

## RTCP Expense Documentation

**Verifiable** records supporting eligible costs include, but are not limited to:

- account statements
- bill of lading
- contractual agreements
- financial statements
- invoices
- retail sales receipts.

**Verifiable** records **must** show:

- name of producers, except on retail sales receipts
- commodity, quantity, and unit of measure, or unit price
- type of inputs
- date of service/sale
- name of person or entity providing the service/sale, as applicable.

### Eligible Costs

Transportation costs; such as air freight, ocean freight, and land freight are eligible if such transportation method was used to produce an agricultural commodity, including, but not limited to:

- Chemicals and fertilizer
- Equipment parts—repair parts
- Materials and supplies—Irrigation, etc.
- Feed
- Fuel
- Plants, Seed
- Tractors and other farm implements used in producing agricultural commodities
- Green house material / Hydroponics hardware
- Fruit trees to establish an orchard
- Other inputs as determined by FSA

Transportation of raw products such as cattle, coffee beans, fruits and vegetables.

### Ineligible Costs

Utilities and Lease Rent

- Electricity & Water
- Farm lease rent payments

Home office items including:

- Computers, printers, and ink
- Paper and office supplies

Machinery and equipment for the purpose of post processing ag commodities (value added measures):

- Coffee roasters
- Slaughter house equipment
- Fruit and Vegetable Dehydrators
- Cooking equipment and supplies

Transporting post processed (value added) food and products such as:

- Roasted coffee
- Dried meat
- Processed fruits