when needed.

PLEASE DESCRIBE THE SPECIFIC NEED THAT THE REQUESTED EQUIPMENT WILL ADDRESS.

As costs increase, small farms are looking for ways their businesses can be more productive and cost effective. That could mean producing more value-added products from crops grown on the farm or it could mean growing their own cover crop seed that they then would not have to purchase year after year. As it stands, the closest facility to seacoast NH that offers grain drying and processing services is Champlain Valley Grain Center in Ferrisburgh VT, over three hours away. This leaves NH growers to dry their on seed on the farm. After harvest, grain is first cleaned to remove green matter and weed seeds. It is then dried to the appropriate moisture content using methods such as individual air dryers, silos with drying floors, or heat-generating dryers. In the absence of these systems, farmers must manually spread the grain on tarps and turn it frequently to prevent heating and mold, a labor-intensive process.

The requested equipment will address the critical need for efficient seed drying, monitoring, storage, and transportation from field to facility capabilities for both Coppal House Farm and local small grain farms. Currently, the lack of appropriate silos with drying floors, augers, seed storage, and seed transport carts limits the farm's ability to properly preserve and handle harvested seed. This gap leads to challenges such as seed spoilage, inefficiencies in post-harvest processing, and reduced overall productivity. By acquiring the necessary equipment, the project will enable better seed preservation, streamline handling processes, and enhance the capacity of both Coppal House Farm and neighboring farms to manage high-quality seed effectively.

PLEASE DESCRIBE THE IMPACT THIS EQUIPMENT WILL HAVE ON LOCAL AND REGIONAL PRODUCERS, MARKET OUTLETS, AND MORE.

The acquisition of this middle of the supply chain processing equipment will have a significant positive impact on both the local and regional producers and the broader agricultural community. For producers, the equipment will enhance seed quality by preventing spoilage and ensuring proper drying and storage, leading to higher yields, increased food safety, and increased profitability. Small grain farms in the region, which currently rely on facilities over three hours away, will benefit from improved access to local, modern equipment, fostering collaboration and reducing operational bottlenecks.

Investing in the middle of the supply chain infrastructure needed to process oil seed and small grain crops may encourage other farmers in the region to produce such value-added products and utilize our shared resources. In this way, the equipment will strengthen the regional agricultural infrastructure, encouraging innovation, resource sharing, and economic growth. By improving efficiency and reducing post-harvest losses for existing producers, the project will contribute to a more resilient and productive farming community, benefiting producers, buyers, and the local economy alike.

This project will allow us to handle, dry, and store a higher amount of seed, which is needed for us to be able to market our product through small boutique stores in the area. We have had at least three small boutique stores in the area reach out to carry our product, but we have not been able to supply them due to being limited in how much we can process and store. I can't speak to the number of outlets that other farms will be able to generate, but increasing production is difficult in this area if you do not have a place to process/dry your harvest even if you have enough storage space.

ESTIMATE THE NUMBER OF LOCAL AND REGIONAL PRODUCERS IMPACTED.

4

DOES THIS PROJECT DIRECTLY BENEFIT:

*Check box for all that apply below*

- Underserved farmers and ranchers?
- New and beginning farmers and ranchers?
- Veteran Producers?
- Processors or other middle-of-the-supply businesses owned by socially disadvantaged individuals?

**EXPECTED PERFORMANCE MEASURES**

*The outcomes and performance measures below provide a framework that allows grant recipients to track and evaluate project activities. Please provide expected numbers based on the projects scope of work. Select N/A if not applicable to the specific project.*

OUTCOME 2: CAPACITY IN THE MIDDLE OF THE SUPPLY CHAIN FOR LOCAL/REGIONAL FOOD PRODUCTS			
Indicator	Description	Expected Numbers	N/A
2.3	Number of processing equipment units purchased and installed:		<input checked="" type="checkbox"/>
2.5	Number of aggregation, storage, distribution equipment units purchased and installed:	4	<input type="checkbox"/>

OUTCOME 3: INCREASE ECONOMIC VIABILITY OF LOCAL/REGIONAL PRODUCERS AND PROCESSORS			
Indicator	Description	Expected Numbers	N/A
3.2	Number of local/regional agricultural producers who benefited from the new or improved processing/aggregation/storage or distribution capacity:	4	<input type="checkbox"/>
3.3	Number of new local/regional products processed, aggregated, stored or distributed:		<input checked="" type="checkbox"/>
3.4	Number of new value-added products developed:		<input checked="" type="checkbox"/>
3.5	Number of new market-outlets established:	4	<input type="checkbox"/>

### BUDGET NARRATIVE

Please be sure to list and justify all expenses to be covered. If applicable, ensure that you have included Critical Resources and Infrastructure letter(s) to support the application information.

### EQUIPMENT

Describe any special purpose equipment to be purchased under the grant. "Special purpose equipment" such as such as, canners, hulling processors, reverse osmosis systems, egg packing machines, flotation tanks, roasters, or other processing equipment, packing and labeling equipment, or delivery vehicles.

+	#	Equipment Item	Purchase Price	Acquisition Date	Funds Requested
-	1	23' Grain Cart	\$15600.00	Jul 1, 2025	\$15,600.00
-	2	21' Seed Auger, receiving bin & track	\$1871.51	Oct 2025	\$1,871.51
-	3	12' Grain Silo with Drying Floor	\$14994.00	July 1, 2025	\$14,994.00
-	4	Temperature Monitoring System	\$1865.00	July 1 2025	\$1,865.00
<b>Equipment Subtotal</b>					<b>\$34,330.51</b>

### EQUIPMENT JUSTIFICATION

For each Equipment item listed in the above table describe how this equipment will be used to achieve the objectives and outcomes of the project. Add more equipment by copying and pasting the existing listing or delete equipment that isn't necessary.

#### FOR EXAMPLE:

Equipment 1: Description and justification

Equipment 2: Description and justification

Equipment 1: Grain cart- these 230 bushel grain carts will allow for efficient transfer of small grains from field to facility and are appropriate for driving over main roadways. They are the appropriate carts to line up with the receiving bin and auger that will be used at the facility to sort the seed into the appropriate bins for cleaning and drying.

Equipment 2: 21' Seed Auger- the seed auger will bring seed from a bin the grain cart empties into to one of four storage bins. This will increase efficiency in the unloading process. The seed vacuum we currently use to move grain is really meant for clean grain and gets plugged up from the plant chaff in the harvested grain.

Equipment 3: Grain silo with drying floor - measuring 12' wide and 16' high, this silo will be the final stage of grain processing where small grains would be stored after cleaning and would be ventilated to maintain the appropriate moisture content of the grain to prevent spoilage.

Equipment 4: Temperature Monitoring System - this will require the boosting of wifi access to the facility and the installation of heat probes that will be monitored via mobile phone and will notify of too much heat generation in the bins/silos.

**\*Applicants must submit documentation to substantiate the costs of each piece of equipment, which can include contracts, catalog pricing, or binding quotes provided by license commercial entities.**