

Instructions

All dairy processors who are in the process of applying but have not yet submitted their application, or have received a supplemental application, can claim September revenue losses. To claim September losses you must follow this process:

- Select the revenue loss line.
- Enter your estimated September sales.
- Enter \$1.00 into the 2020 Covid Sales row.

You will be required to finalize your application with September loss of revenue by the end of October. If this step is not completed, the September loss of revenue and sales line item losses will be removed from your application, and we will review all other losses or expenses claimed.

September Revenue Losses – Preliminary Estimate

By law, all Vermont COVID-19 Agriculture Assistance Program (VCAAP) Dairy Assistance applications are due by October 1, 2020. The Vermont Agency of Agriculture, Food & Markets (Agency) cannot unilaterally change this date but wants to allow dairy processors to be able to claim their September losses.

If a dairy processor expects to have revenue losses in September and wants to claim those losses, the processor must submit an application claiming all losses by October 1, 2020 at 8:00 AM. If proof of September losses is not yet available, the Agency will request follow-up documentation for the September 2020 losses when it becomes available in October 2020.

Processors can submit an application by October 1, 2020 at 8:00 AM that includes September revenue losses through the following process. To claim revenue loss for September, the processor must submit an estimate of loss in the attachment and enter \$1 into the revenue loss row for September 2020.

This preliminary estimate document should be marked as “Preliminary Estimate” and must be uploaded as a placeholder for further documentation of actual losses by October 20, 2020.

Once proof of losses is available, the Agency will return the application with the estimated September losses and provide the applicant 7 days to enter the actual dollar amount of sales and upload the revenue documentation to prove actual losses for the month of September.

If the applicant fails to upload the final documentation within 7 days (likely by October 28, 2020), then the line item indicating September revenue losses will be marked denied and removed from the award calculation, and the processor will be ineligible for any September revenue losses.

By uploading this preliminary estimate document as a placeholder for proof of actual losses, the applicant and Agency agree to this procedure to allow dairy processors to prove their September losses after submitting an application. Applications cannot be submitted or considered after October 1, 2020 at 8:00 AM.