

**Michigan Department of Agriculture
Companion Animal Welfare Fund
Competitive Grants 2009-2010**

PROGRAM OVERVIEW

MDA is offering grants to promote certain activities related to spaying and neutering of dogs and cats and training of personnel involved in enforcement of animal related laws in Michigan. 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. MDA will also consider projects that enhance knowledge and skills of animal control officers and animal shelter personnel involved with enforcement of animal related laws in Michigan as well as projects that service to educate the public in proper animal care per the anticruelty laws.

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 2008 Annual Shelter Activity Report by March 31, 2009.
3. Applicants have not received a compliance related fine from MDA in 2008 or 2009.
4. Grantee shall provide the following information in their proposal;
 - a) How many Dogs and Cats have been sterilized at the time of adoption, for calendar year 2008.
 - b) How many dogs and cats were adopted with a sterization contract, for calendar year 2008.

PROJECT ACTIVITIES THAT ARE ELIGIBLE FOR FUNDING

Project activities eligible for funding are described below. Applications may include activities in one or both project categories. 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.

Projects that will educate the public and train personnel as to the anticruelty laws:

1. Funding for fees charged by speakers/presenters.
2. Support or partial support for travel, meals, and lodging for participants not to exceed State of Michigan rates.
3. Support for meeting rooms and audio-visual equipment.
4. Support for cost of printing and mailing training announcements/invitations.
5. Support for cost of printing/producing training materials.
6. Support for cost of equipment and supplies used in training such as may be used for hands on training involving tranquilization, euthanasia, or livestock handling.
7. Preference will be given to training sessions that include one or more of the following topics:
 - Animal shelter laws and regulations including requirements for sterilization of adopted animals.
 - Animal related sections of the Michigan Penal Code, including, but not limited to procedures for animal cruelty investigations.
 - Euthanasia methods, best practices, and procedures in Michigan to obtain a license to use sodium pentobarbital for euthanasia.
 - Tranquilization techniques, best practices and procedures in Michigan to obtain a license to use tranquilizing drugs in animal shelters.
8. Training may be a class, a conference, an on-line webinar, or a hands on session.
9. Fees for the training shall not be charged to participants.

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.

Verify that no person associated with the animal shelter has a conflict of interest associated with the grant process or grant funding.

4. **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

- Equipment
- Supplies & materials
- Services
- Travel
- Meals
- Lodging
- Room rental
- Printing
- Mailing
- Other (describe)

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

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

Expected Outcomes:

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.
3. Training sessions are held to share information and improve skills related to animal law enforcement activities.
4. The training must include a pre and post knowledge evaluation

Proposal submission Criteria:

- Proposals must be received (NOT postmarked) by **Tuesday, February 2, 2010, at 5:00 pm** and will not be accepted if received after the deadline.

- **Two** complete hard copies of your proposal.

Please send your proposal to:

Mike DiBernardo

Michigan Department of Agriculture Michigan Department of Agriculture

525 W Allegan **OR** PO Box 30017

Lansing, MI 48933 Lansing, MI 48909

- Faxed documents **will not** be accepted.

- E-mail documents **will not** be accepted.

- Applications must be limited to six (6) pages.

- Recommendation of proposals to be awarded will be determined within 30 days after application deadline.

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.