

Local Food Promotion Program (LFPP) Final Performance Report

The final performance report summarizes the outcome of your LFPP award objectives. As stated in the LFPP Terms and Conditions, you will not be eligible for future LFPP or Farmers Market Promotion Program grant funding unless all close-out procedures are completed, including satisfactory submission of this final performance report.

This final report will be made available to the public once it is approved by LFPP staff. Write the report in a way that promotes your project's accomplishments, as this document will serve as not only a learning tool, but a promotional tool to support local and regional food programs. Particularly, recipients are expected to provide both qualitative and quantitative results to convey the activities and accomplishments of the work.

The report is limited to 10 pages and is due **within 90 days** of the project's performance period end date, or sooner if the project is complete. Provide answers to each question, or answer "not applicable" where necessary. It is recommended that you email or fax your completed performance report to LFPP staff to avoid delays:

LFPP Phone: 202-720-2731; Email: USDALFPPQuestions@ams.usda.gov; Fax: 202-720-0300

Should you need to mail your documents via hard copy, contact LFPP staff to obtain mailing instructions.

Report Date Range: <i>(e.g. September 30, 20XX-September 29, 20XX)</i>	September 30, 2015 – May 31, 2015
Authorized Representative Name:	Kristen Irvin
Authorized Representative Phone:	336-509-0044
Authorized Representative Email:	info@semala.org
Recipient Organization Name:	Southeastern Massachusetts Livestock Association
Project Title as Stated on Grant Agreement:	Southern New England Meat Processing Initiative
Grant Agreement Number: <i>(e.g. 14-LFPPX-XX-XXXX)</i>	14-LFPPX-MA-0078
Year Grant was Awarded:	2014
Project City/State:	Westport, MA
Total Awarded Budget:	\$25,000

LFPP staff may contact you to follow up for long-term success stories. Who may we contact?

Same Authorized Representative listed above (check if applicable).

Different individual: Name: Andrew Burnes; Email: andy@jordanfarm.com; Phone: 617-759-1701

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0581-0287. The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable sex, marital status, or familial status, parental status religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program (not all prohibited bases apply to all programs). Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

1. State the goals/objectives of your project as outlined in the grant narrative and/or approved by LFPP staff. If the goals/objectives from the narrative have changed from the grant narrative, please highlight those changes (e.g. "new objective", "new contact", "new consultant", etc.). You may add additional goals/objectives if necessary. For each item below, qualitatively discuss the progress made and indicate the impact on the community, if any.

- i. Goal/Objective 1:

Site Design plans for the Westport slaughterhouse. This work includes the layout and engineering of all components of the site including building location, drainage and storm water management, roadways and parking areas.

- a. Progress Made:

1. The site was researched and surveyed to recover and locate the property line monumentation.
 2. A topographic survey of the site was conducted.
 3. A wetland scientist marked and delineated the limit of the wetlands.
 4. A site plan with topography, wetland locations, and property lines was created.
 5. Samples of effluent from a similar facility were taken and analyzed to help with designing wastewater management.
 6. Engineering for the sanitary wastewater management was completed.
 7. Storm water management and engineering was completed.
 8. The building location was temporarily set pending the outcome of the permitting process with the Town of Westport. The footprint of the facility was set based on the floor plan design.
 9. The drainage and site grading design was completed.

- b. Impact on Community:

Not applicable until the overall project, which the LFPP project is a part of, is completed.

- ii. Goal/Objective 2:

Prepare permit applications for the Westport Town Planning Board.

- a. Progress Made:

1. An Abbreviated Notice of Resource Area Delineation (ANRAD) was prepared, submitted to the town of Westport Conservation Commission and accepted.
 2. An application for site plan approval from the Town Planning Board was completed and submitted on May 29, 2015.
 3. The application for a special permit for the Science and Technology Overlay District (STOD) was completed and submitted to the Town Planning Board on May 29, 2015.
 4. See attached file for site plans included in applications to the Westport Town Planning Board (Siteplans.pdf). These plans were created using funds from the LFPP and the matching funds.

b. Impact on Community:

Not applicable until the overall project is completed.

2. Quantify the overall impact of the project on the intended beneficiaries, if applicable, from the baseline date (the start of the award performance period, September 30, 2015). Include further explanation if necessary.

- i. Number of direct jobs created: 2

SEMALA hired two part-time consultants to handle the day to day affairs of the project: a project manager to assist with the design, permitting and construction aspects of the project and an Association Manager mainly focused on the fundraising and administrative tasks.

- ii. Number of jobs retained:

- iii. Number of indirect jobs created:

SEMALA hired a design firm (Food Tech Inc. based in Rockland, MA) and two firms involved in the site engineering: Fay, Spofford, and Thorndike based in Burlington, MA and Site Design Engineering, LLC based in Middleboro, MA. SEMALA also hired two industry consultants who are helping at all stages of designing and structuring the facility.

- iv. Number of markets expanded: **Not Applicable**

- v. Number of new markets established: **Not Applicable**

- vi. Market sales increased by \$insert dollars and increased by insert percentage%.

- vii. Number of farmers/producers that have benefited from the project: **Not Applicable until the Overall Project is completed**

viii.

a. Percent Increase:

3. Did you expand your customer base by reaching new populations such as new ethnic groups, additional low income/low access populations, new businesses, etc.? If so, how?

Not Applicable

4. Discuss your community partnerships.

- i. Who are your community partners? **Not Applicable**

- ii. How have they contributed to the overall results of the LFPP project?

- iii. How will they continue to contribute to your project's future activities, beyond the performance period of this LFPP grant?

5. Are you using contractors to conduct the work? If so, how did their work contribute to the results of the LFPP project?

The site engineering work is being conducted by two different firms under the guidance of the SEMALA Board of Directors: Site Design Engineering, LLC (SDE) in Middleboro, MA and Fay, Spofford, and Thorndike, LLC (FST) in Burlington, MA. SDE did all of the wetland delineation, survey work and the basic site plan (topography, property lines and wetland delineation) and this work was all paid with matching funds. FST did the work on the building location, drainage and storm water management, underground utilities, and roadways and parking areas. The LFPP planning grant is paying for the work completed by FST, which includes the aforementioned work and preparing and submitting the site plans for approval by the Westport, MA Town Planning Board.

6. Have you publicized any results yet? * **Yes**

i. If yes, how did you publicize the results?

Each month, we have meetings open to our stakeholders (livestock producers, local food advocates and our members) and the general public. During these meetings, we update everyone on our progress to date and then get feedback from them about the project. We publicize meeting announcements on our website and through our email list of interested parties. We also had an informational table at several farmer events this winter and early spring (SEMAP's Ag & Food Conference, NOFA/RI winter conference, and Meet Your Local Farmers event at the Harwich Conservation Trust). We also keep our website (www.semala.org) up-to-date with the progress of our project.

ii. To whom did you publicize the results?

Our reports on the progress of the project are available to anyone that is interested, through our website, monthly meetings, and events where we have an informational table at.

iii. How many stakeholders (i.e. people, entities) did you reach?

About 200 people attended the Ag & Food Conference and about 100 people attended the NOFA/RI winter conference and we were able to talk to a lot of people including farmers, local food advocates, general public interested in agriculture and several key politicians. At our monthly informational meetings that are open to the public we have anywhere from two to twenty people attending.

*Send any publicity information (brochures, announcements, newsletters, etc.) electronically along with this report. Non-electronic promotional items should be digitally photographed and emailed with this report (do not send the actual item).

7. Have you collected any feedback thus far about your work? **Yes**

i. If so, how did you collect the information?

We have informally collected feedback and comments on our project from our monthly open meetings, through our website, and at the events we have attended.

ii. What feedback have you collected thus far (specific comments)?

We have gotten overwhelmingly positive feedback about our project and how it is an important piece of infrastructure and economic development project for our area. Some of the comments we have gotten include the following comment from our website:

“We raise sheep over on the Vineyard and would like to support this project. Please keep us informed. We would commit to using the facility.”

The following quote is from one of our state representative, Christopher Markey: “Since 2011, the state has funded ‘Buy Local’ initiatives across the Commonwealth, helping to boost access to local agricultural products for a growing consumer base. People understand that when they spend money on local agriculture, they are buying fresher, safer foods, helping to reduce the carbon footprint required to bring food from outside the area, and keeping people in their own communities working. While there’s been an emphasis on fruits, vegetables, and dairy, the need for greater, more cost-effective access to safe, humanely processed local meats is there and it is growing. SEMALA’s plan would help

expand that access, and really go a long way in making the ‘Buy Local’ effort in Southeastern Massachusetts more complete.”

8. Budget Summary:

- i. As part of the LFPP closeout procedures, you are required to submit the SF-425 (Final Federal Financial Report). Check here if you have completed the SF-425 and are submitting it with this report: **X**
- ii. Did the project generate any income? **No**
 - a. If yes, how much was generated and how was it used to further the objectives of the award?

9. Lessons Learned:

- i. Summarize any lessons learned. They should draw on positive experiences (e.g. good ideas that improved project efficiency or saved money) and negative experiences (e.g. what did not go well and what needs to be changed).

Overall the process went very well and confirmed the process of seeking qualified contractors through our Request for Proposals. Fay, Spofford, & Thorndike has proven to be excellent in all regards; professional, efficient and responsive.

- ii. If goals or outcome measures were not achieved, identify and share the lessons learned to help others expedite problem-solving: Not applicable; they were achieved.
- iii. Describe any lessons learned in the administration of the project that might be helpful for others who would want to implement a similar project:
Not applicable; we didn't have any problems with the administration of this project.

10. Future Work:

- i. How will you continue the work of this project beyond the performance period? In other words, how will you parlay the results of your project's work to benefit future community goals and initiatives? Include information about community impact and outreach, anticipated increases in markets and/or sales, estimated number of jobs retained/created, and any other information you'd like to share about the future of your project.

Next steps

This LFPP planning grant is part of an overall project to build a USDA-inspected slaughterhouse and processing facility in Westport, MA. The money from this grant helped with the site engineering for the facility. To date, SEMALA has successfully completed the preliminary planning, engineering and design work, including the floor plan of the facility and the site engineering and design. SEMALA submitted the site plan and a STOD special permit application to the Town of Westport Planning Board on May 29, 2015. Formal submissions to the Westport Conservation Commission, Westport Board of Health and the State filings (including Mass DEP) will be submitted in summer 2015. Based on discussions with the town, we estimate the permitting process to take 30-60 days. We feel confident going into the permitting process, because our site is properly zoned and the Town of Westport has been very receptive and supportive of our work over the last year and a half. We estimate completion of the current stage

of the project in late summer 2015, including the preliminary building design, site engineering and permitting. In early fall 2015 we will proceed with the final construction drawings, final building permit application, and construction bidding. Our target for construction start is in December 2015, once the final design work is complete. We anticipate the facility opening in late spring 2016.

Expected Outcomes and Community Impact

SEMALA's new USDA facility will have five main benefits: enabling producers to process their animals more profitably, economic growth in the agricultural sector, increased access to locally raised meats, preservation of agricultural land and educational opportunities for farmers. With reduced travel times for livestock, the proposed facility will enable existing livestock producers to be more cost effective and likely to expand, and will encourage new producers in the area to start flocks/herds. It also will increase the overall quality of the meat, because the animals will experience less stress from the reduced time in a trailer, and because the facility is being designed following the highest animal welfare standards. The proposed facility also will positively impact job opportunities in an area that has had chronic unemployment for years. Initially, the facility will employ 5-6 full time employees but should grow to 12-15 employees with the expected growth in throughput. In addition, a successful facility will mean more jobs on the farms themselves and in the agricultural support services such as farm supply, equipment, and feed stores.

Just as important, this project will have a major, positive impact on the local food system. Because of the relatively small size and location of the proposed meat processing facility, it will primarily service small-scale livestock farmers within a 100 mile radius, including southeastern Massachusetts, Rhode Island, and eastern Connecticut. We anticipate the vast majority of meat being processed in the facility will be raised, processed and sold within a 100 mile radius of the SEMALA facility. Many of the farmers that will use our facility market their meat directly to customers through on farm sales, meat CSAs and farmers' markets and/or wholesale to local grocery stores, restaurants, and institutions in their communities or in the major markets of Boston, MA and Providence, RI. This helps bolster the New England food system by increasing the availability of locally and sustainably raised meats. The proposed facility also will have a retail store and an operating structure that fosters the growth of direct sales by the producers, making locally raised meat products more accessible to the surrounding community and developing a potential new market for producers.

Building this facility will also help keep agricultural land in use rather than being developed, by increasing the capacity of local, small-scale livestock farmers. Finally, SEMALA is committed not only to building an important piece of infrastructure for livestock farmers, but also developing the educational opportunities that surround this endeavor. SEMALA is currently developing its educational programs, including workshops for producers on topics ranging from pasture management to maintaining healthy animals and how to market meat products; mentorship programs for beginning farmers; and classes for local food lovers on how to cook grass-fed meat and sausage making.

Outreach

SEMALA's plan for outreach focuses on meetings throughout the region, and consistent and transparent email and web-based communications. In order to disseminate project results to stakeholders and interested parties, SEMALA has held and plans to hold additional informational events in strategic locations across southeastern Massachusetts including Cape Cod, eastern Connecticut, and Rhode Island. These events are a chance to convene meat producers, consumers and the public, as well as local officials, to share our project progress, results, and challenges. SEMALA believes in engaging the affected communities in open dialogue and providing opportunities for conversation and Q&A. Over the last year these efforts have paid dividends, as awareness of SEMALA's work is being recognized throughout the region among producers, food advocates and public officials.

Just as important, SEMALA holds regular monthly meetings at the Dartmouth Grange which are open to all meat and livestock producers as well as other interested parties. Meeting invitations are announced via email to our list of nearly 150 individuals who have expressed interest in SEMALA. A typed meeting agenda is distributed to all attendees and President Andy Burnes begins each meeting with project updates, announcements and items needing input/feedback regarding the project.

Additionally, SEMALA's website, www.semala.org, has background and contact information, meeting and event calendar, and a link for producers to complete our livestock survey. The website is continually updated by members of our Board of Directors and will include project status updates and instructions for whom to contact with inquiries. Once the Overall Project is complete, the SEMALA website will be altered to provide a feed back "TAB" that will enable our stakeholders to give us feedback. Our intent is to strengthen SEMALA's position as a voice for local livestock producer dialogue, especially as it relates to meat processing, marketing, and the evolution of best practices in the industry.