

**MICHIGAN DEPARTMENT OF AGRICULTURE
BOILERPLATE REPORTING REQUIREMENTS
FOR FISCAL YEAR 2008 (PA 128 of 2007)**

SECTION	TITLE	DUE DATE (see footnote a)	DESCRIPTION	REPORTED TO (see footnote b)	RESPONSIBLE DIVISION (see footnote c)
212(1)	Indemnity Exceeding \$100,000	As needed, prior to payment	Reason, amount, and payee	ASC, FA, SBO	AID
214	Grant Notification	As needed, 10 days before grant is issued	Non-line item grants issued to local units, higher education institutions, or non-profit organizations	ASC	FASD
223(3)	Out-of-State Travel	January 1, 2008	Traveler's name, destination, dates, purpose, costs, funding source, and totals for all out-of-state travel for preceding fiscal year	AC, SBO, FA	FASD
227	Return-on-Investment	April 1, 2008	Summary report of real and potential return-on-investment	ASC, FA	TBD
229(1)	Policy Changes	April 1, 2008	Specific policy changes made to implement a public act affecting the department that took effect during the prior calendar year	ASC, FA, JCAR	Legislative Liaison* Various Divisions
232	Continuous Improvement Efficiency Mechanisms	March 31, 2008 and September 30, 2008	Identify continuous improvement mechanisms and report actual and potential savings as the result of the increased efficiencies	ASC, FA, SBO	FERS
302(2)	Fee Increase Notification	As needed, 30 days before fee increase	Proposed changes to fees identified in section 302 including Lab testing fees, PPPM bean inspection and grading services, and Fruit and Vegetable inspections	ASC, FA	FASD* LAB, PPPM
302(3)	Specific Fees Charged	February 1, 2008	For fees authorized in Sec 302 identify rates, number of payees, and revenues generated in previous fiscal year	ASC, FA	FASD* LAB, PPPM
304(2)	Motor Fuel Complaint-Based and Random-Based Inspections	January 1, 2008 and July 1, 2008	Number of inspections performed, samples collected, and compliance rates	ASC, FA	LAB
401(1)	Local Health Department Conformance	April 1, 2008	Local health department conformance with minimum program standards	ASC, SBO, FA	FD

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402	Food-Borne Outbreaks	April 1, 2008	Significant food-borne outbreaks and emergencies in fiscal year 2007	ASC, FA	FD
457	TB Program Update Report	15th of each Month	Updates on implementation of wildlife risk mitigation, implementation of movement certificate process, progress toward annual surveillance testing requirements, compliance efforts for animals crossing Mackinac Bridge, efforts to work with slaughter facilities, educational programs, and other relevant information	ASC, AC, FA	AID
706	Agriculture Development and Export Market Development Programs	April 1, 2008	Description of agriculture development and export market development activities including grants awarded during the prior fiscal year	ASC, FA	AGD
709	Grape and Wine	April 1, 2008	Council activities, expenditures for the previous year, and grants awarded	ASC, FA	AGD
801	Simulcast Revenue	Monthly	Simulcast racing revenues generated in preceding month	ASC, SBO, FA	FASD
805	Equine Expenditure Reductions	As needed, 10 days before planned reduction	Plans to reduce appropriations, allocations, and expenditures from Ag Equine Fund	ASC, FA	FASD*, FER, ORC
811	Distribution of Outstanding Winning Tickets	As needed, 10 days before release of funds	Notification of uncashed winning tickets distribution to include payee and amount to be paid	ASC, FA	FASD*, FER, ORC,

a) All reports are due to the MDA Budget Officer seven days prior to actual due date

b) Reported To:

- AC = House/Senate Appropriation Committees
- ASC = House/Senate Appropriations Subcommittees on Agriculture
- SBO = State Budget Office
- FA = House/Senate Fiscal Agencies
- JCAR = Joint Committee on Administrative Rules

c) * Denotes Lead Division