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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 Sherman Farm LLC (VC# 568861), Center Conway, NH, for the Resilient Food Systems Infrastructure Program in the amount of \$17,938.76, effective upon Governor and Council approval through May 1, 2027. **100% Federal Funds.**
2. Further authorize an advance payment in the amount of \$17,938.76 to Sherman Farm LLC, Center Conway, 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	\$17,938.76

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 Sherman Farm LLC, Center Conway, NH, to purchase specialized food 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,

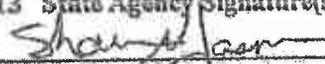
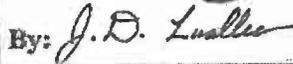
A handwritten signature in black ink, appearing to read "Shawn N. Jasper". The signature is written in a cursive style with a large, looping initial "S".

Shawn N. Jasper
Commissioner

GRANT AGREEMENT

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

1. Identification and Definitions.

1.1. State Agency Name Department of Agriculture, Markets, and Food		1.2. State Agency Address 1 Granite Place South, Concord, NH 03301	
1.3. Grantee Name Sherman Farm LLC		1.4. Grantee Address 2679 East Conway Rd, Center Conway, NH 03813	
1.5. Grantee Phone # 603-939-2412	1.6. Account Number 28710000	1.7. Completion Date May 1, 2027	1.8. Grant Limitation \$ 17,938.76
1.9. Grant Officer for State Agency Joshua Marshall		1.10. State Agency Telephone Number 603-271-3551	
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."			
1.11. Grantee Signature 1 		1.12. Name & Title of Grantee Signor 1 Michele Dutton Manager	
Grantee Signature 2		Name & Title of Grantee Signor 2	
Grantee Signature 3		Name & Title of Grantee Signor 3	
1.13. State Agency Signature(s) 		1.14. Name & Title of State Agency Signor(s) SHAWN N. JASPER Commissioner	
1.15. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required) By:  Assistant Attorney General, On: 12 / 14 / 2025			
1.16. Approval by Governor and Council (if applicable) By: _____ On: / /			

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").

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3. **ARTICLE III - SUPPORT AND SPECIAL SERVICES:** The Grantee shall perform the Project in, and with respect to, the State of New Hampshire.

4. **ARTICLE IV - EFFECTIVE DATE AND COMPLETION OF PROJECT**

4.1 This Agreement, and all obligations of the parties hereunder, shall become effective on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire or imposed block funding agreement by the State Agency as shown in block 4.1.4, the Effective Date.

4.2 Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in US dollars prior to the date in block 4.1 (hereinafter referred to as "The Completion Date").

4.3 **GRANT AMOUNT LIMITATION ON AMOUNT YOU MUST PAY FOR:**

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

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

4.6 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 4.5 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 4.5 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7:e.

4.7 The payment by the State of the Grant amount shall be the only, and the complete payment to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.

4.8 Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 4.8 of these general provisions.

5. **COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS.** In connection with the performance of the Project, the Grantee shall comply with all statutes, laws, regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Grantee, including the acquisition of any and all necessary permits and RSA 31:95-b.

6. **RECORDS and ACCOUNTS**

6.1 Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency, the Grantee 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 clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.

6.2 Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency pursuant to subparagraph 7.1, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these provisions.

7. **PERSONNEL**

7.1 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.

7.2 The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.

7.3 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 his/her decision on any dispute, shall be final.

8. **DATA RETENTION OF DATA ACCESS**

8.1 As used in this Agreement, the word "data" shall mean all information and things 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, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, containing program, computer printouts, notes, letters, memoranda, paper, and documents, all whether finished or unfinished.

8.2 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.

8.3 No data shall be subject to copyright in the United States or any other country by anyone other than the State.

8.4 On and after the Effective Date all data, and any 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 demand or upon termination of this Agreement for any reason, whichever shall first occur.

8.5 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.

9. **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 or continued appropriation 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 those 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 Grantee notice of such termination.

10. **EVENT OF DEFAULT; REMEDIES**

10.1 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").

10.1.1 Failure to perform the Project satisfactorily or on schedule, or

10.1.2 Failure to submit any report required hereunder, or

10.1.3 Failure to maintain, or permit access to, the records required hereunder, or

10.1.4 Failure to perform any of the other covenants and conditions of this Agreement.

10.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

10.2.1 Give the Grantee a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination, and

10.2.2 Give the Grantee a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue 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 Grantee, and

10.2.3 Set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default, and

10.2.4 Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.

11. **TERMINATION**

11.1 In the event of any early 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 (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.

11.2 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 earned to and including the date of termination.

11.3 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 in no event relieve the Grantee from any and all liability for damages incurred or incurred by the State as a result of the Grantee's breach of its obligations hereunder.

11.4 Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice of default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.

12. **CONFLICT OF INTEREST.** No officer, member or 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, who exercises any functions or responsibilities in the review or

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- approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which 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 thereof.
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 are neither agents nor employees of the State. Neither the Grantee nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments 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 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 injuries, death or property damage, in amounts not less than \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury or death any 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 renewal(s) of insurance required under this Agreement 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.

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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 "Expanding Wholesale Markets for New Hampshire Food Businesses at Sherman Farm" to purchase specialized food 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.

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.

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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 \$17,938.76 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/vendorregistration/\(S\(rnkbxvilloscasvql1n3np2\)\)/welcome.aspx](https://apps.das.nh.gov/vendorregistration/(S(rnkbxvilloscasvql1n3np2))/welcome.aspx).

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.

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State of New Hampshire
Department of State

CERTIFICATE

David M. Searles, Secretary of State of the State of New Hampshire, do hereby certify that SHI RYAN, FARM, LLC, a New Hampshire limited liability company, registered to transact business in New Hampshire on December 29, 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.

Business ID: 568773

Certificate Number: 0007328815



IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 11th day of November A.D. 2025.

Handwritten signature of David M. Searles.

David M. Searles

Secretary of State

(Limited partnership, limited liability professional partnership or LLC)

Certificate of Authority # 3

Limited Partnership or LLC Certification of Authority

1. Michele Dutton hereby certify that I am the sole Partner, member or
(Name)

Manager and the sole officer of Shelton LLC 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: 11/10/25

ATTEST:  *managing partner*
(Name & Title)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/29/2025

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
SALLY GAYNOR-KNECHT
159 MAIN STREET
LANCASTER, NH 03584

FACTORY PHONE:
PHONE: 603-788-3544 FAX:
(AV. No. CH) (AG, NY)
E-MAIL: SALLY@GAYNOR-KNECHT.COM

INSURED
SHERMAN FARM LLC
2679 E CONWAY ROAD
CENTER CONWAY, NH 03813

INSURER(S) AFFORDED COVERAGE
TAMM FAMILY CASUALTY INS. CO.

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.

LINE	TYPE OF INSURANCE	CLASS CODE	POLICY NUMBER	POLICY EFF. DATE	POLICY EXP. DATE	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMSMADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> SPECIAL FARM PACKAGE <input type="checkbox"/> GEAR AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO. <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		2802G1352	05/01/2025	05/01/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$ 1,000,000 MED. EXP. (Any one person) \$ 5,000 PERSONAL & ADM. INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP. OR AGG. \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <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. <input type="checkbox"/> OCCUR EXCESS LIAB. <input type="checkbox"/> CLAIMSMADE RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		2802W0067	04/01/2025	04/01/2026	PER STATUTE <input type="checkbox"/> <input checked="" type="checkbox"/> E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
PROOF OF FARM LIABILITY AND WORKERS COMPENSATION INSURANCE

CERTIFICATE HOLDER

NH DEPARTMENT OF AGRICULTURE
ONE GRANITE PLACE
CONCORD, NH 03301

CANCELLATION

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

AUTHORIZED REPRESENTATIVE
[Signature]



Agricultural Marketing Service

U.S. DEPARTMENT OF AGRICULTURE

The RNS Assessment/Implementation 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: Sherman Farm LLC

UII: [REDACTED]

Phone Number: 603-939-2412

Email Address: mhdutton@shermanfarmnh.com

Physical Address

Street: 2679 East Conway Rd

City: Center Conway

State: NH

Zip: 03813

Mailing Address (if different from above)

Street: [REDACTED]

City: [REDACTED]

State: [REDACTED]

Zip: [REDACTED]

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: Michele Dutton

Title: Partner

Phone Number: [REDACTED]

Email Address: mhdutton@shermanfarmnh.com

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
-	Carroll	38
-		

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.

Expanding Wholesale Markets for New Hampshire Food Businesses at Sherman 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

At Sherman Farm, we are continually looking for ways to better serve our customers, support our employees, and strengthen our role in the communities we serve. A Line Washer will significantly enhance our operational capacity and open up new opportunities for wholesale growth. The acquisition of a state-of-the-art line washer and sorting table will increase our production volume,

enabling us to meet growing demand and pursue wholesale opportunities in new markets. This will also help address the ongoing labor challenges in our industry by streamlining our operations and improving efficiency. With a built in triple filtration system we will also be able to be more sustainable in our water conservation efforts.

By investing in this new technology, we will not only bolster our ability to distribute farm-fresh foods to a larger customer base but also expand our reach into more communities across New Hampshire. This initiative is a key step in ensuring that more families can access locally grown, high-quality produce, while also supporting the sustainability and growth of our business.

We are thrilled about the potential this equipment holds for improving our operations, driving growth, and creating more opportunities for collaboration with other NH farmers. As we continue to grow, we remain committed to our mission of providing fresh, healthy, and locally sourced food to communities across the region.

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?

#	Product Type
3000lbs	Asparagus
500lbs	Parsnips
5000lbs	Tomatoes
2500lbs	Carrots
500lbs	Beets
1000 heads	Lettuce
1000lbs	Mixed greens
1500lbs	Cucumbers

#	Product Type
1500lbs	Summer Squash
2500lbs	Winter Squash

SCOPE OF WORK

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

Sherman Farm's current business operations are deeply rooted in our commitment to sustainability, quality, and education. By focusing on both crop and livestock production, the farm aims to provide fresh, high-quality food to NH families while also maintaining a responsible and respectful approach to the land and animals. Our efforts encompass a combination of:

Our business engages in a range of core activities that support the local and regional food system. These include cleaning, processing, value-added processing, aggregation, packaging, and distribution. Raw agricultural products are first cleaned and sorted, followed by processing or value-added processing such as freezing, drying, or turning them into prepared goods. Finished products are then packaged for retail and wholesale, ensuring compliance with food safety and labeling standards.

In terms of distribution, we currently sell products through multiple market channels. These include:

- Direct-to-consumer sales at our own retail market.

- Wholesale distribution to 10 local grocery stores, restaurants and other farms.

- Online sales with local pickup options.

- Institutional partnerships with a local private school.

Currently, we distribute products to 3 local food pantries, with a focus on reaching consumers in underserved urban and rural communities.

In addition to distributing our own products, we work collaboratively with other local producers. We assist them distribution, helping them access larger markets that would otherwise be difficult to reach independently. This includes providing shared cold storage, and space on our delivery routes. This cooperative model not only expands market access for these producers but also strengthens the regional supply chain and reduces redundancies in transportation and logistics.

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

This project addresses a critical gap in local food system infrastructure—affordable access to fresh, local produce and the capacity to scale processing for both our own business and regional partners. Many of the communities we serve lack access to high-quality, nutritious food due to economic and

logistical barriers. Our goal is to help get fresh, local food into homes and communities that may otherwise not be able to afford or access these products.

Currently, our ability to process larger quantities of vegetables is limited by outdated or insufficient equipment. Investing in a vegetable line washer would significantly increase our processing capacity. This would not only allow us to handle greater volume from our own farm but would also enable us to process and package vegetables from other local farms. These additional products could then be included in our existing delivery routes and wholesale accounts, expanding access and reducing waste.

At present, we carefully plan our production around what we can feasibly process and sell, which means no produce is going to waste, but we are limited in growth potential. With expanded capacity, we could utilize additional growing ground, increase production, and diversify our offerings with more value-added products. This would create new revenue streams, increase food access in vulnerable communities, and strengthen the resilience of our regional food system.

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

The addition of a Line Washer to our processing equipment will have a significant positive impact on local and regional producers, market outlets, and the broader community. Here's how:

Local and Regional Producers: By increasing our capacity to harvest and process more products, we will create a valuable opportunity for other farms in New Hampshire that may not have the resources or equipment to grow certain crops. These farms will be able to source their products from us at wholesale rates, ensuring they can continue to focus on what they do best. This collaboration will likely foster stronger connections within the agricultural community and promote sustainable practices across the state.

Market Outlets: With the additional processing capacity, we will be able to expand the range and volume of products available to market outlets, including local grocery stores, farm stands, and restaurants. This boost in supply will help meet the growing demand for fresh, locally grown foods. As a result, more NH-grown products will be featured in markets and on menus, giving consumers greater access to high-quality, locally sourced food.

Access to Local Food Programs: The increased processing capacity will directly benefit community food programs, such as food pantries and Meals on Wheels. By expanding our ability to distribute more food, we will be able to support these vital programs with a consistent supply of fresh, locally grown produce. This not only helps fight food insecurity but also strengthens the local food system by ensuring that healthy, NH-grown food reaches those in need across the state.

With the implementation of the line washer, we will significantly expand our ability to produce and distribute value-added products throughout the year. This equipment will allow us to efficiently clean and process larger volumes of vegetables, enabling us to incorporate an additional 2,000 lbs of potatoes and 500 lbs of broccoli for late summer and fall distribution. For winter distribution, we will be able to store and distribute 3,000 lbs of carrots and 1,000 lbs of beets in cold storage. In the spring and summer months, we will also be able to expand our production of washed, ready-to-package lettuce mix, offering a fresh, convenient product for our customers. These value-added items not only extend

the seasonal availability of our products but also increase marketability and accessibility—particularly for families and institutions seeking pre-cleaned, ready-to-use local produce.

ESTIMATE THE NUMBER OF LOCAL AND REGIONAL PRODUCERS IMPACTED.

35

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:	1	<input type="checkbox"/>
2.5	Number of aggregation, storage, distribution equipment units purchased and installed:		<input checked="" 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:	35	<input type="checkbox"/>
3.3	Number of new local/regional products processed, aggregated, stored or distributed:	5	<input type="checkbox"/>
3.4	Number of new value-added products developed:		<input checked="" type="checkbox"/>
3.5	Number of new market-outlets established:	15	<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
-		Line washer with sorting table	\$17938.76	May 31st	\$17,938.76
Equipment Subtotal					\$17,938.76

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

Line Washer

The line washer will play a pivotal role in improving the overall efficiency of our produce processing by reducing manual labor and ensuring consistent, high-quality produce washing. Traditionally, produce washing can be a time-consuming and labor-intensive task. With the implementation of a line washer, we can clean larger quantities of produce faster and more efficiently. This reduction in processing time directly translates into an increased volume of food being processed, allowing us to contribute more produce to the New Hampshire food system.

By automating the washing process, we will:

- Increase throughput: This equipment enables us to process more produce in less time, which allows us to meet the demand of local markets, especially benefiting under-served communities with greater access to fresh, healthy food.
- Reduce water usage: The line washer is designed to optimize water usage, recycling and filtering water where possible, which aligns with sustainability goals. This reduction in water consumption helps us operate more efficiently, lower costs, and reduce our environmental impact.
- Minimize labor costs: As the line washer streamlines the cleaning process, we can reduce labor requirements, allowing workers to focus on other important tasks in the production line, leading to overall cost savings and increased operational efficiency.

Sorting Table

The sorting table will be essential in enhancing the accuracy and speed of our produce sorting and packaging processes. It allows workers to quickly sort produce by size, quality, and type, which ensures that only the highest-quality items are sent to market. By reducing the amount of time spent on sorting and increasing the speed at which we can prepare produce for distribution, this tool contributes to the overall efficiency of the operation.

How the sorting table contributes to project goals:

- Boost efficiency and throughput: The sorting table's design allows workers to quickly organize produce, which significantly increases the amount of food processed in a shorter period. This directly supports our goal of delivering more produce into the food system, particularly for communities that are traditionally under-served.
- Support labor efficiency: By streamlining the sorting process, the sorting table reduces the manual effort required, thus freeing up labor to focus on other critical tasks. This is especially important in a food processing environment, where labor shortages can often limit productivity.
- Reduce food waste: A sorting table enables more precise identification of underperforming produce that may not meet market standards. This helps minimize waste by ensuring that less-than-ideal items are either repurposed or discarded efficiently.
- Sustainability goals: With a more efficient sorting process, we can handle produce more delicately, reducing the likelihood of damage and spoilage. This directly supports our sustainability goals by ensuring that produce is utilized to its fullest potential, reducing waste and

ensuring that more of it reaches consumers, especially those in socially disadvantaged communities.

Together, the line washer and sorting table will increase the efficiency of our processing operations, enabling us to contribute more food to the NH food system. The improved labor efficiency, reduced water usage, and waste minimization align with our sustainability objectives, while the increased throughput and access to fresh produce will help us better serve other farmers, markets and socially disadvantaged communities, ensuring they receive the nutritious food they need.

***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.**