

AGRI MILK COOLER GRANT

SPRING 2019 REQUEST FOR PROPOSALS

The Minnesota Department of Agriculture (MDA) is now accepting proposals for the AGRI Milk Cooler Grant Program. This grant opportunity is intended to support schools and early care and education (ECE) organizations increase access to and consumption of Minnesota milk and dairy products.

The MDA anticipates awarding up to \$50,000 to assist Farm to School and ECE organization in purchasing milk coolers for use in meal programs. In fiscal year 2019 each school may apply for up to \$1,500.00 with a maximum of three coolers per district. Separate proposals must be submitted for each school. Eligible costs include the costs of milk coolers and associated installation expenses.

ABOUT AGRI

The MDA Agricultural Growth, Research, and Innovation Program (AGRI) was established to advance Minnesota's agricultural and renewable energy industries (MS 41A.12). This program focuses on areas of greatest opportunity and potential economic impact to create agricultural jobs and profitable businesses in the areas of livestock investment, value-added business and market development, and renewable energy. The AGRI Farm to School and Farm to Early Care and Education Grant Program and the AGRI Milk Grant Program targets schools and early care organizations that are increasing the use amount of Minnesota grown and raised foods in their nutrition programs.

ELIGIBLE APPLICANTS

Proposals will be accepted from two types of applicants:

- Public or private schools or school districts that are a part of the National School Lunch Program (NSLP) and serve food to preschool and/or K-12 students.
- ECE organizations that are enrolled in Child and Adult Care Food Program (CACFP) and serve, on average, at least 30 breakfasts or 30 lunches daily, based on average daily participation rates in January and/or February 2019. Examples of ECE organizations include, but are not limited to Head Start, Early Head Start, preschool programs, child care centers and child development centers.

REVIEW PROCESS

A committee of MDA staff and external reviewers will review all proposals using the evaluation criteria. The review committee's recommendations will be forwarded to the Commissioner of Agriculture who will make the final determination. Applicants, both successful and unsuccessful, will be notified in writing approximately four weeks following the proposal deadline.

PUBLIC DATA

- Per Minn.Stat. § 13.599 names and addresses of grant applicants as well as grant amount requested will be public data once proposed responses are opened.
- All remaining data in funded proposal responses (except trade secret data) will be public data after the evaluation process is completed.
- All data created or maintained by the MDA as part of the evaluation process will be public data after the evaluation process is completed

GRANT AWARD AGREEMENT AND PAYMENT

Upon approval of a proposal, the applicant will be required to:

- Register as a vendor in SWIFT, the State's accounting; and
- Sign a Grant Award Agreement indicating their intention to purchase and install a milk cooler. The agreement also authorizes the MDA to monitor progress of the project.

Grantees must provide details of each purchase on receipts or invoices and proof that the vendors have been paid. Equipment purchases must be made and claims must be submitted by December 31, 2019. Payments to a school or ECE organization may not exceed the total cost of the equipment purchase. Payments to grantees will only be made after the MDA receives this information. Grantees will be sent a brief survey a year after the grant period to assess impacts of the equipment purchased with grant funds.

TIMELINE	
February 14, 2019	Applications available on MDA website
April 4, 2019	Applications due by 4:00 pm CDT
April 30, 2019	Applicants notified of awards
May 2019	Grantees sign Grant Award Agreements
May–December 2019	Grantees purchase and install milk coolers
December 31, 2019	Invoices and receipts of purchases due to the MDA
October 2020	Grantees surveyed on outcomes

PROPOSAL INSTRUCTIONS

All proposals must be received by the MDA no later than 4:00 pm CDT on April 4, 2019. Grant applications must be received through the MDA's online system, accessible through a link on the AGRI Milk Cooler Grant webpage at www.mda.state.mn.us/milkcooler.

For questions about the grant program or completing the application, please contact:

Lisa Sawyer

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MILK COOLER GRANT EVALUATION PROFILE	POINTS
The proposed cooler will increase purchases and consumption of MN dairy products	25
Students/youth will benefit by having increased access to dairy products and better dairy experience	15
Applicant has researched and adequately planned for equipment purchase and installation	10

GRANT AWARD AGREEMENT AND PAYMENT

Name of Applicant Organization:

Name of Primary Contact Person:

Mailing Address:

City:

State:

Zip:

Email Address:

County:

State House District(s) Served by Project:

This information can be found at www.leg.state.mn.us/leg/districtfinder.aspx

ELIGIBILITY

YES NO

Public or Private School that Participates in the NSLP

ECE organization that is enrolled in the CACFP and serves on average 30 breakfasts or lunches based on average daily participation rates in January and/or February 2019

PROJECT OVERVIEW

What school or ECE organization will receive this milk cooler? Include the name, county and address of the specific school or site.

Name of School or Site:

Mailing Address:

City:

State:

Zip:

County:

What is the estimated cost of the milk cooler?

How many students or children will benefit from the milk cooler?

What grade levels will benefit from the new equipment?

How will the new dairy equipment increase the purchases of MN dairy products?

Describe the type of cooler you plan to purchase. Include the estimated costs and the reasons why you chose this cooler.

How will students/children benefit from the new milk cooler?

Where are you currently sourcing your milk products?

I certify to the best of my knowledge that the information in this application is true and correct and that I am legally authorized to sign and submit this application of behalf of this organization.

Name

Date