



2022 Rural Development Fund Grant Webinar



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Agriculture Development Division – Grant Programs**

Agenda

- Program Guidelines Overview
- Application Form Review
- Question & Answer via Chat

* Today's webinar is being recorded.





Grants & Funding Opportunities

The Michigan Department of Agriculture & Rural Development administers various grants, including the federal Specialty Crop Block Grant and the state-funded Value-Added Grant and Rural Development Fund Grants. The purpose of the grants is to enhance the competitiveness of specialty crops, promote expansion of value-added agriculture production within the state, and support infrastructure in rural communities.

Want email updates about Michigan agriculture grants? Sign up below via GovDelivery!

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Agricultural Preservation Fund Grants

The Michigan Department of Agriculture and Rural Development offers this grant opportunity to local farmland preservation programs, at the county or township level. This program will assist communities to preserve agricultural lands by providing funding for permanent conservation easements.

Animal Welfare Fund Grants

Grant Timeline

Proposal	
Release Request for Proposals	October 1, 2021
Informational Webinar Join on your computer or mobile app: Click here to join the meeting Or call in (audio only): +1 248-509-0316, 724537701# Phone Conference ID: 724 537 701#	October 19, 2021 at 11am
Proposals Due	November 18, 2021 @ 3pm EST
JEC	
Evaluation Meeting	January 2022
Award	
Announce Award Funding	February 2022

Qualifying Land-based Industries



PROJECT TYPE	EXAMPLES
INFRASTRUCTURE DEVELOPMENT	Roadways, bridges, renewable energy, wastewater, rural housing, broadband, etc.
RURAL CAPACITY BUILDING	Museums, local and regional tourism campaigns, feasibility studies, etc.
BUSINESS DEVELOPMENT	Business expansion ensuring long-term creation or retention of jobs with a strong local and/or regional impact. For this year, projects with a focus on livestock processing are encouraged.
TALENT DEVELOPMENT AND TRAINING	Local and regional workforce development programs, workforce training, rural housing projects, childcare, etc.

Application

PROJECT TYPE (PLEASE CHECK PRIMARY PROJECT TYPE)

Infrastructure Development
 Rural Capacity Building

Business Development
 Talent Development/Training

APPLICANT INFORMATION (SEE GUIDELINES FOR ELIGIBLE APPLICANTS)

Title of Project:

Legal Name of Applicant Organization:
Address (Street, City, Zip):

Only one application per applicant

County:

Applicant & Project Need to be in
an Eligible County

Profit or Non-Profit Organization:

Primary Contact Name:

Title:

Address:

Phone:

E-Mail:

Application

FUNDING REQUEST (ROUND TO NEAREST \$100, MAXIMUM TOTAL GRANT AMOUNT REQUEST IS \$100,000)

Total Grant Amount Requested: \$ Maximum Request \$100,000

Total Match \$ Required 30%
(Must be at least a 30% cash match of the grant amount requested above)

Total Project Amount: \$ Requested amount + match

PROJECT SUMMARY

Provide a concise description of the project and how the project will support land-based industries and rural communities. Why is the project important and timely?

Application

PROJECT INFORMATION/IMPACT

Provide a focused and well-defined project description and the specific goals and outcomes that will be accomplished due to this grant. (Please address the following in your response.)

- A. What are the distinct, quantifiable, measurable outcomes you will achieve due to the project?
- B. How will those outcomes be measured? (ex. conduct surveys, use questionnaires, etc.)
- C. How will the project build capacity in rural communities? **Return on investment**
- D. How will the project become financially viable? Who is providing the match? When will funds to complete the project become available?
- E. How will the project be sustainable at completion and long-term? **Partnerships**
- F. What is the near-term and long-term impact of the project? **Impacts – purchase more MI product, jobs, etc.**
- G. How will the project provide a regional benefit? **Measurable – baseline and goals**
- H. How will the project lead to job creation and private investment?
- I. Will the project leverage additional federal, state or local funding? When will the funds be available?

Application

PROJECT TIMELINE AND WORK PLAN

Describe all activities that will be performed to accomplish the objectives of the project. All projects must be completed within the 18-month grant period. Approximate projected start date for grant project March 2022.

GRANT WORK PLAN	
Tasks	Projected Completed by (date)

3 support letters required

Application

BUDGET NARRATIVE

*THIS IS A **COST-REIMBURSEMENT GRANT** - You will be required to have the funds available to front the costs of the project until reimbursement. **Please answer each question:***

- A. Do you currently have the funds available to front the initial costs for this project?*
- B. Do you currently have a secured loan in place for the costs of the project?|*
- C. Have you secured the necessary permits and approvals to begin the project? If not, where are you at in the process?*

Please use the table below and provide a brief description of how funds will be used for each funding category. Going across: Requested Funds + Matching Funds = Project Totals
Matching Funds may be listed on one budget line. It's best not to use matching on every budget line, as it is more difficult to track. Do not commit to excess matching funds if you do not have the available funds. If you commit to the match, you will be required to show the match with invoicing and proof of payment documents.

Application

Item	Requested Funds	Matching Funds – (30% cash match required)	Project Totals
Equipment (Add lines if necessary)			
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
Total Equipment	\$	\$	\$
Materials and Supplies			
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
Total Materials/Supplies	\$	\$	\$
Contractual			
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
Total Contractual	\$	\$	\$
Salaries/Fringes			
FTE, % of time, salary, etc.	\$	\$	\$
	\$	\$	\$
Total Salaries/Fringes	\$	\$	\$
Other			
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
Total Other	\$	\$	\$
Total Project Cost	\$	\$	\$

Project & expenses cannot begin before the grant agreement is in place in March of 2022.

Application – Organizational Capacity Survey

Person completing this survey: _____

Phone / e-mail: _____

1. Technology Resources. Does your organization:
 - a. Provide a computer for all employees/persons? Yes No
 - b. Have a dedicated e-mail account for all employees/persons Yes No
 - c. Have high-speed internet access? Yes No
2. What was your average annual employee turnover rate for the past two years?
3. Does your organization have the ability to effectively respond to sudden personnel changes on a:
 - a. Short-term basis (unexpected illness) Yes No
 - b. Intermediate-term basis (unexpected resignation) Yes No
 - c. Long-term basis (budgetary cutbacks necessitating staff reduction) Yes No
4. If you are a food establishment, do you hold a current license? Yes No
5. Has an audit by a Certified Public Accounting been finalized for the most recently completed fiscal year? Yes No
6. If "No", is one currently underway or scheduled? Yes No
7. Has your organization received funding for this project from another source? Yes No
8. Has your organization requested funding for this project from another source? Yes No
9. Has your organization received a federal or state grant award in the last two years? Yes No
10. Has your organization received a grant from MDARD in the last two years? Yes No
11. Does your organization use an automated accounting system? Yes No
12. If "Yes", what is the name of the system?
13. Has your organization registered with [State Budget Office - Contract & Payment Express](#)? Yes No
14. You may be asked to provide a recent Income Statement and Balance Sheet to show the financial stability of your organization to front the money until a report/reimbursement request is due. Is your organization able to comply with these requirements? Yes No

Answers on this assessment are not used in the scoring of your application.

No wrong answers.

Submit the application and support letters to mda-grants@michigan.gov

Cost-Reimbursement

Items needed for reporting:

- * Completed report – in Word
- * Invoice to MDARD
- * Completed Excel spreadsheet
- * All supporting financials
 - Financials can be scanned to a pdf in one document (proof of payments = zero balance receipts/invoices, canceled checks)
 - Salaries can be from payroll software center or timesheets with supervisor signatures
- * Final Site Visit



Application Review Process

- Competitive Review
- JEC – scoring and review meeting
- Scoring Based off a 100- point scale
 - A well-defined and focused project – 15 points
 - Overall impact of the project on the food and agriculture industry in the state of Michigan. Product sourced and produced in Michigan and capacity building/grower connection/increase in supply of locally available products – 20 points
 - Measurable outcomes – 15 points
 - Strong budget, expenditures correlate with the work plan and scope of the project – 15 points
 - The amount of match provided – 10 points
 - Does the plan of work contain appropriate activities for the project and are they detailed to show how the objectives will be met in a timely manner – 15 points
 - The sustainability of the project, the near-term and long-term impact, including jobs and investment in Michigan – 3 required support letters – 10 points
 - Priority – Marquette County – 10 points

Grant Program Contacts

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Amy Bearss

Sherri Goodreau

All questions email: mda-grants@michigan.gov

Question and Answer



@MIDeptofAgriculture



@MichDeptofAg



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