



# Arizona Department of Agriculture

1688 W. Adams Street, Phoenix, Arizona 85007  
(602) 542-0137 FAX (602) 364-0830

January 2022

Dear Eligible Applicant:

This letter is to notify you of the Arizona Department of Agriculture, Specialty Crop Block Grant COVID Cost-Share Reimbursement Program (COVID-CSR). Qualified applicants may receive reimbursement for up to \$2,500 in eligible expenses. The cost-share reimbursement program is designed to help defray some of the expenses related to COVID. More information about the COVID-CSR, offered by the AZDA, is available on-line at <https://agriculture.az.gov/plantsproduce/covid-cost-share-reimbursement-program>

A business/organization/individual is eligible to apply for reimbursement as soon as eligible expenses are incurred and invoice(s) have been paid. Applicants must fully complete the necessary notarized application and provide proof of payment. Qualified applicants may only receive funding for up to \$2,500 in eligible expenses. To qualify for reimbursement, applicants must have incurred eligible expenses between April 3, 2021 and September 30, 2022.

Applications are accepted and approved on a first-come, first-served basis. It is recommended that potential applicants apply for this funding as soon as eligible expenses have been incurred and invoice(s) have been paid. In the event of limited funds available, preference will be given to complete notarized applications received with the earliest approval date. **Funding for this program may not be available after September 30, 2022 and all qualified applications must be received by that date. Qualified applicants are encouraged to take advantage of this opportunity.**

The attached form is also available on-line at: <https://agriculture.az.gov/plantsproduce/covid-cost-share-reimbursement-program>. If you have questions regarding this cost-share reimbursement program, please do not hesitate to contact the SCBGP Grant Program Coordinators, Lisa James at 602-542-3262 or [ljames@azda.gov](mailto:ljames@azda.gov) and Ashley Estes at 602-542-0972 or [aestes@azda.gov](mailto:aestes@azda.gov).

Sincerely,

A handwritten signature in blue ink that reads "Susan Chase".

Susan Chase  
Assistant Director  
Agricultural Consultation & Training