

# COVID-19 Summer Share Handbook

Our summer share will look very different this year due to COVID-19. Please read this entire handbook to avoid confusion.

The Pennsylvania Department of Agriculture has strongly recommended that all produce sales be pre-bagged and contact free until further notice. We are changing our summer share to comply. What does that mean? The free choice system is a cornerstone of our CSA. This will not change, but the way you pick up will.

Every Sunday we will email everyone a link to a Google form where you will make your selections for the week and tell us whether you will be picking up in Bellefonte or State College. The form will be due by Monday 6PM.

## **Steps to follow when you arrive to maintain contact free pickup:**

1. Face masks will be optional. More information on this below.
2. Park as far from other members as you can.
3. Get out of your vehicle and place a large rigid container at the rear of your vehicle for us to place your veggies in. We have found the perfect thing is a large flat plastic laundry basket. Reusable shopping bags will not work since we would have to handle them. If you don't have anything suitable or forget, no worries we will use our plastic shopping bags.
4. Stand by the driver's door until we have delivered your veggies and moved at least 6 feet away.
5. Only get out if you can do this while staying at least 6 feet away from other members. You might need to wait in your vehicle until others leave.
6. Drive home to eat some good for you food!

## **Masks at pickup?**

The CDC has revised its guidelines for masks in outdoor settings. We will no longer be requiring you to wear a mask to pickup. We however will still be wearing masks and please feel free to wear one if it makes you more comfortable. Social distancing will still be in place. Remember to give everyone at least 6 feet of personal space since everyone's comfort level right now is different.

## **Wash all produce before consuming.**

We don't use synthetic fertilizers or pesticides on our produce and it isn't ever waxed. However it is grown in nature. This means it is dirty. Even items we rinse and bag should be well rinsed again before use. Don't use soap or other chemicals to wash your produce. Even with COVID-19, soap or other cleaning residue does more harm than good. Clean water is the best!

## **What happens if you aren't satisfied with an item?**

We take the quality of our produce seriously and take every precaution to make sure it arrives at your home as fresh as possible. That being said we aren't perfect so if you ever discover one of your choices just doesn't meet your expectations please let us know. You will receive two extra choices, one to replace the bum item and an extra for your trouble.

## **Payments**

The final balance of your share is due by July 1st. We must have your payment check in our hands by July 1st. If we don't have a check from you by July 1st there will be a \$25 late fee.

If you will not have the funds available to pay by July 1st we will accept post dated checks for when you will have the funds. **Post dated checks must still arrive by July 1st.** Just include a note

indicating the check is post dated and when it can be cashed. The late fee will not apply in this case.

You can always send in your checks early, but post dated for July 1st with a note asking them not to be cashed before July 1st. This way you don't have to wait to the last minute to send in your check and risk a late payment fee, but the check won't be cashed early.

The reason for the late fee is all the extra time and effort it takes us to keep reminding people that we need a check from them. We don't want to penalize those having a rough financial patch, but need everyone to take the due dates seriously.

If you find yourself with serious financial difficulties, please reach out to us. We are willing to forego payment for those in need. Now is not the time to stop eating nutritious food. We need to come together as a community. You have always supported us, so now it our turn to support you.

### **We take payments by check or Venmo**

We do not accept credit cards or cash. **Due to COVID-19 we are no longer accepting any payments at pickup.** Checks must be mailed.

Make all checks out to: **Healthy Harvest Farm.**

Mail to: **2423 Jacksonville Road, Bellefonte, PA 16823**

For Venmo use [hhfarmsa@gmail.com](mailto:hhfarmsa@gmail.com) or Sara-Eckert-9 to find us in the system. The image is a picture of our logo.

The total summer share price is \$675 for full shares and \$350 for half shares. So if you paid the standard \$325 for full shares and \$175 for half shares by March you now owe \$350 for full shares and \$175 for half shares. However some people have made extra payments so they owe less and others are paid in full. If you can't remember how much you have already paid please email.

### **Farm tours:**

Both the spring and fall farm tours are canceled. To ensure everyone's safety due to COVID-19 we are suspending all visits to the farm until further notice.

## **Frequently Asked Questions**

### **When will we return to the normal market style set up?**

We aren't sure but are keeping up on the recommendation of the CDC and PA Department of Agriculture. Most likely not this year. Dave and Sara are both vaccinated, but still taking an extremely cautious approach. We are the only employees of the farm. If we get sick the farm has to shut down for weeks. Even if we get a mild case we can't handle your food while possibly contagious. This would mean more than just a week or two of missed veggies it could result in the complete loss of some crops due to neglect while we are ill. But don't worry we are doing everything in our power to avoid getting sick and appreciate your understanding about the new system. Market style is much easier for us and we can't wait to return to it, but only when it is safe for everyone.

### **I forgot to fill out the Google form by the deadline, now what?**

Take a deep breath and don't stress, we've got you covered! We sent everyone a link to a Google form that lets you tell us your vegetable preferences. It will be on file for the season. If we don't hear back from you by the deadline we will use this form to select your veggies for you and bring them to your default pick up location that week. If you are really forgetful and have forgotten to fill out the vegetable preference form, we will still bring you a share and hope you like what we give you.

**What if I won't be picking up that week?**

If you are unable to pick up a certain week you must still fill out the Google form so we know not to pack a box for you. Don't select any veggies and in the comments section of the form please write you are not picking up that week. Or you can email us anytime before 6PM Monday to let us know.

When you let us know ahead of time, your 8 choices from that week are saved and can be used by you anytime over the rest of summer share either all at once or spread out. You are allowed to have a maximum balance of 16 extra choices at a time. It is on the honor system and you keep track.

**What if I forget to pick up my veggies?**

Life can be hectic and we all forget things. The first time you forget, your 8 choices from the week are saved for you to use later. After the first time, you forfeit the choices from that week. This is to minimize waste. Once veggies have been packed for you they can not be repacked for other members. They will be donated to the food bank. If you want to deliberately donate your share any given week to the food bank please let us know ahead of time.

**Can I send a friend in my place?**

Absolutely. No need to tell us ahead of time. Either one of you can fill out the Google form, but **use your name** on the form. When your friend arrives they can tell us they are picking up for you. Please fill them in on the protocol for pickup.

**I'm a half share, can I pick up on a week not assigned to me to make up for a missed week?**

Yes, but you will have to email us by Sunday of the week you want to pick up so we can send you a link to the Google form. Half shares will only get the email with the Google selection form on their assigned weeks to reduce confusion. There may be some restrictions on which vegetables you can select on your non assigned weeks.

**How do I pick up at a different location than my default?**

The Google form you fill out every week will ask you where you want to pickup that week. The only time we will use your default pickup location is if we don't hear back from you by the Monday 6PM deadline.

We hope this answered any questions. If not please don't hesitate to contact us at [hhfarmcsa@gmail.com](mailto:hhfarmcsa@gmail.com) or 814-355-2842.

Thank you for making our farm your farm too!

Sara and Dave  
Healthy Harvest Farm