



Food Manufacturing in Arkansas: Share Grounds Certified Kitchen

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**University of Arkansas, Department of Horticulture,
Extension Service**

Cooperative



Helping farmers and food entrepreneurs create value in Arkansas.





What is the Share Grounds?

A technical assistance and training program for:

- Farmers or food entrepreneurs wanting to create value-added food products
- Product development support and food safety testing
- One-on-one consultation to explain food regulations, safety, liability, and permitting
- Access to a certified, food manufacturing kitchen at the Cleveland County Fairgrounds in Rison, AR

www.uaex.uada.edu/sharegrounds



Who provides this technical support?



Dr. Amanda Philyaw Perez
Program Lead
Associate Professor



Dr. Renee Threlfall
Program Lead
Research Scientist



**Hiring
Process Authority**
Assistant Professor



John Swenson
Food Innovation
Program Specialist



David Hill
SG Food Innovation
and Safety Specialist



Gaby Sanders
Client Recruiting /
Web Manager



Rip Weaver
Social Media &
Communications



Kamreon Riley
Food Science
Intern



Visit: www.uaex.uada.edu/sharegrounds

Email: sharegrounds@uada.edu

What services are offered?

- Product development
- Product testing
- Equipment training
- Regulatory assistance
- Food safety consultation
- Additional training opportunities

By phone, email,
text, or in-person
technical assistance



Share Grounds Commercial Equipment



40-gallon steam kettle

Ovens and Range

Hobart FP100 Food Processor

Pneumatic Piston Filler

8qt & 5qt KitchenAid Mixer

VitaMix Blender

Cold Storage

Vacuum Sealer

20qt Hobart Mixer

Continuous Band Packaging
Sealer

Immersion Blender



Share Grounds Food Manufacturing Clients & Products

- Share Grounds sites opened June 2020 for batch testing and production runs
- Assisted 100+ clients with food product development at various stages:
 - Salsa
 - **Pickles**
 - Teas
 - Commercial honey
 - Seasonings
 - **Jellies**
 - Frozen hand pies
 - Refrigerated yeast rolls
 - Pickled okra
 - Caramels and caramel sauce
 - Granola
 - Soybean dip
 - Elderberry gummies
 - Apple Sauces



Apple Sauce



Jelly



Jerky Seasoning



Herbal Syrup



Keto Spice Mixes

Clients

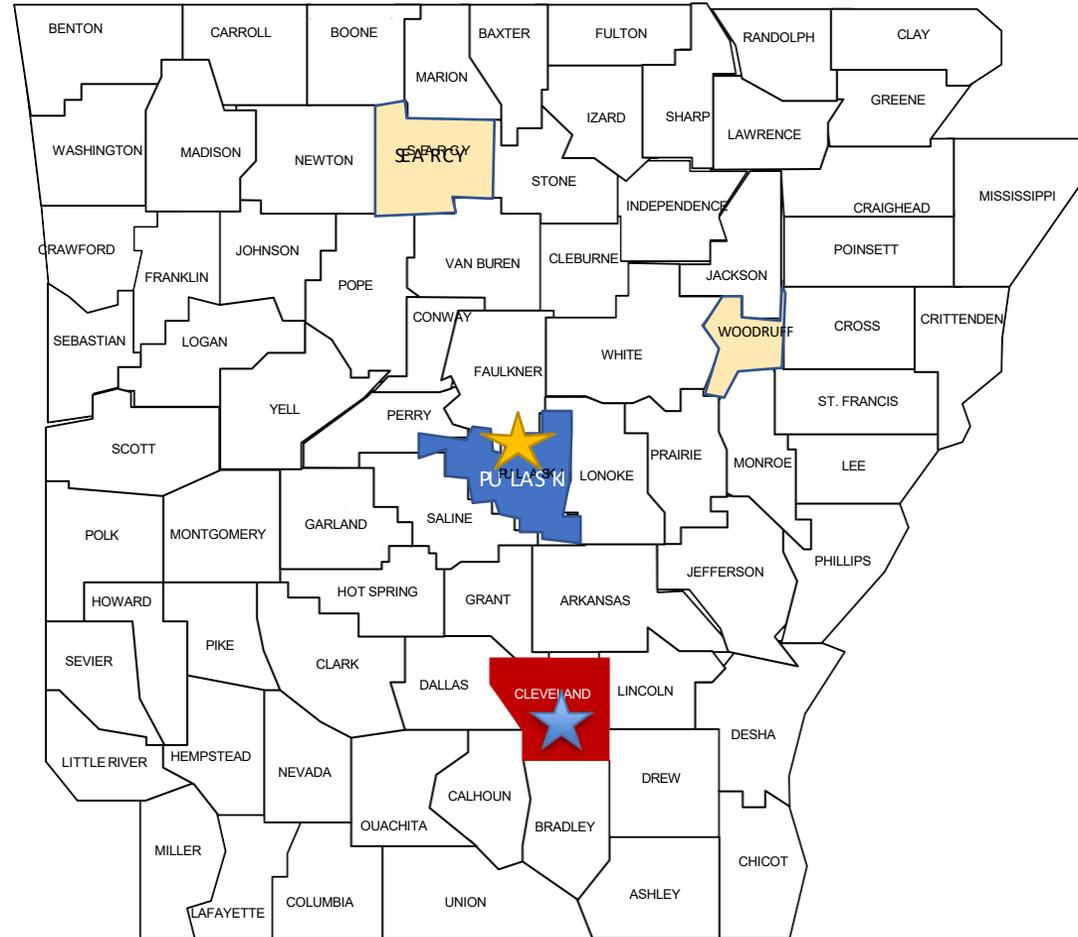
Statewide Technical Assistance

Opportunities for Support:

- Phone, Email, or Virtual Technical Assistance
- In-person in Little Rock or Rison, AR
- Kitchen rental at Share Grounds in Cleveland County.

We established two other kitchens, but farmers and food entrepreneurs are now using the Food Freedom Act to produce at home.

We hope that home-based businesses will see the opportunity to scale up soon.



Commercial Kitchen Facilities to Rent



Little Rock



Fayetteville

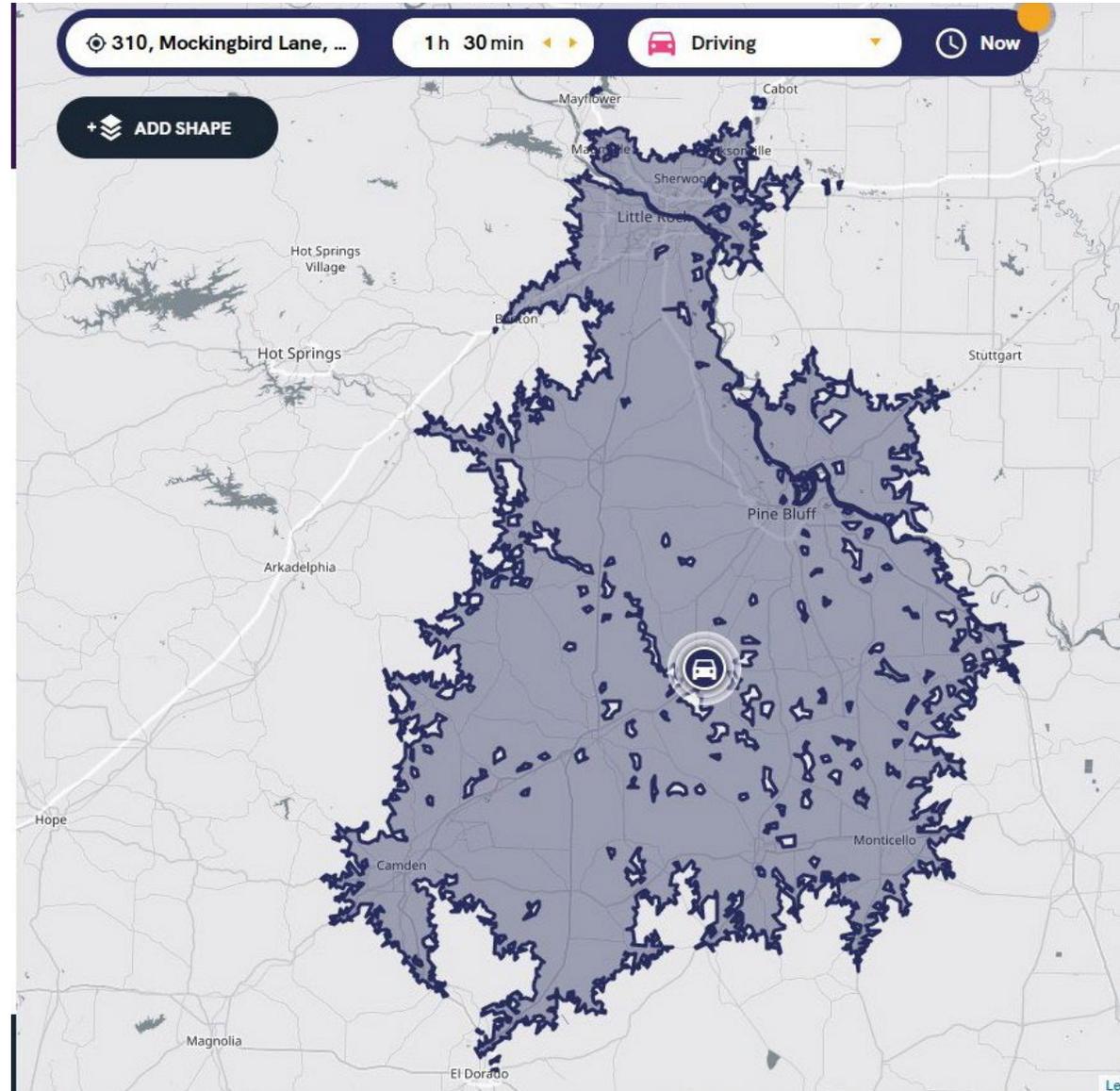


West Memphis



Rison

Offer support statewide, but recommend kitchen clients be ~ 1.5-hour drive from Rison, AR



Cleveland County



Client Intake Process

1

Review UAEX Resources

To make better informed business decisions, review the following pages:

- [Share Grounds](#)
- [Cottage Food vs Manufactured Food](#)
- [How to Start a Food Business in Arkansas](#)

2

Client Intake Form

Contact your local [Share Grounds Manager](#) to schedule an initial meeting and tour of the facility. Be prepared to discuss your food product and business strategy. During your meeting, you will receive a User Agreement, facility policies and a rental fee chart to review.

3

Market Research

Based on your meeting with the Manager, research retail options for your product and price shop ingredients and packaging for your product. Use these numbers to estimate your start up costs.

4

Purchase Insurance

In order to use the Share Grounds Kitchen, you must have product liability insurance in force. [The Food Liability Insurance Program \(ELIP\)](#) provides insurance to small food businesses (~\$300/yr).

5

Trial Run

Schedule a time to run a trial batch of your recipe in the Share Grounds Kitchen. Bring a copy of your Insurance Policy and a signed User Agreement to the facility. This step may require multiple test batches to achieve the right recipe based on taste, quality and food safety.

6

Develop Operational Procedures

With the help of the manager, develop Standard Operating Procedures (SOP), Sanitation Standard Operation Procedure (SSOP), Recall Plan, Allergen Plan and other operational documentation for your food company.

7

Product Label

Develop a product label. [The Product Labeling Information Guide](#) provides information on mandatory label requirements. For a nominal fee, AFIC can create a Nutrition Facts panel for your product label.

8

Commercial Process Review

Prepare your application for the Arkansas Department of Health, Wholesale/Manufactured Food permit. Review all paperwork and product label(s) with the Share Grounds site manager.

9

ADH Permit

Apply for a food manufacturing permit from the Arkansas Department of Health. Once approved, provide a copy to the Share Grounds Manager.



Idea to Commercialization

- Learn about food safety practices and food manufacturing regulations
- Purchase Food Liability Insurance (\$299/yr)
- **Recipe development**
- **Develop Operational Procedures**
- **Create a product label**
- Fill out a “Manufactured Food permit” application and submit paperwork to the Department of Health
- Once approved, register your company as a “food facility” with the FDA



R&D Phase: A balance of quality and safety

- **Recipe development is unique to the individual product**
 - Changes will occur based on ingredients, shelf-life and equipment
 - Certain products require additional product testing to ensure safety
 - Modifications to ensure safety may affect desired attributes
 - Mentally prepare to be flexible and have a financial cushion for this phase



Develop Standardized Procedures



• **Operations**

- Employee Training, Health & Hygiene and Records
- Good Manufacturing Practices
- Allergen and Recall Plans



• **Recipes**

- Ingredient list and amounts for test batches and scale up batches
- Processing and packaging steps, testing protocols
- Labeling
- Recordkeeping



• **Sanitation**

- Cleaning, sanitization and monitoring of equipment and food contact surfaces
- Recordkeeping



Labeling

- **Required Label Information**

- a) Statement of identity
- b) Net weight (both metric and US units)
- c) Ingredient list in descending order
- d) Name and place of business of manufacturer, packer or distributor
- e) Nutrition Facts Panel and declaration of allergens

- **Health Claims**

- Evidence-based scientific standards
- These change over time

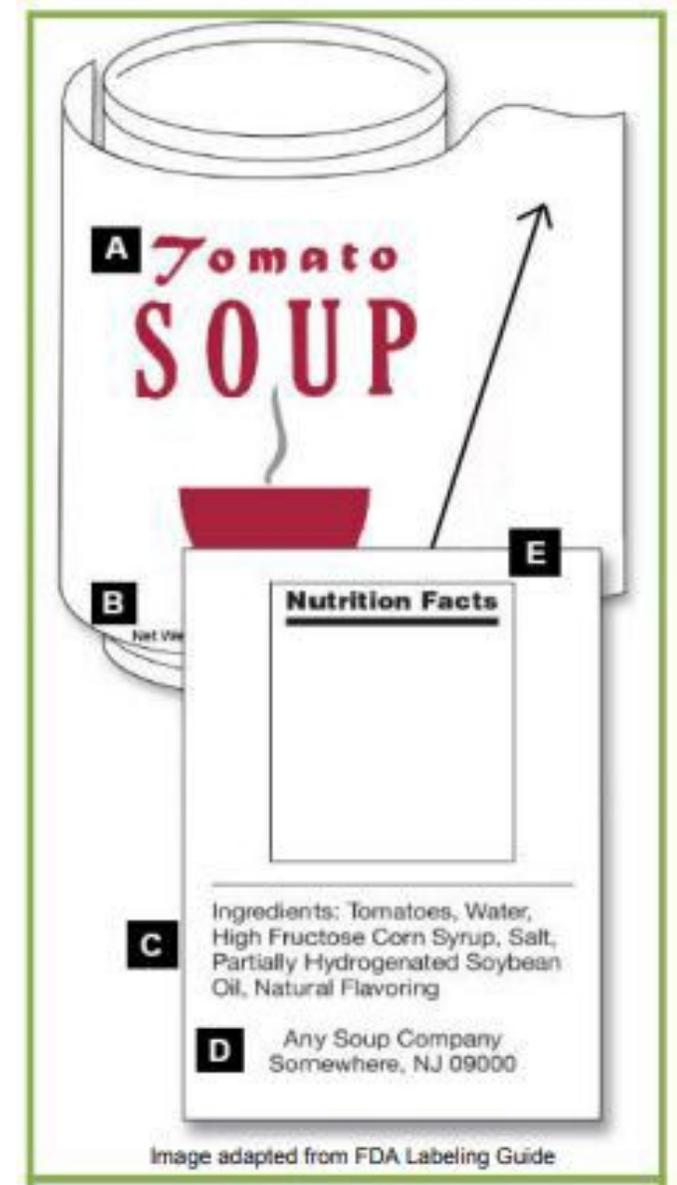
- **Barcodes**

- Depends on the buyer/market

FDA Guidance Resources:

Guidance for Industry: Food Labeling

Food Labeling and Health Content Claims



Who Regulates Food Production?

- FDA
 - Regulates most food and beverages, except meat and poultry
- USDA
 - Regulates meat and poultry
- State Departments of Health
 - Regulates food safety in the state
 - Ensures the food sold is wholesome and represented honestly



Almost there!

ARKANSAS DEPARTMENT OF HEALTH
Environmental Health Protection-Food Service Section
501-661-2171



PLAN REVIEW GUIDELINES
For Manufactured/Wholesale Food Establishments

This Guide includes an example of a floor plan example, checklists of code requirements for Manufactured/Wholesale Food establishments. Plans are reviewed by appointment or may be mailed. For appointments, call 501-661-2171. For additional information call our Environmental Health Specialists for Manufactured/Wholesale Foods located in Little Rock at the address below.

Copies of the applicable regulations can be obtained by contacting Manufactured/Wholesale Foods or on our website at: <https://www.healthy.arkansas.gov/rules-regs>

Mail plans and required documents to:

Environmental Health Protection
Arkansas Department of Health
4815 West Markham, Slot 46
Little Rock AR 72205

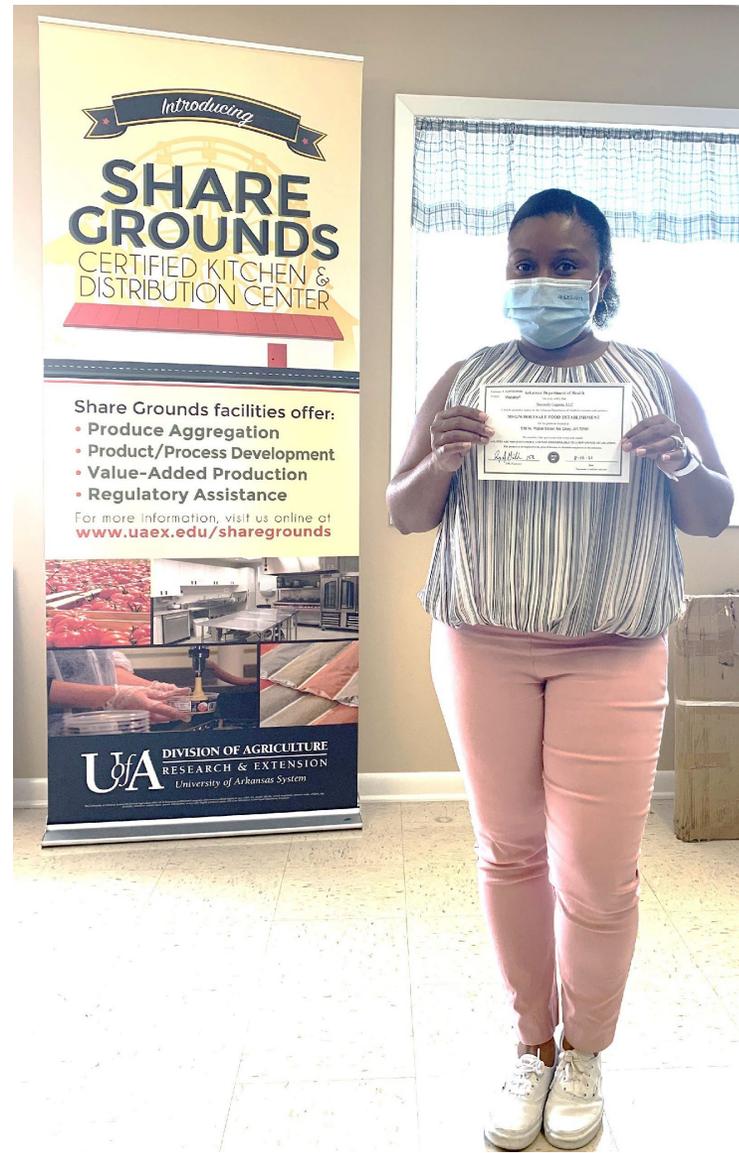
Attn: Manufactured/Wholesale Foods Plan Review

Food Service Section does not review PLUMBING PLANS. If you have plumbing plans that need approval, plans must be submitted to Protective Health Codes. Contact a plumbing inspector if you have questions about plumbing approval. The plumbing plan review office can be reached at 501-661-2642.

To expedite review time, include the Plan Review Application forms listed below:

- Project Cost Estimate Worksheet and fee
- Establishment name and street address
- Source of water (*Please include the name of municipal water source*)
- Wastewater disposal (*Please include the name of the municipal waste water*)
- Floor plan showing location of all processing equipment
- Other items, such as finish materials for walls, ceilings and floors, as shown on the checklist
- Proposed Standard Operating Procedures
- Allergen control plan
- Labels for review
- Food Safety Plan
- Recall Procedures
- Proof of verification from Processing Authority if required
- Notarized permission letter from permit holder if required

Ready to Produce!



Share Grounds Food Innovation Program

- 356 direct client consultation services totaling
- 760 hours of technical assistance for food product development
- 92 food entrepreneurs made plans and received education to develop a recipe at the kitchen
- 35 clients made test batches
- 16 clients made value-added products in the kitchen between 2021-2023





Blackberry Beer Project with Ritter Farms and Stone's Throw Brewing



VEGGIE TO VALUE: A FOOD ENTREPRENEUR BOOTCAMP SUMMER 2023

Would you like to receive FREE fresh, local produce and expert assistance to create a new food product? Here's your chance! We are taking applications to enroll three individuals or businesses into our program for Summer 2023 **due Tuesday, May 30th!**

What is the program and what will you receive?

A food entrepreneur bootcamp for those interested in learning how to create a value-added vegetable product in a certified kitchen. The program will provide the following to you at NO COST:

- Pounds of FRESH and LOCAL produce supplied by Barnhill Farms
- Access to a certified commercial food processing facility and equipment
- Technical and labor assistance on food processing from an expert team
- Recipe development including ingredient and supply sourcing assistance
- Training on food safety and regulations





Virtual Learning Series

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Trends in Value Added Foods in Arkansas

Taking the Next Step to Food Entrepreneurship

The Arkansas Food Freedom Act

An Introduction to Food Processing

Getting Started: Venturing in Food Processing

Microbiology of Food Processing

Personal Hygiene and Sanitary Food Handling

Processing Regulations for Small Food Manufacturers

Producing for Farm to School

Basics of Producing Value-Added Food Products in Arkansas



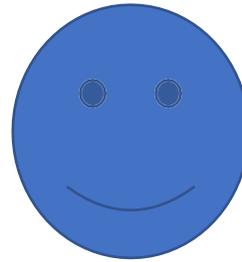
Thank you and Questions?



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Thank You to our Share Grounds Sponsors!



**Agricultural
Marketing
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Arkansas Fair Boards:

- Cleveland County
- Searcy County
- Three County (Woodruff, Cross, & Jackson,



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Thank You to our Sponsors!



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