



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF AGRICULTURE  
AND RURAL DEVELOPMENT

JAMIE CLOVER ADAMS  
DIRECTOR

**Michigan Department of Agriculture and Rural Development  
Value Added-Regional Food Hub Grant Program**  
(Updated 11/24/14)

**Program Overview**

The Michigan Department of Agriculture & Rural Development (MDARD) is offering a grant opportunity to promote and enhance Michigan's food and agriculture industry.

MDARD will accept proposals intended to establish, retain, expand, attract and/or develop value added agricultural processing and/or develop regional food systems by enhancing or facilitating aggregation and distribution of Michigan grown agricultural products.

**If you have previously received funds through this grant program, you are currently not eligible to receive additional grant dollars.**

All communications concerning this RFP should be sent via e-mail to:  
[mda-grants@michigan.gov](mailto:mda-grants@michigan.gov).

This grant is a cost reimbursement program. Each grantee will be required to submit written reports, invoices and copies of paid receipts to MDARD for payment. All applicants must be registered as a vendor in the Contracts and Payments system with the State of Michigan prior to a grant agreement being formalized. (Registration can be completed here: [www.cpexpress.state.mi.us](http://www.cpexpress.state.mi.us))

- Applicants must provide a minimum of ten percent (10%) in cash matching funds. In-kind contributions will not be counted as part of the required match.
- Grants will be awarded at a maximum amount of \$75,000.
- Only one proposal per applicant will be considered.
- Applicants must use the fillable application form and all sections must be complete in order to be considered for funding.

Grant funds **cannot** be used to pay for:

- land acquisition
- purchase of a building or facility
- structural repair of building or facility

Indirect costs are **not** allowed under this grant program. Indirect costs are defined as the expenses of doing business that are not readily identified within the project, but are necessary for the general operation of the organization and the implementation proposal related activities.

MDARD reserves the right, at its sole discretion, to reject an application if it:

- ✓ Does not meet the program requirements including scope, eligibility, and allowable grant fund use
- ✓ Is received after the deadline
- ✓ Is incomplete or missing any of the required forms, narrative, and supplemental budget
- ✓ Does not follow the outlined application requirements

Additionally, an application shall be rejected (after submission or prior to award) if information comes to MDARD's attention that:

- ✓ It has been determined that applicant is ineligible for an award
- ✓ The application is materially misleading or incorrect
- ✓ Indicates fraud or mismanagement of federal or state funds by the applicant

### **Eligible Entities**

- **Agricultural Cooperative:** A group-owned or member-owned entity or business that provides, offers, or sells agricultural products or services for the mutual benefit of the members thereof.
- **Nonprofit Corporation:** Any organization or institution as defined by Michigan Public Act 162 of 1982.
- **Business Entities:** An organization as defined by Michigan Public Act 23 of 1993, who is in good standing with the state of Michigan and whose primary function involves the production, processing or marketing of Michigan grown agricultural products.
- **Economic Development Organizations:** An organization whose mission is the improvement, maintenance, development and/or marketing or promotion of a specific geographic area.

Activities appropriate for the Value Added/Regional Food Systems Grants include, but are not limited to, the following:

1. **Technical Assistance**
2. **Marketing**
3. **Equipment and Innovation**
4. **Training and Outreach**

### **Proposal Review**

Projects will be scored on a variety of factors, including, but not limited to:

- a well- defined and focused project
- overall impact of the project.

MDARD will convene an evaluation committee comprised of individuals with an interest in, and knowledge about, Michigan agriculture, food systems, and value added agriculture. The committee will score proposals, and recommendations will be made to the Director of MDARD who will make the final determination on awards. All applicants will be notified at the end of the review period and when final decisions have been made.