

**Michigan Department of Agriculture
Companion Animal Welfare Fund
Competitive Grants 2010-2011**

PROGRAM OVERVIEW

MDA is offering grants to promote certain activities related to spaying and neutering of dogs and cats. These grants are being awarded pursuant to ACT 132 of 2007, Animal Welfare Fund Act. Guidelines for activities being supported this grant period are outlined below. No more than \$10,000 will be awarded to any facility. If more applications are received than can be supported by available funding, awards will go to proposals that best meet grant criteria.

PURPOSE OF GRANTS

The Michigan Department of Agriculture (MDA) goal of this program is to support projects that increase the number of dogs and cats that are sterilized and adopted in Michigan.

ELIGIBILITY REQUIREMENTS

1. Funds will only be awarded to animal control shelters and animal protection shelters licensed by MDA pursuant to ACT 287 of 1969, as amended.
2. Applicants must have submitted their Annual Shelter Activity Report by March 31, 2010.
3. Applicants have not received a compliance related fine from MDA in 2009 or 2010.
4. Grantee shall provide the following information in their proposal;
 - a) The number of dogs and cats sterilized at the time of adoption in the previous year.
 - b) The number of dogs and cats adopted with a sterilization contract in the previous year.

PROJECT ACTIVITIES THAT ARE ELIGIBLE FOR FUNDING

Project activities eligible for funding are described below. The maximum amount of funding that will be awarded to any facility is \$10,000.

Projects that will increase the number of dogs and cats that are sterilized and adopted:

1. Payments to licensed private practitioners veterinarians for reasonable and customary professional services related to sterilization procedures. (Funding may not be used for ancillary procedures such as vaccination, microchipping, or tests or treatments for conditions or diseases.)
2. Purchase of equipment and supplies to support additional sterilization procedures. Equipment and supplies may be purchased for private practitioner veterinary clinics/hospitals, or for use in animal shelter surgical suites.

GRANT APPLICATION PROCESS

Grant proposal(s) should contain the following:

1. **Cover page** - Include the organization name, grant dollars requested, contact person, address, phone number, FAX number, Employer Identification Number (EIN), and email address. If you are not already registered with the State of Michigan as a vendor, please go to this website for directions on how to register for a Vendor Identification Number.
http://www.michigan.gov/budget/0,1607,7-157-13404_37161-179392--,00.html.
2. **Project Purpose** - Clearly state the objectives of the project.
3. **Work Plan** – Describe the activities and/or tasks that will be performed to accomplish the objectives of the project. Clearly state who will conduct the work Include appropriate timelines for the project and expected date of completion.
4. Verify that no person associated with the animal shelter has a conflict of interest associated with the grant process or grant funding.
5. **Budget Narrative** - Include total estimated cost for the project with a breakdown of grant dollars to be used on this project. In the budget narrative, provide detailed information for the budget categories listed below.

BUDGET ITEM

COST

Salary
Equipment
Supplies & materials
Services
Other (describe)

- **Awarded Grant(s)** will not exceed \$10,000 per grantee.

6. **Expected outcome(s)** - It is important that each outcome provides evidence about the accomplishment of the program objective. These outcomes must be program-focused, measurable, specific, and clear.

1. The number of sterilized dogs and cats adopted from the shelter increase during the grant period as compared to previous years. Specifically, this means the spay/neuter occurs prior to adoption rather than after adoption through a spay/neuter contract.
2. Surgeries are performed by a licensed veterinarian in a veterinary clinic/hospital (permanent or mobile) or in a surgical suite at licensed animal shelters, the primary purpose of which is to perform sterilizations.

PROPOSAL SUBMISSION CRITERIA

- Proposals must be received (NOT postmarked) by **Monday, November 1, 2010, at 5:00 pm** and will not be considered if received after the deadline.
- **Two** complete hard copies of your proposal.

Please send your proposal to:

Mike DiBernardo

Michigan Department of Agriculture

525 W Allegan

Lansing, MI 48933

OR

Michigan Department of Agriculture

PO Box 30017

Lansing, MI 48909

- Faxed documents **will not** be accepted.
- E-mail documents **will not** be accepted.
- Applications must be limited to six (6) pages.

NOTE: The Director of Michigan Department of Agriculture will have final authority to approve or not approve grant awards, based upon selection criteria, program priorities and application instructions.

MDA Contact - Mike DiBernardo, 517-373-9144, dibernardom@michigan.gov.