Glossary



UNIVERSITY OF WISCONSIN-MADISON • DIVISION OF EXTENSION

FOUNDATIONS IN HORTICULTURE

abdomen

One of three main insect body parts whose functions are mainly digestive, respiratory, and reproductive

abiotic disorder

Plant disorder in which no microorganism is involved

abscisic acid

A plant hormone that promotes leaf detachment, induces seed and bud dormancy, and inhibits germination, also called ABA

abscission

Leaf drop

abscission layer

Layer of cells that forms at the base of fruits, flowers, and leaves before they naturally fall off

acclimatization

Plants adjusting to a new environment through gradual chemical and physiological changes

actinomycetes

A group of bacteria characterized by a grey, cobwebby growth and an earthy smell

active ingredients

The chemicals in pesticide products that kill, control, or repel pests

adventitious buds/growth

Buds that arise at sites other than the terminal or axillary position, such as a stem internode or edge of a leaf blade, that allow for stem, leaf, and root cuttings to develop into entirely new plants

aerobic

Occurring in the presence of oxygen; aerobic organisms require oxygen to respire and live

aggregate fruit

Fruit that develops from a single flower with many ovaries

aggregate

Individual particles in soil organized into small clods

allelopathy

The suppression of growth of one plant species by another due to the release of toxic substances

alternate host

In plant pathology, one of two species of host on which some pathogens, such as rust, must develop to complete its life cycle

alternate leaves

Leaf attachment with only one leaf per node

anaerobic

Occurring in the absence of oxygen; anaerobic organisms do not require oxygen to respire and live

analogous colors

Colors that are adjacent on the color wheel

anion

Atom or group of atoms carrying a negative electric charge

annual

A plant that completes its life cycle in one year

anthei

Pollen bearing structure in flowers

apical dominance

Suppression of the growth of lateral bud meristems, caused by auxin

arthopod

Phylum that includes insects, spiders, mites, and crustaceans, such as crayfish

asexual reproduction

Reproduction without genetic recombination; natural cloning; vegetative propagation/reproduction

augmentation

Periodic release of natural enemies of pests to supplement existing ones

auxin

A growth-regulating plant hormone involved in phototropism, geotropism, apical dominance, flower formation, fruit set and growth, and adventitious root formation

axil

The angle between the stem and the leaf petiole

axillary

Buds or growth located in axils

bacterial streaming

Phenomenon in which bacteria can be seen to visibly stream out of the cut vein of an infected plant

bactericide

Pesticide that kills bacteria

balled and burlapped

Trees and shrubs dug with soil around their roots; the roots are then wrapped in burlap and may be encased in a wire or similar basket

bare root

Trees and shrubs generally dug from nurseries in the fall, held in climate-controlled coolers over the winter, and then sold bare, without soil, in the spring

basal plate

Bottom of bulb from which roots grow

biennial

A plant that requires all or part of two growing seasons to complete its life cycle

biennial bearing

When fruit trees produce a large crop one year and a small crop the next

binary fission

Simple process in bacteria by which they reproduce

biocide

Substance that is toxic to all kinds of biological organisms

biopesticide

Pesticides derived from natural materials including animals, plants, bacteria, and certain minerals

biotic disease

Disease caused by microorganisms

blight

Disease caused by bacteria or fungi that affects large sections of leaves or whole plants, often with rapid discoloration and tissue death

blossom end rot

Disorder caused by insufficient calcium uptake, generally due to irregular soil moisture levels

Bordeaux mix

A fungicide containing water, lime, and copper sulfate

boric acid

A compound derived from borax used as an organic pesticide for some crawling pests

botanicals

Pesticides derived directly from plants and plant products

brooming

Abnormal production of excessive branches from a single point on a branch

Bt

Naturally occurring bacterium Bacillus thuringiensis that is used as a common microbial insecticide

budwood

Short shoots or young branches with buds suitable for bud grafting

bulbil

Small bulblike structure produced in the place of a flower or in a leaf axil

bulblet

A small bulb arising from another bulb

callus

A mass of hard protective tissue produced in woody plants at the site of an injury

calyx

A collective term for sepals

cambium

A layer of quickly dividing cells, between the wood and bark in trees, where new growth appears

candle

The new, soft growth on pine trees

cane

Stem with relatively large pith that usually lives only one or two years

canker

Localized necrotic area on plant stems, branches, or trunks caused by fungi or bacteria, often sunken or raised and surrounded by healthy tissue

capsaicin

Repellent derived from hot peppers that can deter some insects

catfacing

Disfigurement or malformation of fruits due to low temperature or insect feeding

cation

Atom or group of atoms carrying a positive electric charge

cation exchange capacity

A measure of the number of negative charge sites in a soil, and thus its ability to hold cations, that can be used as an index of potential soil fertility

central leader

The main vertical trunk of a tree

chlorophyll

The pigment, found in chloroplasts, that makes leaves green and is responsible for photosynthesis

chloroplast

Very small structure in mesophyll cells where photosynthesis takes place

chlorosis

Yellowing of the leaves or other plant parts

color break

Striping or streaking symptom in flowers caused by viruses

complementary colors

Colors directly opposite on the color wheel

complete flower

A flower with a stamen, pistil, petals, and sepals

complete metamorphosis

Insect development with four distinct life stages: egg, larva pupa, adult

compost

End product of composting; a humus-rich soil amendment

compost tea

A liquid infusion made from compost that contains nutrients and microbes

compound leaves

Several separate leaflets arising from the same petiole

conservation

Biological control method that encourages the activities of naturally occurring beneficial organisms by preventing their destruction or providing additional resources

containerized

Trees and shrubs sold in pots

core aerate

A process that removes a core or plug of grass and soil from a lawn alleviating soil compaction

corm

A storage organ comprised of a swollen, compressed underground stem

cormel

Cluster of small corms that form around the base of a corm

corn gluten meal

Dried residue of processed corn used as a natural pre-emergent herbicide

corolla

A collective term for petals



cortex

Cells in roots that may be modified for storage of sugars

cotyledon

Specialized leaf that supplies a seedling with initial energy for growth

cover crop

Plants grown primarily for their utility as living mulch, not food or aesthetics

crop rotation

Intentional planting of crops in different locations each year to reduce populations of certain insects and microbial soil pathogens, or to manage soil fertility

cross-fertilization

In which genetic information from two parent plants is combined

crotch

The angle between the tree branch and the trunk

crown

Multiple stems emerging from a point

cultivar

A contraction of "cultivated variety;" a distinct variety of plant that originated and persists only in cultivation (not in nature)

cultivation

Tilling or turning soil to prepare a site

cure

A resting process for compost to become stable and mature

cuticle

In leaf blades, the part of the epidermis that produces cutin

cutin

A waxy layer produced by the cuticle that helps protect a leaf from dehydration and diseases

cutting

A vegetative plant part, removed from the parent plant, that will produce adventitious growth to form a whole new plant

cutting back

Process of removing spent blooms, stems, and some foliage to encourage a second bloom or stimulate the growth of foliage

cyme

Inflorescence in which top florets open first and bloom progresses downward along the stem

cytokinin

Growth regulating hormone found in both animals and plants that stimulate cell division

damping off

Disease caused by different pathogens that kills seedlings

deadheading

Removing old blossoms

defoliation

Removal of leaf tissue or complete leaf loss

degree days

A measurement incorporating both temperature and time to quantify the rate of plant or insect development

determinate

Growth habit in which apical growth terminates in an inflorescence

diatomaceous earth

Powdered remains of diatoms

dicots

A group of plants, also known as dicotyledons, whose seed has two cotyledons

dioecious

Having male and female flowers on separate plants

disbudding

Removing the secondary flower buds on each stem when they are very small so that each stem only produces a single large blossom

discoloration

Abnormal color changes

distortion

Curling, cupping, twisting, or thickening of leaves or other plant parts

dormant/dormancy

An inactive state during which growth and development cease and metabolism is slowed, often in response to an adverse environment

double digging

Process of improving the soil by incorporating amendments to a much deeper level than normal digging or tilling accomplishes

double dormancy

A combination of seed coat and internal dormancy

dripline

The area directly under the outer circumference of a tree's branches

drupe

Fruit that consists of a fleshy exterior and a single, hard seed

drupelet

One of the small individual drupes forming a fleshy aggregate fruit

elytron (pl. elytra)

Hardened forewing in some insects

embryo

The part of a seed in an arrested state of development that will develop into a plant when conditions are favorable

endosperm

Nutritive tissue in a seed, often carbohydrates, but can contain fats or proteins

epidermis

The outermost layer of cells

epinasty

Drooping of leaves

epiphyte

An organism that grows on another organism but is not parasitic

ethylene

Plant hormone, found only in a gaseous form, that induces ripening, epinasty, abscission, and senescence

etiolation

An increase in internode length, caused by a lack of light, that leads to spindly stems

evapotranspiration

Water movement in a plant from a combined effect of transpiration and evaporation

exoskeleton

An insect's hard outer shell, which helps protect it from the environment, and to which its muscles are attached

fertilization

The union of a male sperm nucleus from a pollen grain with a female egg

fertilization (plant nutrition)
Applying plant nutrients to the environment around a plant

filament

The slender, stalk-like structure that supports the anther

flagellum (pl. flagella)

Structures that allow some bacteria to move about in their environment

fledgling

Young birds that are fully feathered but not yet expert fliers

floret

An individual flower in an inflorescence

floricane

Cane that has lived through the winter

forking

Abnormal branching of a root

frass

Insect fecal matter

fruiting bodies

Reproductive structures in fungi in which spores are often produced

fungi

A large group of organisms classified in their own kingdom

fungicide

Pesticide that kills fungi

gall

Abnormal growth in plants in response to insect feeding or egg laying, mites, and some pathogens

germination

A complex process whereby a seed embryo goes from a dormant state to an active, growing state

gibberellin

Plant hormone that stimulates cell division, elongation, and break seed dormancy

girdling

Severing the vascular system of a tissue of a stem, often by removing a strip of bark from a woody plant's branch or trunk or by insect feeding

gradual metamorphosis

Insect development with three life stages: egg, nymph, adult

gravitropism

Plant growth in response to gravity (previously called geotropism)

quard cell

Specialized epidermal cell that opens and closes in response to environmental stimuli (water, light)

gynoecious

Having only female flowers

hardening off

Gradually exposing plants to outdoor conditions

hardpan

A compact layer of subsoil that occurs at the depth of a tilled layer of soil

heading-back cut

Removing a branch section to a lateral branch or bud, not all the way to the base

heartwood

The non-functional xylem cells in the center of a woody branch or trunk

herbaceous

Dying down to the ground at the end of the growing season

herbicide

Pesticide that kills or prevents the growth of plants

herptiles

Reptiles and amphibians referred to collectively

honeydew

A sugary, sticky substance excreted by aphids

horizons

Layers of soil generally parallel to the soil surface, whose physical characteristics differ from the layers above and beneath

horticultural oil

Mineral or vegetable oil used as pesticide

horticultural vinegar

Acetic acid applied as a postemergent non-selective herbicide

humus

Very highly decayed, stable organic material found in soil

hypha (pl. hyphae)

The threadlike elements of the mycelium

hypocotyl

Part of a plant embryo or seedling plant that is between the cotyledons and the radicle

imperfect flower

Flower in which either stamens or pistils are lacking

importation

Biological control means by which foreign natural enemies are released against non-native pests



incomplete flower

Flower in which a flower part (stamen, pistil, petals, or sepals) is missing

indeterminate

Growth habit in which stems elongate indefinitely without being limited by a terminal inflorescence or other structure; with inflorescences in axils (compare to determinate growth)

indicator plant

Common plant with growth events correlated with unrelated biological events

inflorescence

A cluster of flowers

inorganic pesticide

Pesticides of elemental minerals that contain no carbon

insecticidal soap

Soaps used to control some insect pests

insecticides

Pesticides that kill insects

internal dormancy

Physiological conditions that delay germination

internode

The area between two nodes

juglone

A chemical produced by trees in the walnut family that is toxic to many vegetables and ornamental plants

kaolin

A type of clay applied to plants to create a barrier that prevents insects from feeding on them

lamina

The expanded thin structure on either side of the midrib of a leaf, also known as a "blade"

larva (pl. larvae)

The worm-like immature stage of insects that undergo complete metamorphosis

lateral root

Side or branch root that arises from another root

leaching

The process of chemicals and minerals being transported by water down through the soil

leade

See central leader

leaf axil

The node where a petiole meets a stem

leaf bud

Comprised of a short stem with embryonic leaves

leaf drop

Phenomenon in which a tree drops the majority of its leaves

leafmining

Insect feeding between the upper and lower leaf surface that leaves a discolored serpentine trail or visible blotch

lesions

Well-defined relatively small dead areas on plant tissues

lime sulfur

Mixture of lime and sulfur used as a fungicide

loam

A soil with roughly equal proportions of sand, silt, and clay

meristems

Specialized cells that are a plant's growing points—the site of rapid, almost continuous cell division

mesophyll

Specialized cells for photosynthesis, found in leaves, that contain chloroplasts

metamorphosis

A change in form; the process of transformation from an immature insect to the adult stage

microbe

A single-cell living organism including fungi, bacteria, viruses, and phytoplasmas

microclimate

Small area within a landscape with different conditions than the surrounding area

micronutrient

Element essential for plant growth that is only needed in very small (micro) amounts

midrib

The main vein of a leaf, running down the center of the blade

modified degree days

A measurement of degree days that compensates for reduced growth rate at high temperatures

molt

Shedding of the exoskeleton

monocots

A group of plants, also known as monocotyledons, whose seed has one cotyledon

monoecious

Having both male and female flowers on the same plant

mosaic

A symptom, also know as mottle, in which foliage has blotchy light and dark green coloring

mottle

Appearance of uneven spots from disease or nutrient problem

multiple fruits

Fruits that are derived from a tight cluster of separate, independent flowers borne on a single structure

mycelium

A mass of hyphae

mycorrhiza (pl. mycorrhizae)

Fungi that grow in association with the roots of a plant in a symbiotic relationship

necrotic

Dead area

neem

Organic pesticide derived from the neem tree (*Azadirachta indica*)

nematicide

Pesticide that kills nematodes

nematode

Tiny unsegmented round worm

nestling

Very young bird that lacks feathers and is covered with down

net-veined

Veins that branch from the main rib or ribs and subdivide into finer veinlets

node

An area on a stem where buds are located

nontunicate

Bulbs, such as lilies, with individual scaly modified leaves not protected by a papery covering

nymph

Immature stage of insects that undergo gradual metamorphosis

offset

Small, virtually complete plant that develops naturally and asexually at the base of the main stem on a parent plant from lateral shoots

opposite leaves

Positioned across the stem from each other, with two leaves at each node

order

A taxonomic rank used in the classification of organisms

organic pesticide

A pesticide derived from a natural source

organs

In plants, external structures such as leaves, stems, roots, flowers, fruits, and growing points

ovary

The enlarged lower part of the pistil

oxidation

A biochemical reaction involving oxygen

palmate

Having a shape similar to that of a hand with the fingers extended, with three or more veins, leaflets, or lobes radiating from the base of the leaf blade

parallel-veined

Numerous veins running essentially parallel to each other and connected laterally by minute, straight veinlets

parasitoid

Natural enemy that develops within a pest's body and kills it when the immature's development is complete

pathogen

Disease-causing organism that may debilitate or kill an organism

perennial

A plant that lives for more than two years

perfect flower

A flower that contains both functional stamens and pistils

pest control

The traditional, reactive strategy for dealing with pest problems

pest management

Proactive response to pest issues that involves planning response strategies before problems occur

pesticide

Any substance used to directly kill pests or reduce or prevent the damage they cause

petiole

Stem-like appendage that holds a leaf away from its stem

phloem

The part of a plant's vascular system that carries food such as sugars

phosphorus

Essential plant nutrient involved in the formation of oils, sugars, and starches as well as flowering and root formation

photoperiod

The amount of time a plant is exposed to light

photoperiodism

Physiological reaction of organisms to the length of day or night

photosynthate

Product of photosynthesis: sugars, carbohydrates

photosynthesis

Process by which leaves absorb sunlight and turn carbon dioxide into sugars

phototropism

Bending of a plant towards a light source

phylum (pl. phyla)

A taxonomic rank used in the classification of organisms

physical barrier

Barrier that prevent pests from getting to a plant

phytoplasma

Bacteria-like organism that lacks a true cell wall and causes diseases such as "yellows"

phytotoxic

Toxic to plants

pinching back

Pruning back the growing stems of certain plants to encourage the plant to branch

pinnate

Veins that extend laterally from the midrib to the edge

pistil

A flower's female part, generally shaped like a bowling pin and located in the center of a flower

pistillate flower

Female flower with a functional pistil or pistils but no stamens

pith

The center of a stem that lends strength and structure

plant nutrition

A plant's need for and use of basic chemical elements



pollen

The fine powderlike material produced in the anther (or male cone); each microscopic grain contains a male sex cell

pollination

The transfer of pollen from an anther to a stigma either by wind or pollinators

pollinator

The agent of pollen transfer, frequently insects

pollinizer

A plant that is the source of pollen transferred by a pollinator for cross-fertilization

pome

Fruit that has a fleshy exterior surrounding a reproductive chamber

potassium

Essential plant nutrient that is involved in building proteins

predator

An organism that preys upon other organisms

primary nutrients

The primary plant nutrients are nitrogen, phosphorus, and potassium

primary root

Root that originates at the lower end of a seedling's embryo; also called "radicle"

primocane

Cane that appears during the growing year

primordium (pl. primordia)

A very small preformed flower in a dormant bulb that will eventually mature and bloom

provenance

The geographic area of a particular segment of a species with a very large natural range

pubescence

Hairs on leaves that are extensions of epidermal cells and make leaves feel like velvet

pupa (pl. pupae)

Non-mobile stage of insects that undergo complete metamorphosis during which larval structures disintegrate and reconstruct into a very different looking adult

pustule

A type of fungal fruiting body such as in rusts

pyrethrum

Natural insecticide that serves as a nerve toxin derived from a type of chrysanthemum

quiescent

An inactive stage of seed or insect development that allows them to survive for a long time

racemose

Inflorescence that begins to bloom from the bottom florets and progresses to the top

radicle

The part of a plant embryo that develops into a root

reddening

Common discoloration symptom, also known as marooning

relative humidity

Ratio of water vapor in the air to the amount of water the air can hold at the current temperature and pressure

respiration

Chemical reaction with oxygen by which sugars and starches are converted into energy

rhizome

Belowground stems that grow horizontally. New growth emerges at points along the stem to form new plants

ricey curds

Abnormal plant development in cauliflower that results when the plants are exposed to excessive heat

ringspot

Concentric ring pattern on leaves or fruits caused by viral infections

rodenticide

Pesticide that kills rats, mice, ground squirrels, and other rodents

root girdling

Roots that grow around and constrict other roots and the trunk

root flare

The portion at the bottom of a tree trunk where the trunk flares, or widens, and which should generally be visible after planting

rootstock

The belowground portion of fruit or other grafted trees (see understock); usually genetically distinct from the scions (the aboveground portion) to which they are grafted

rosulate leaves

Arranged in a rosette around a stem with extremely short nodes

rot

Disease typically caused by fungi or bacteria that can lead to the wholesale destruction of plant tissue in any plant part

runner

Specialized stem that originates in the leaf axil at the crown of the plant and grows along the soil surface to produce a new plant at a node

saprophyte

Fungi that derive nutrients by feeding on dead organic materials

sapwood

Older xylem cells in trees that still function as storage for photosynthates

scaffold

Major lateral branch of a tree

scale

Insects of various sizes and shapes that look like hard-shelled or cottony bumps on twigs; also a type of leaf on some conifers or bulbs

scarification

A process of softening or nicking a seed coat to break seed dormancy

scion

Selected cultivar grafted to rootstock

secondary nutrients

Calcium, magnesium, and sulfur

seed bank

The accumulated viable weed seeds in soil

seed coat

A hard outer covering that protects a seed from disease and insects and may cause dormancy

senescence

Maturation and mortality of plant parts

sepals

The outermost whorl of parts that form a flower, collectively called the calyx

septa (sing. septum)

Partitions that divide tube-like hyphae into individual cells

sessile

Stalkless, a leaf blade with no petiole

sexual reproduction

Recombination of genetic material to form a genetically unique individual

shearing

Process of removing new growth, generally on evergreen shrubs

skeletonizing

Insect feeding in which the leaf blade is consumed, leaving leaf veins intact

simple fruit

Fruit that develops from a single flower and a single ovary

simple leaves

Leaf blades that are a single, continuous unit, not divided into parts (compare to compound leaf)

snag

Standing dead tree used by wildlife for cover and shelter

soil test

A rapid chemical analysis to determine relative nutrient availability to plants

solitary flower

When a plant produces one flower per stem

species name

A two-word name based on a precise system of classification that is unique to every organism

spinosad

Biological insecticide derived from a soil microorganism

spiracle

Opening in an insect's exoskeleton through which oxygen is delivered to trachea, then tracheoles, and finally cells

spore

Seed-like structure in fungi used for reproduction

spot

Well-defined relatively small area on plants that is a common symptom of fungal and bacterial pathogens, also known as "lesion"

spur

Short, stubby side stem that arises from a main stem on woody plants

stamen

A plant's male reproductive organ, consisting of an anther and a filament

staminate flower

Male flower that contains stamens but no pistils

stigma

Top portion of the pistil, connected by the style to the ovary

stippling

Stippled appearance of leaves caused by insects that rasp off or puncture plant tissues and feed on the juices that are released

stolon

A prostrate stem, at or just below the surface of the ground, that produces roots at its nodes

stomata (sing. stoma)

Tiny openings, also known as stomates, that allow water, oxygen, and carbon dioxide to pass in and out of leaves

stratification

Process to break plant or seed dormancy involving a period of cooling

stunting

Abnormal slowing or stoppage of growth or development so the plant does not achieve its expected size

style

The part of a flower's pistil that connects the ovary and stigma

stylet

Hollow mouthpart of plant parasitic nematodes, used to puncture cells and obtain nutrition

sucker

A rapidly growing shoot arising from the roots or rootstock

sunscald

Damage to plant tissues from overexposure to the sun

symbiotic relationship

Any of several living arrangements between different species, with both positive and negative associations included

synthetic pesticides

Pesticides manufactured from chemicals

tadpole

Amphibian larvae, which may or may not look much like the adult

thatch

A loose, intermingled organic layer of dead and living shoots, stems, and roots that develops between the zone of green vegetation and the soil surface

thinning cut

Removing a branch to its point of origin (compare to heading cut)

thorax

One of three main insects parts where the legs and wings attach

tilth

State of aggregation of soil in relation to suitability for plant growth

tipping

Removing the top ¼ of a cane

topdressing

Spreading a thin layer of compost over a lawn or garden area to enhance the soil and add nutrients in a slow-release manner

topping

Removal of whole tops of trees, an inappropriate pruning method that may result in increased structural problems

torpor

A period in which some insect species go without food and slow their metabolism down

totipotent

A plant part's ability to develop into a complete plant

training

The use of pruning, trellising, and staking, etc. to manipulate the growth and shape of a plant

transpiration

Process by which water is lost through the leaves of the plants

trap

Tool used to detect or remove specific pests

trellising

Placing branches on a trellis or other structure to hold them in certain positions

true bulb

Underground stem surrounded by modified leaves

true leaves

First leaves to form on a seedling after the cotyledon(s) emerge

tuberous root

Underground storage organ made of root tissue

tuber

Modified underground stem that stores food for a plant

tunicate

Bulbs, such as tulips and onions, that have concentric scales (modified leaves) and are covered in a papery sheath

turgor pressure

The fullness and firmness of plant tissue needed to maintain cell shape and ensure cell growth

understock

Lower portion of a grafted tree that provides the new plant's root system, also known as rootstock

variety

A plant with one or more clearly distinguishable characteristics that occurs in natural populations

vascular system

Water-conducting tissue, consisting of xylem, phloem, and vascular cambium, continuous throughout a plant

vascular wilt

Pathogens that invade a plant's vascular system and cause wilt symptoms

vector

Organism capable of transmitting plant pathogens

vegetative phase

The non-reproductive "body" of fungi

vegetative reproduction

Propagating plants from stems, leaves, or roots, resulting in a new plant that is genetically identical to the parent

venation

The way in which veins are distributed in a leaf blade

vermicompost

Compost resulting from red worms

viability

A seed's ability to germinate

vine

A plant with a long, trailing stem

virescence

Phenomenon in which normally colored plant parts—such as flowers—turn green

wart

Bump-like growth on fruits

water sprout

a rapidly growing shoot, usually unbranched, growing on the trunk or scaffold limbs

whorled leaves

Three or more leaves attached at a single node, arranged in circles around a stem

wilting

Leaves or entire plants that become limp from a lack of water

xeric

Adapted to drought

xylem

The part of a plant's vascular system that conducts water and dissolved minerals

yellowing

Discoloration also known as chlorosis



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La información del programa puede estar disponible en otros idiomas además del inglés. Las personas con discapacidades que requieran medios de comunicación alternativos para obtener información sobre el programa (por ejemplo, Braille, letra agrandada, grabación de audio y lenguaje de señas americano) deben comunicarse con la agencia estatal o local responsable que administra el programa o con el TARGET Center del USDA al (202) 720-2600 (voz y TTY) o comunicarse con el USDA a través del Servicio Federal de Transmisión de Información al (800) 877-8339.

Para presentar una queja por discriminación en el programa, el reclamante debe completar un formulario AD-3027, Formulario de queja por discriminación del programa del USDA, que se puede obtener en línea, en

www.usda.gov/sites/default/files/documents/usda-programdiscrimination-complaint-form.pdf, en cualquier oficina del USDA, llamando al (866) 632-9992, o escribiendo una carta dirigida al USDA. La carta debe contener el nombre, la dirección y el número de teléfono del reclamante, y una descripción escrita de la supuesta acción

discriminatoria con suficiente detalle para informar al Subsecretario de Derechos Civiles (ASCR, por sus siglas en inglés) sobre la naturaleza y la fecha de la presunta violación de los derechos civiles. La carta o el formulario AD-3027 completado debe enviarse al USDA por medio de:

correo postal:

U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; o'

fax

(833) 256-1665 o' (202) 690-7442;

correo electrónico:

program.intake@usda.gov.

Esta institución ofrece igualdad de oportunidades.

Afiche complementario al Formulario AD-475-A/Revisado Septiembre 2019