

Food Crop Donation Tax Credit Guidelines

| Task | Due Date | Completed |
|---|-----------|-----------|
| Set up website for guideline project to include: <ul style="list-style-type: none"> • Description of project and issues to be addressed • Tentative work plan • Procedure for joining list of interested parties • Contact person | 4/8/2016 | 4/8/2016 |
| Identify interested parties and industry associations and their contact information (in addition to those who sign up after website goes on line) | 4/8/2016 | 4/8/2016 |
| Solicit comments and suggestions from interested parties via email and publication on website. Among the issues to be addressed: <ul style="list-style-type: none"> • The procedures required by the Department to apply for this tax credit. • The methodology for allocating the tax credit if it is oversubscribed. • The written certification prepared by nonprofit food banks. • The proper use and disposition of food crops by nonprofit food banks. • Whether a definition of certain terms left undefined by statute is required, and if so, how they should be defined. (Note that the nature and volume of the responses will influence the Department's decision on whether one or more meetings and/or conference calls are needed.) | 4/12/2016 | 4/12/2016 |
| Deadline for initial public comments (minimum of 30 days after notice soliciting comments) | 5/12/2016 | |
| Publish draft guidelines; announce if meeting or conference call is scheduled, or if only written comments accepted. | 6/13/2016 | |
| Meeting or telephone conference call (optional) | TBA | |
| Deadline for public comments on draft guidelines (minimum of 60 days after publication of draft) | 8/12/2016 | |
| Publish final guidelines: <ul style="list-style-type: none"> • Publish on website • Email to interested parties • Post in Policy Library as public document • Post on Town Hall | 9/12/2016 | |