

## TRAINING FOR AUTHORIZED PERSONNEL PROJECT FORM

**Applicant:**

To improve knowledge of the proper care of animals pursuant to state animal anticruelty laws (Michigan Penal Code, Act 328 of 1931, Chapter IX Animals) by training personnel authorized by law to enforce state anticruelty laws (i.e. registration fees for attendance at MDARD-approved conferences, workshops, etc.) to include the purchase of equipment and supplies for this program (i.e. MDARD-approved speaker fees for conferences, workshops, etc., **does not include speaker travel, lodging or meal reimbursement**).

**Project Title:**

**Project Summary:**

Please limit text to approximately half a page or less that describes the project in everyday language without the use of scientific or technical jargon. State the problem, challenges or issue your project is addressing. Briefly explain how this project will address or solve the problem or challenge. Answer the "Who cares?" or "So what?" question: Why is this worth the attention of people? How does this impact the lives of animals? What difference will it make, and to whom? What is the benefit or potential benefit of a successful project?

**Objective(s):**

State objectives clearly and concisely in a logical sequence. Include only those objectives on which significant progress can be made during the life of the project. Objectives should relate to the value of improving the knowledge of personnel tasked with enforcing animal laws in your community.

**Approach:**

Procedures should correspond with each numbered objective and described in sufficient detail to clearly understand the actions to be used. Descriptions should be adequate to allow a reviewer familiar with the subject to evaluate the approach. The responsibilities and work assignments must be stated in the procedure for each objective.

**Outreach and Evaluation Plan:**

A well-considered and appropriate outreach component is an essential part of this grant. Describe how this project will be shared with the community, how it will benefit the community and how your project will be evaluated at the end of the grant period.

## PROPOSED BUDGET SUMMARY TRAINING FOR PERSONNEL

Applicant: \_\_\_\_\_

PART I – ATTENDENCE AT A TRAINING (provide agenda information if available)			
Name of Training & Date(s):			
Name of Attendee(s)	Title	Agency	Registration Fee*
<b>Registration Fee Total:</b>			
PART II – HOSTING A TRAINING (draft agenda must be provided)			
Name of Training & Date(s):			
Speaker/Presenter Name	Title	Organization	Speaker Fee*
<b>Speaker Fee Total:</b>			
Rental Facility* (if applicable) & Location	Number of Days/Hours	Cost per Day/Hour	Total
<b>Facility Rental Total:</b>			
Other*:			
<b>Other Total:</b>			
<b>TOTAL AMOUNT REQUESTED FOR THE PROJECT:</b>			

\*Provide quotes from vendor