

## Selected Resources for Developing Value-added Products in Kentucky

The following list is intended to provide Kentucky growers with resources that will help them on their way to adding value to their raw farm products. Included are the names and contact information of pertinent agencies and departments at the University, State, and Federal levels. Links to government regulations and laws related to processing value-added food products are included, as well as links to other selected Internet resources, fact sheets, and guidebooks.

**University of Kentucky College of Agriculture**  
<http://www.ca.uky.edu>

### Cooperative Extension Service (CES)

Several CES offices own commercial kitchens available for their residents and neighboring county residents to rent for pre-arranged time slots. Contact your county agent for information on the availability of these facilities, as well as for technical assistance and educational resources on other value-added issues. To locate your county Extension office, click on the following link.

<http://www.ca.uky.edu/county/>

CES Administrative Office  
 University of Kentucky  
 S-107 Ag Science-North  
 Lexington, KY 40546  
 (859) 257-4302

**Crop Diversification  
& Biofuel Research  
Education Center**



### Food Systems Innovation Center (FSIC)

A multi-disciplinary approach is used to provide technical support to Kentucky's food businesses.

<http://www.uky.edu/fsic/>

440 Charles E. Barnhart Building  
 Lexington, KY 40546  
 (859) 257-7272 ext. 286

### School of Human Environmental Sciences – Nutrition and Food Science

Home-based and micro-business publications.

<http://www.ca.uky.edu/hes/index.php?p=212>

204 Funkhouser Building  
 Lexington, KY 40546  
 (859) 257-1812

### UK INTERNET RESOURCES

#### Home-Based Processing and Microprocessing

(School of Human Environmental Sciences-  
Department of Nutrition and Food Science)

Links to information for growers wishing to process their own value-added products. Includes food labeling requirements, submitting recipes for approval,

and applicable forms. The schedule for upcoming home-based microprocessing workshops (required for certification) plus workshop registration and contact information are also at this site.

<http://www.ca.uky.edu/agc/micro/>

**PRIMER for Selecting New Enterprises for Your Farm** (Department of Agricultural Economics, 2000)

This publication contains questionnaires and worksheets designed to help producers evaluate new enterprises for their agricultural business.

[http://www.uky.edu/Ag/AgEcon/pubs/ext\\_aec/ext2000-13.pdf](http://www.uky.edu/Ag/AgEcon/pubs/ext_aec/ext2000-13.pdf)

**Kentucky Department of Agriculture (KDA)**

<http://www.kyagr.com>

**Division of Value-added Plant Production**

Provides marketing advice for Kentucky growers wanting to develop or expand their horticultural enterprise. Specialists are available to serve farmers markets, fruit and vegetable growers, ornamental agricultural producers, and certified organic growers.

<http://www.kyagr.com/marketing/plantmktg/index.htm>

100 Fair Oaks Lane 5<sup>th</sup> Floor  
Frankfort, KY 48602  
(502) 564-4983 X 241

**Farmers' Market Program**

Provides support and resources for farmers markets, market managers, and market growers.

<http://www.kyagr.com/marketing/farmmarket/index.htm>

(502) 564-4983 X 235

**Kentucky Proud** (for Producers)

As part of the KDA 'buy local' initiative, this site provides application forms, program guidelines, logo use, and contact information.

<http://www.kyproud.com/Members/index.htm>

(502) 564-4983

**KDA INTERNET RESOURCES**

**Farmers' Market Manual**

Contents cover rules, regulations, tips, and other useful information. Some of the topics relevant to value-added products are: food sampling guidelines, home processing, and obtaining permits for processed products. 89 pp.

<http://www.kyagr.com/marketing/farmmarket/documents/20102011KyFarmersMarketManualwCover.pdf>

**Farmers Market Regulations Power Point**

A slide show presenting information growers should be aware of when selling value-added products at a Kentucky farmers market. 4.3 MB file

<http://www.kyagr.com/marketing/farmmarket/documents/FarmersMarketRegulations.ppt>

**Kentucky Department for Public Health (DPH)**

(in KY Cabinet for Health and Family Services)

<http://chfs.ky.gov/dph/default.htm>

**Kentucky Department for Public Health - Food Safety Branch**

This agency regulates prepared food items, minimally processed foods, and all value-added products. The staff reviews potential food labels to ensure they are in compliance with federal regulations, and also approves the final label. Contact them for a home-based processing and microprocessing information/application packet, registration/certification, and fee schedule.

<http://chfs.ky.gov/dph/info/phps/food.htm>

DPH Food Safety Program  
Food Safety Branch  
275 East Main Street  
Frankfort, KY 40621  
(502) 564-7181

**Local Health Department**

An agency responsible for public health in the county. Locate your county's office via this link.

<http://chfs.ky.gov/dph/Local+Health+Department.htm>

## DPH INTERNET RESOURCES

### **How to Manufacture Food for Sale**

General step-by-step instructions for those starting a food processing or manufacturing business; including selecting an established facility, planning a new facility, obtaining permits, and the required inspections.

<http://chfs.ky.gov/dph/manufacturefood.htm>

### **Labeling Requirements for Commercial Processors**

A fact sheet on the labeling information required for all commercially packaged food products in Kentucky.

<http://chfs.ky.gov/NR/rdonlyres/975F0C12-A5CB-4961-8D0E-6BE2E938AA7D/0/labelingRequirementsforCommercialProcessors.pdf>

### **Labeling Requirements for Home Based Processors**

A fact sheet on the label information required on all food items produced by home-based processors in Kentucky.

<http://chfs.ky.gov/NR/rdonlyres/09638ED7-260F-4999-8F8A-807D24587CA1/0/Labelsforhomeprocessors.pdf>

### **New “Farmers Market Temporary Food Service Establishment” Explained (2007)**

A slide presentation explaining the regulations, application process, etc. for operating a food service establishment (cooking on the site) at a Kentucky farmers market.

<http://chfs.ky.gov/NR/rdonlyres/8767A302-3208-4351-9E68-1234334DBCD6/0/FARMERSMARKETTEMPORARY.pdf>

## **Kentucky Legislature**

<http://www.lrc.ky.gov/home.htm>

## **Kentucky Laws**

This site links to all Kentucky Revised Statutes (KRS), Administrative Regulations (KAR), and Acts of the General Assembly.

<http://www.lrc.ky.gov/Law.htm>

## SPECIFIC KENTUCKY STATE LAWS

### **Kentucky Food and Cosmetics laws**

Title 902 KAR Chapter 45

Food industry standards, codes, permits, fees, etc.  
<http://www.lrc.ky.gov/kar/TITLE902.htm>

### **Kentucky Food, Drug, and Cosmetic Act**

KRS Chapter 217

The laws pertaining to the manufacture and sale of food, drugs, and cosmetics.

<http://www.lrc.ky.gov/KRS/217-00/CHAPTER.htm>

## **Other Kentucky Resources**

### **Division of Water**

A KY Department of Environmental Protection agency providing water supply inspections and approval for food processors using water from sources other than a city water supply.

<http://www.water.ky.gov/>

200 Fair Oaks Lane, 4<sup>th</sup> floor  
Frankfort, KY 40601  
(502) 564-3410

### **Jackson County Regional Food Center**

Provides assistance in all phases of developing value-added products. In addition to a fully-equipped licensed kitchen, the Center also has a honey extraction unit.

<http://www.jcfoodcenter.com/>

366 Highway 3443  
Tyner, Kentucky, 40486  
(606) 364-3436

### **Kentucky Center for Agricultural and Rural Development (KCARD)**

A non-profit organization established to facilitate agricultural and rural development by providing educational opportunities, technical assistance, and business support services.

<http://www.kcard.info/>

KCARD Main Office  
411 Ring Road  
Elizabethtown, KY 42701  
(270) 763-8258

### **Kentucky Small Business Development Center**

Provides consultations, workshops, market research, and other services for small businesses.

<http://www.ksbdc.org/>

University of Kentucky  
225 Gatton College of Business and  
Economics Building  
Lexington, KY 40506-0034  
(859) 257-7668

### **MarketMaker** (KDA, UK CES, & Governor's Office of Agricultural Policy)

A Web-based marketing aid providing a link between agricultural producers and potential buyers of food products. Contains a wealth of demographic and business data as well.

<http://www.marketmakerky.com>

### **U.S. Department of Agriculture (USDA)**

<http://usda.gov>

### **USDA Food Safety Inspection Service (FSIS)**

Food products containing 3 percent or more beef or 2 percent or more poultry fall under the regulatory jurisdiction of the USDA. Contact the Regional Office to inquire about the necessity of obtaining a "Grant of Federal Inspection." If the proposed product falls outside of USDA jurisdiction, the Kentucky Department for Public Health requires a copy of a "letter of release" from the USDA.

<http://www.fsis.usda.gov/>

USDA-FSIS Office of Field Operations  
Raleigh Regional Office  
6020 Six Forks Road  
Raleigh, NC 27609  
(919) 844-8400

### **USDA Rural Development - Kentucky**

An agency that promotes sustainable rural communities and assists the residents of those communities improve their quality of life.

<http://www.rurdev.usda.gov/ky/>

771 Corporate Drive, Suite 200  
Lexington, KY 40503-5477  
(859) 224-7300

### **USDA INTERNET RESOURCES**

#### **Alternative Marketing and Business Practices: On-farm Enterprises and Value-added Products**

Information for farmers exploring new enterprises for diversification or considering alternative marketing strategies that increase a customer's perceived value of existing agricultural products.

[http://afsic.nal.usda.gov/nal\\_display/index.php?info\\_center=2&tax\\_level=2&tax\\_subject=299&level3\\_id=0&level4\\_id=0&level5\\_id=0&topic\\_id=1432&&placement\\_default=0](http://afsic.nal.usda.gov/nal_display/index.php?info_center=2&tax_level=2&tax_subject=299&level3_id=0&level4_id=0&level5_id=0&topic_id=1432&&placement_default=0)

#### **U.S. Food and Drug Administration (FDA)**

<http://www.fda.gov/default.htm>

#### **Center for Food Safety and Applied Nutrition**

The CFSAN carries out the mission of the Food and Drug Administration (a scientific regulatory agency responsible for food safety).

<http://www.fda.gov/AboutFDA/CentersOffices/CFSAN/default.htm>

Outreach and Information Center  
5100 Paint Branch Parkway HFS-009  
College Park, MD 20740-3835  
(888) 723-3366

### **FDA INTERNET RESOURCES**

#### **Acidified and Low Acid Canned Foods**

Links to information on regulations, procedures, and registration requirements for canned foods.

<http://www.cfsan.fda.gov/%7Ecomm/lacf-toc.html>

Help Center (301) 436-2411

#### **Current Good Manufacturing Practices**

Good manufacturing practices for food processing and dietary supplements.

<http://www.fda.gov/Food/GuidanceComplianceRegulatoryInformation/CurrentGoodManufacturingPracticesCGMPs/default.htm>

#### **Food Code (2009)**

A reference document regarding how food should be safely handled in food service establishments,

at retail food establishments, and at institutions.  
<http://www.fda.gov/Food/FoodSafety/RetailFoodProtection/FoodCode/FoodCode2009/>

### **Labeling and Nutrition: Food Labeling and Nutrition: Overview**

Information related to FDA labeling requirements for processed foods.

<http://www.fda.gov/Food/LabelingNutrition/default.htm>

### **Registration of Food Facilities**

Information on the registration requirements of food facilities.

<http://www.cfsan.fda.gov/~furls/ovffreg.html>

### **Retail Food Protection**

Retail food safety information.

<http://www.fda.gov/Food/FoodSafety/RetailFoodProtection/default.htm>

## **Value-added Sites at Other States/Universities**

### **INDIANA**

#### **New Ventures in Food and Agriculture for Indiana** (Purdue University)

Provides resources and educational opportunities for producers interested in starting or expanding a food- or agriculture-related business. This site has a user-friendly business planning tool called INVenture.

<https://www.agecon.purdue.edu/newventures/index.html>

#### **Value-Added Agriculture** (Purdue University)

Publications and resources to assist producers in capturing more value from their farm products.

<http://www.ces.purdue.edu/extbusiness/value.htm>

### **NORTH CAROLINA**

#### **MarketReady** (North Carolina State University)

A program established to help tobacco growers make the transition to other profitable enterprises. This site includes links to enterprise budgets and

grower information portals, as well as resources for marketing agricultural products.

<http://plantsforhumanhealth.ncsu.edu/extension/overview/>

### **PENNSYLVANIA**

#### **Food Entrepreneur Resources** (Pennsylvania State University)

Resources for small food processors and potential entrepreneurs.

<http://pafoodventures.psu.edu/>

### **TENNESSEE**

#### **Center for Profitable Agriculture** (University of Tennessee)

Resources to assist growers in the development and marketing of new, improved, and/or expanded agricultural, aquacultural, and forestry products.

<http://cpa.utk.edu>

#### **Tennessee Value-Added Agriculture Priority Program** (University of Tennessee)

Provides resources and assistance to farmers and entrepreneurs as they develop value-added businesses.

<http://valueaddedag.tennessee.edu/welcome.htm>

## **Grants and Sources of Funding**

### **Grant Opportunities**

A UK Cooperative Extension Service listing of grant opportunities available from various government agencies and private organizations.

<http://ces.ca.uky.edu/cesrc/grants>

### **Kentucky Agricultural Development Board**

The Board oversees the distribution of state tobacco settlement money for agricultural development in Kentucky, including funding innovative proposals for new ways to add value to Kentucky agricultural products.

<http://agpolicy.ky.gov/board/index.shtml>

Governor's Office of Agricultural Policy  
404 Ann Street  
Frankfort, Kentucky 40601  
Phone: (502) 564-4627

### Other Funding Opportunities

A Kentucky Center for Agricultural Development and Entrepreneurship listing of funding opportunities available from various government agencies and private organizations.

<http://agpolicy.ky.gov/kcade/grant.shtml>

### Value-added Development Grants in Kentucky

USDA Rural Development funding opportunities for producers who add value to their agricultural products through further processing. Contact the USDA State Office for application forms and program details.

[http://www.rurdev.usda.gov/ky/value\\_added\\_producer\\_grant.htm](http://www.rurdev.usda.gov/ky/value_added_producer_grant.htm)

USDA – Kentucky State Office  
771 Corporate Drive, Suite 200  
Lexington, KY 40503  
(859) 224-7300

### Uniform Code Council (for Barcodes)

<http://www.uc-council.org>

### GS1 US BarCodes and eCom

This company issues unique Uniform Product Codes (barcodes) for retail products, such as those sold through a retail grocery.

[http://barcodes.gs1us.org/dnn\\_bcec/Default.aspx](http://barcodes.gs1us.org/dnn_bcec/Default.aspx)

7887 Washington Village Drive  
Suite 300  
Dayton, OH 45459  
(937) 435-3870 (937) 435-7317

### Miscellaneous

#### Adding Value to Farm Products: An Overview (ATTRA, 2007)

Article discusses concepts of value-added farm products, as well as creating and capturing value.

<https://attra.ncat.org/attra-pub/summaries/summary.php?pub=270>

#### Keys to Success in Value-Added Agriculture (ATTRA, 2001)

Fourteen farmers in the southern U.S. provide

information and insights on their experiences with adding value to their farm products.

<https://attra.ncat.org/attra-pub/summaries/summary.php?pub=271>

### Mountwest Community & Technical College Culinary Institute Commercial Kitchen

Formerly Mountain Bounty Kitchen, this commercial food processing kitchen will again be available for rent in the spring of 2012. Contact the director at [perry149@mctc.edu](mailto:perry149@mctc.edu) (e-mail).

1650 8th Avenue  
Huntington, WV 25703  
(304) 696-4326

### Plain Language Guide to Starting a Value Added Food Business (Northeast Network of Immigrant Farming Projects, 2008)

Information on processing raw produce for sale and packaging value-added products. *1 MB file*

[http://nesfp.nutrition.tufts.edu/downloads/guides/PL\\_ValueAddedGuide.pdf](http://nesfp.nutrition.tufts.edu/downloads/guides/PL_ValueAddedGuide.pdf)

### *Sell Your Specialty Food: Market, Distribute, and Profit from Your Kitchen Creation.* 5<sup>th</sup> ed.

(previous volumes were titled: *From Kitchen to Market*). 2008. Kaplan Publishers. 320 pp.

This paperback book provides guidance on selling and marketing specialty gourmet foods.

### Steps to Start a Specialty Food Business (Cornell University, 2007)

Lists the basic steps to starting a specialty food business, including production, business planning, labels, and marketing decisions.

[http://www.nysaes.cornell.edu/necfe/pubs/pdf/FactSheets/FS\\_StepsToStartBusiness.pdf](http://www.nysaes.cornell.edu/necfe/pubs/pdf/FactSheets/FS_StepsToStartBusiness.pdf)

### Value-Added Enterprises (How to Go Organic)

A listing of resources, case studies, and centers that can assist organic growers with adding value to their raw agricultural products.

<http://www.howtogoorganic.com/index.php?page=value-added-processing>

<b>What You Need</b>	<b>Agency/Office to Contact</b>
Business license	County Clerk
CES commercial kitchen availability	County CES office
Construction plan approval for new or renovated kitchen facility	Local Health Department
Commercial Food Processing/Manufacturing permit	FSB
Farmers Market Temporary Food Service permit	Local Health Department
Farmers Market Food Sampling requirements	KDA
Food Storage Warehouse permit	FSB
General Food Manufacturer permit	FSB
Good Agricultural Practices training	County CES office or KDA
Good Manufacturing Practices	FDA
HBM and HBP information packet	FSB
HBM certification application	FSB
HBM workshops	HES
HBP registration	FSB
Inspection of grower's commercial kitchen	Local Health Department
Label approval for commercial food products, including HBP and HBM	FSB
Label review	County CES office, FSIC, HES, or KDA
Marketing assistance	KDA, FSIC, or KCARD
Meat/poultry-containing products	FSIS
Mobile Retail Market permit	Local Health Department
Proposed ingredients & manufacturing process reviewed	FSB
Recipe approval	HES or FSIC
Retail Sales permit	FSB
Temporary Food Service Vendor inspection & permit requirements	Local Health Department
UPC barcode	Uniform Code Council
Water source approval	Kentucky Division of Water

*CES* Cooperative Extension Service

*FDA* US Food and Drug Administration

*FSB* State Department for Public Health, Food Safety Branch

*FSIC* UK Food Systems Innovation Center

*FSIS* USDA Food Safety Inspection Service

*HES* UK School of Human Environmental Sciences,  
Department of Nutrition and Food Science

*HBM* Home-based microprocessor

*HBP* Home-based processor

*KDA* Kentucky Department of Agriculture

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