



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF AGRICULTURE
AND RURAL DEVELOPMENT

JAMIE CLOVER ADAMS
DIRECTOR

REQUEST FOR PROPOSALS

Food Safety Training and Education

Offered By:
Michigan Department of Agriculture and Rural Development
Food and Dairy Division
P.O. Box 30017
Lansing, MI 48909

Background

The Michigan Food Law of 2000, Section 4117, establishes a food safety education fund that is to be used for 1) training and education to consumers on food safety, and 2) training and education to food service establishment employees and agents of the director who enforce the Act. The fiscal year 2014 budget will direct that up to \$230,000 of the fund be used for these purposes. Monies that go into the fund come from assessments of \$3.00 to \$5.00 on food establishment licenses.

The Michigan Department of Agriculture and Rural Development (MDA) is now accepting proposals for grants that will run from January 1, 2014 through December 31, 2014.

Timetable

MDARD is soliciting proposals for grant awards between September 4, 2013 and October 31, 2013. An advisory committee will convene by early December 2013 to review and make recommendations to MDARD on the proposals to be awarded.

Information Format

- I. Project Title
- II. Background – include problem statement
- III. Project Goal and Objectives – please be specific
- IV. Project Description – please be specific
- V. Outcomes and Measures of Effectiveness
- VI. Project Timeline and Deliverables – please be specific
- VII. Key Partners
- VIII. Budget – include both total project cost and grant award portion. To include but not limited to:
 - a. Salaries
 - b. Travel
 - c. Supplies
 - d. Equipment

- e. Overhead
- IX. Primary Project Contact Name, Address, Phone, E-mail
- X. Name, Address, Phone and E-mail of the person who is authorized to sign grant agreements. This can be the same name as the Primary Contact.

Considerations in Preparing Proposals

The following criteria should be taken into consideration when preparing a proposal:

- Opportunities to build upon previously funded projects
- Opportunities to partner with other organizations
- Opportunities to leverage funds or match funds
- Meets a broad statewide need
- Measurable outcomes
- Improves food safety or food safety education
- Proposals with sub-grantees will be considered

Please note that while there is no cap on individual grant awards, the selection committee has historically awarded grants annually averaging \$5,000 to \$75,000.

Eligibility

Michigan Food Law of 2000, Section 4117 states, "The money in the fund shall be used to provide food safety training and education to food service establishment employees and agents of the director who enforce this act." Producers, marketers and growers do not meet this standard. Applicants must be non-profit organizations and entities. Applications should not include funding for required routine training like HACCP and manager certification.

Grant recipients must be willing to complete the vendor registration process via the State of Michigan in order to allow for electronic payments of grant funds.

Proposal Submission

Please send completed proposal ***no later than October 31, 2013*** to:

Michael Fuhrman
Michigan Department of Agriculture and Rural Development
Food and Dairy Division
P.O. Box 30017
Lansing, Michigan 48909
Facsimile – (517) 373-3333
fuhrmanm@michigan.gov

Questions

Please feel free to contact Michael Fuhrman at (517) 243-8896.