**Kentucky Department of Agriculture**

**University Industrial Hemp Pilot Program**

**Affiliation Form for 2016**

**GUIDELINES AND INSTRUCTIONS**

The Kentucky Department of Agriculture (KDA) is conducting an Industrial Hemp Pilot Program as authorized by the Agricultural Act of 2014 (Farm Bill). Individuals and companies who would like to be considered for participation in the program, must submit the KDA Industrial Hemp Pilot Program Application for 2016 prior to the deadline in order to be considered for participation.

**Universities and colleges** may participate in the KDA Industrial Hemp Pilot Program and receive the benefits of the program but are not required to participate in the competitive application process, submit background checks, or sign a Memorandum of Understanding with KDA. Because the Farm Bill requires departments of agriculture to certify and register all pilot project sites, universities and colleges who plan to research industrial hemp are required to participate in the KDA Industrial Hemp Pilot Project Program. Industrial hemp is still a Class I controlled substance, therefore the possession of hemp plants outside of a recognized Pilot Program remains illegal on the state and federal level.

**KDA will provide to university and college industrial hemp projects the following benefits:**

* Inclusion into the Kentucky Department of Agriculture Industrial Hemp Pilot Program
* Hemp seed import permits (via the KDA registration with the DEA)
* Certification and registration of industrial hemp growing sites
* Location reports of hemp production sites to Kentucky State Police and DEA
* Hemp plant sampling and THC compliance testing

**Steps required of the universities or colleges:**

* Completion of the University Industrial Hemp Pilot Program Affiliation Form for 2016 by each principal investigator, including an abbreviated research plan
* Seed and Acreage Report form is required of any project growing hemp
* Harvest Notification form is required two weeks prior to harvest of hemp plants to allow for sampling and THC compliance testing
* Submission of reported research finding to KDA

**Each principal investigator is required to complete the following affiliation form and submit this information to the Kentucky Department of Agriculture at least 3 months prior to the need for imported seed.** The import process for industrial hemp seed requires approximately 3 months. Necessary report forms will be sent to each principal investigator.

For more information on the KDA Industrial Hemp Pilot Program, please visit: [www.kyagr.com/hemp](http://www.kyagr.com/hemp)

**Kentucky Department of Agriculture**

**University Industrial Hemp Pilot Program**

**Affiliation Form for 2016**

**Submissions Requested by:** **November 5, 2015 to be recognized as a 2016 participant**

**Directions: Each principal investigator must complete the following affiliation form and submit this information to: Kentucky Department of Agriculture, Industrial Hemp Pilot Program, 111 Corporate Drive, Frankfort, KY 40601 or email it to** **hemp@ky.gov****,at least 3 months prior to the need for seed import.**

*If completing this form electronically, navigate the form with the mouse or select the next field using the down arrow key.*

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| **Section A. General Information** |
| **Name of Principal Investigator**:  |
| **Name of College or University:**  |
| **Primary Contact if different from Principal Investigator:**  |
| **Mailing address**:  |
| **City**:  | **State**:  | **Zip**:  |
| **Email(s)**:  |
| **Phone Number**:  | **Secondary Phone:**  |
| **Address of hemp research location:**  |
| **City**:  | **State**:  | **Zip**:  |

1. **Will your research involve growing industrial hemp?** [ ]  **Yes** [ ]  **No If yes, in what capacity?**

[ ]  Field Trials

[ ]  Greenhouse

[ ]  Other (*Indicate type*):

1. **Indicate the focus of your 2016 project** (check all that apply).

[ ]  Grain

[ ]  Fiber

[ ]  Nutraceuticals/CBD

[ ]  Other (*Describe*):

1. **Is your application affiliated with any other applicants, universities, or processors?** [ ] Yes [ ]  No **If yes, list the affiliated entities below.**

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1. **Provide a list of individuals who will be involved in your project in any manner in handling or producing hemp or hemp products. List each person’s name, address, responsibilities associated with this project and qualifications. Attach additional sheet(s) if necessary.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **City** | **State** | **Responsibilities** | **Qualifications** |
|   |   |   |   |   |
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1. **Explain briefly the industrial hemp research you plan to conduct. The research plan may be attached on additional sheet(s) if necessary.**

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I hereby verify that all of the information contained in this form and the attachments is true and accurate.

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Signature of Principal Investigator Date

Printed name

**Mail completed form and all attachments to:**

Kentucky Department of Agriculture, Industrial Hemp Program

111 Corporate Drive, Frankfort, KY 40601

**Completed applications and attachments may also be scanned and emailed to**: hemp@ky.gov

For more information on the KDA Industrial Hemp Pilot Program, please visit: [www.kyagr.com/hemp](http://www.kyagr.com/hemp)