

**Michigan Department of Agriculture and Rural Development
Livestock and Commodity Exposition Competitive Grant
For Fiscal Year 2024**

Purpose

To award through a competitive grant process up to a total of \$25,000 to county fairs, regional fairs, local fairs, festivals or livestock and commodity expositions that are a non-profit 501(c) 3 or 501(c) 5.

Schedule

The grant program will adhere to the following timeline:

Grant Proposals due:	March 15, 2024, 5:00PM
Announcement of Recipients:	May 3, 2024
Project/Program Duration:	May 13, 2024 through August 31, 2025
Interim Reports Due:	September 15, 2024
Final Reports Due:	September 15, 2025

Eligibility Requirements

Associations or other organized events hosting fairs, expositions, festival, or statewide non-profit organization representing festivals are eligible to apply for grants. A fair, festival or exposition means a congregation, gathering or collection of livestock and/or commodities that are presented or exposed to public view for show, display, swap, exchange, entertainment, educational event, instruction, advertising, or competition.

- Organizations that have successfully gained contributions from outside sources will be considered before those that have not.
- Handwritten justification letters will not be accepted.

Funding Qualifications

- Fairs applying for grant funding must have submitted all required year-end reports for the prior three years. Grant requests for **new** livestock and commodity classes that will increase the number of exhibitors and have a greater impact on the surrounding community will be given priority.
- Livestock Expositions exhibitor requirements:
 - a. If the show is an **All-Species** show offering youth and open classes, then the show must have at least 200 exhibitors.
 - b. If the show is a **Single Breed Show** or a **Light Horse Show**, then the show must have at least 500 exhibitors.
- Promotional Grants: Expositions, Festivals or Fairs applying for the promotional grants must show how the funds will impact attendance as well as the livestock and commodity industry.

Types of Eligible Expenses

Below are suggested types of eligible expenses, this is not an all-inclusive list:

- Financial support for awards in the form of premiums, equipment, products, etc.
- Promotional activities of the livestock and commodity expositions or festival.

Types of Ineligible Expenses

Below are types of ineligible expenses, this is not an all-inclusive list:

- Salaries
- Indirect Rates or Cost
- Labor costs
- IT equipment purchase or rental
- Machinery such as tractors or trailers
- Livestock purchased for use by an individual
- Building rentals

Funding Availability

This is a cost reimbursement grant and must have a dollar-for-dollar cash match. Grants will be awarded at a minimum of \$1,000 and maximum of \$5,000. Limit of one proposal per exposition, fair, festival, or statewide organization representing festivals.

Limit of one project and proposal per organization.

Reports

Final reporting dates will be identified in the final grant document.

Procedure for Submission of a Proposal

Complete the enclosed forms and use the prescribed format to complete a grant request. All grant proposals shall be submitted electronically to the Michigan Department of Agriculture and Rural Development as defined in the timeline. Proposals shall be emailed to Tracy Ebels at: MDARD-Fairs@michigan.gov.

Grant Proposal Format

1. Cover sheet with name of the project, date of application, and name of the exposition, fair, festival, or statewide organization representing festivals.
2. Completed Form A (with completed W-9 form if necessary)
3. Completed Form B
4. Justification letter that includes:
 - a. Project goals and objectives: Explain the need and purpose for the grant request and the ongoing impact this will have on the exposition or fair and the community.
 - b. How will the project promote active involvement from participants beyond the exposition or fair?
 - c. If the grant request is for premiums include a premium schedule.