

Food & Farm Products: Buying Directly from Suppliers/Artisans/Producers- 2023

Questions requiring answers are marked with an asterisk*

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FTF Member Information

*Your First & Last Name:

*Public business name:

Registered business name (only if drastically different):

*How many people does your organization employ in the USA/Canada (please use whole numbers)?

*How many volunteers work for your organization in the USA/Canada (please use whole numbers)?

*Does your business report sales to a taxing authority in Canada or the USA?

Yes No

If no, please explain:

*If your organization is structurally tied to a producer group, please describe the relationship, including information about governance and decision-making roles. (If not tied to a producer group, write n/a.)

*Update the FTF staff: Has your organization undergone any major changes in the last year?

*Does your business use any goods or raw ingredients grown/harvested in the USA, Canada, and/or Europe?

Yes No

*(if yes) Please explain why you source and sell these products, and list below or combine with the required producer list.

*Does your business sell product accessories or supplies (e.g. cups, cozies, brewing supplies, t-shirts, etc.) or gift items?

Yes No

*(if yes) Please indicate what percentage of total gross sales they make up.

*If your business sells multi-ingredient products, do they contain at least 2/3 (66.67%) ingredients sourced according to the FTF's fair trade principles? Please measure by dry weight or volume percentage in each product.

Yes No N/A

*(if no) Explain and include your business' percentage.

*Does your business operate one or more physical retail sales locations open to the public with regular posted hours of operation?

Yes No By Appointment Only

*(if yes) Please specify how many locations. If no, write n/a:

*(if yes) What percentage of your total annual sales are from wholesale?

*(if yes) Are at least 75% of your products (as measured by your annual wholesale purchases) sourced in accordance with the FTF's fair trade principles? This includes both FTF/WFTO members and supplier/producer partners you've vetted independently for fair trade practices.

Yes No N/A

*(if no) Explain and include your business' percentage. If at least 75% of your products are sourced in accordance with FTF principles, write n/a.

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Cultivate New Market Opportunities for Economically and Socially Marginalized Producers

PRINCIPLE: Fair Trade is a strategy for poverty alleviation and sustainable development through trading partnerships. Members collaborate with marginalized communities to nurture equitable social and economic opportunities by growing market access. Members place the interests of producers and their communities as the primary concern of their enterprise.

*Please describe how your business participates in poverty alleviation and sustainable development.

*Who owns the land/farm(s) on which your goods/raw ingredients are grown or harvested? Please describe in detail.

*On average, what percentage of the farmers'/producers' total income is generated by agricultural activity?

*Please describe the biggest challenge(s) your farmer/producer partners identify in their communities and/or daily lives. Provide at least one example.

*Describe at least one example of how your farmer/producer partners leverage collective marketing to sell to their target market.

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Support Safe and Empowering Working Conditions

PRINCIPLE: Fair Trade means a safe and healthy working environment free of forced, exploitative, or underpaid labor. Throughout the trading chain, Members cultivate inclusive workplaces that encourage individuals to participate in the decisions that affect them. Members seek to eliminate discrimination based on religion, race, caste, national origin, disability, gender, sexual/affectional orientation, union membership, political affiliation, age, marital, or health status. Members support workplaces free from physical, sexual, psychological, or verbal harassment or abuse.

*Does your organization have a non-discrimination policy for employees/staff/volunteers in the US or Canada?

- Yes No

*(if yes) How does your organization communicate this policy?

*(if no) Explain why. Please note, all member organizations—regardless of size—are required to have a non-discrimination policy in place per the [FTF Code of Practice](#).

*Please select the leadership structures that exist *among your farmer/producer partners*; check all that apply:

- Legal cooperative
- Family-owned business
- Sole proprietorship
- Coalition of regional producers
- Other – please describe:

*Describe how individual suppliers/artisans/producers contribute to and participate in decision-making.

*Describe how your producer/supplier partners may safely and securely report unfair treatment, discrimination, abuse, and other complaints.

*How does your business evaluate production processes for health and safety risks?

*If any health or safety risks have been found, how have you addressed them?

Additional comments:

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Goals for Continuous Improvement:

*Which principle(s) align most with the work your organization *has been focusing on this past year* to improve your fair trade practices? Describe in detail.

*Which principle(s) align most with the work your organization *will be focusing on in 2023* to improve your fair trade practices? Describe in detail.

*Please confirm renewal contact email address: