

# **AGRI Livestock Investment Grant**

## **Fiscal Year 2022 Request for Proposals (Spring 2022 Round)**

# Table of Contents

<b>Grant Summary</b> .....	<b>1</b>
Overview .....	1
Funding availability .....	1
Priorities .....	1
How to submit questions .....	2
How to apply .....	2
<b>Grant Eligibility</b> .....	<b>3</b>
Eligible applicants.....	3
Collaboration.....	4
Eligible projects and expenses .....	4
Ineligible expenses .....	5
Matching funds .....	6
<b>Application Review Policies</b> .....	<b>6</b>
Review process.....	6
Conflicts of interest .....	6
Privacy notice and data classification .....	7
<b>Requirements for Grant Recipients</b> .....	<b>8</b>
Accountability and reporting .....	8
Grant award agreement and payments .....	8
Site visits and financial reconciliations.....	8
Bidding requirements.....	9
Affirmative action and non-discrimination policy.....	9
Audits of project.....	9
Voter registration requirement.....	9
<b>AGRI Background and Program Goals</b> .....	<b>9</b>
<b>Project Evaluation Profile</b> .....	<b>10</b>
<b>Application</b> .....	<b>11</b>
Applicant information .....	11
Eligibility .....	12
Previous MDA grants.....	12
Project summary .....	12
Project readiness, budget, economic outcomes.....	13

# Grant Summary

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## Overview

The Minnesota Department of Agriculture (MDA) is now accepting applications for the Fiscal Year (FY) 2022 Agriculture Growth, Research, and Innovation (AGRI) Livestock Investment Grant Program. Grant funds are available for equipment purchases, physical improvements, and acquisition of facilities used to help start, improve, or expand livestock operations in the state of Minnesota.

## Funding availability

The MDA anticipates awarding up to \$1.3 million in FY 2022 through two competitive review processes. In the Fall 2021 Round, we awarded \$880,000 to 50 applicants. Fall 2021 applicants who were not awarded grants will be automatically considered for grants during this round; if they would like to make changes to their application, they should contact the program administrator by March 29, 2022. Other eligible applicants may also apply during the Spring 2022 Round.

Applicants may apply for up to 10% of their project's total cost with a minimum expense of \$4,000 and a maximum expense of \$250,000; grant awards can range in size from \$400 to \$25,000. A farm may only receive one grant in FY 2022.

Each livestock operation is eligible to receive a lifetime maximum of \$50,000 from this grant program. The \$50,000 cap applies to the individual partners, shareholders, members, beneficiaries of partnerships, S corporations, C corporations, trusts, estates, such that no individual can receive more than \$50,000 whether they are an individual or a partner, shareholder, member, beneficiary of an entity. Married couples are also limited to \$50,000 for their livestock operation. Only one grant can be awarded per project.

## Priorities

It is the policy of the State of Minnesota to ensure fairness, precision, equity, and consistency in competitive grant awards. This includes implementing diversity and inclusion in grant-making.

[Policy 08-02: Rating Criteria for Competitive Grant Review \(PDF\)](#) establishes the expectation that grant programs intentionally identify how the grant serves diverse populations, especially populations experiencing inequities and/or disparities.

This grant will serve livestock operations pursuing improvements, updates, and modernizations to their livestock operation. Additionally, this grant will prioritize:

- Emerging farmers, including Black, Indigenous, and People of Color, immigrants, women, veterans, persons with disabilities, young and beginning farmers, LGBTQ+ farmers, and others
- Increasing production of livestock for Kosher/Halal markets

## How to submit questions

All questions should be submitted through writing by email ([MDA.AGRIGrants@state.mn.us](mailto:MDA.AGRIGrants@state.mn.us)) by **4:00 p.m. Central Time on Tuesday, March 29, 2022**. MDA employees are not authorized to provide advice on any applications. Applicants who solicit or receive advice from unauthorized MDA employees may be disqualified from eligibility for a grant award.

Technical assistance with the online application system can be provided until the submission deadline by calling 651-201-6500 or emailing [MDA.AGRIGrants@state.mn.us](mailto:MDA.AGRIGrants@state.mn.us) with "AGRI Livestock Investment Grant" in the subject line. We encourage applicants to apply early so that there is ample time to receive technical assistance if needed.

## How to apply

Grant applicants are strongly encouraged to submit proposals through our [online application system](#), which is accessible on the [Livestock Investment Grant](https://www.mda.state.mn.us/business-dev-loans-grants/agri-livestock-investment-grant) webpage (<https://www.mda.state.mn.us/business-dev-loans-grants/agri-livestock-investment-grant>). If it is not possible to apply online, please reach out to the AGRI Grants Team.

Applications must be received by **Tuesday, April 5, 2022, at 4:00 p.m. Central Time**. You will receive an automated email when your application has been received.

### Timeline and deadlines for grant program

Questions due no later than 4:00 pm Central Time.....	March 29, 2022
Deadline to request re-opening of Fall 2021 applications for changes.....	March 29, 2022
Applications due no later than 4:00 pm Central Time.....	April 5, 2022
Applicants notified of decisions; grant agreement negotiations begin.....	May 15, 2022 (Expected)

**The MDA is not responsible for any technical or logistical problems resulting in the MDA not receiving the application on time. It is the responsibility of the applicant to ensure that submission is received by the MDA before the deadline. It is best practice to submit your application at least 24 hours in advance to prevent unforeseen delays. Applications will not be accepted after the grant deadline under any circumstances.**

### Application guidelines

- Write for reviewers who are generally knowledgeable but may not have a thorough or deep understanding of your livestock operation. Use plain, easily understood language.
- Answer all questions completely within the character limits specified in the grant application. Use 12-point font and single spacing on any documents you upload.
- The Project Evaluation Profile included in this document will be used to score and compare the grant applications.

# Grant Eligibility

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## Eligible applicants

### Applicants must:

- Be the principal operator of a livestock operation in Minnesota
- Be a resident of the state of Minnesota or be a business entity authorized to farm in Minnesota (see below)
- Have not already received the lifetime maximum \$50,000 in grant awards. (The \$50,000 maximum for livestock operations applies at the entity level for partnerships, S corporations, C corporations, trusts, estates, and individuals. Married couples are also limited to \$50,000 for their livestock operation).
- Hold an appropriate feedlot registration when applicable
- Be in good standing with the State of Minnesota.
- No back taxes owed.
- No defaults on Minnesota State-backed financing for the last seven years.
- Acceptable performance on past MDA grants.
- Currently reside in Minnesota and be authorized to farm in Minnesota.
- Not be an employee or spouse of an employee of the MDA.

### Who is a principal operator?

A principal operator is the person primarily responsible for the day-to-day operation of the farm. The principal operator could be an owner, hired manager, cash tenant, share tenant, and/or a partner.

### What business entities need authorization to farm in Minnesota?

All pension or investment funds, corporations, limited partnerships, limited liability companies, and irrevocable trusts must be certified by the MDA before engaging in farming or having an interest in agricultural land ([MINN. STAT. 500.24](#)).

### How do business entities get authorization to farm in Minnesota?

Applications and additional information are available at [Minnesota's Corporate Farm Report](#).

### How do I know if I need a feedlot registration?

For feedlot registration rules, please contact your local feedlot officer or visit the [Minnesota Pollution Control Agency](#).

## Collaboration

Eligible applicants may collaborate with other livestock operations, but it is not required. If a livestock operation collaborates with other farms, the applicant will be considered the lead farm. Any payments made towards the grant will count against the lead farm's \$50,000 lifetime cap.

## Eligible projects and expenses

For the purposes of this grant, livestock include beef cattle, dairy cattle, swine, poultry, goats, mules, bison, sheep, horses, farmed *Cervidae* (deer, elk), *Ratitae* (flightless birds including emu), and llamas. If the MDA accepts your proposal, we will reimburse eligible costs included in your project budget. You will have to submit documentation, like invoices and proof of payment. You must be invoiced and pay for all project materials and services between January 1, 2022 and March 31, 2023. Any expenses incurred outside this timeframe are not eligible for reimbursement without a formal amendment to your contract.

### Projects must:

- Aim to improve, update, or modernize livestock operation through infrastructure and equipment
- Not start until after January 1, 2022
- Be completed in three years or less. Contracts cannot be extended beyond three years.
- Be conducted in Minnesota

### Project examples include but are not limited to:

- Acquisition, construction, or improvement of buildings or facilities for the production of livestock or livestock products
- Development of pasture for use by livestock including, but not limited to, the acquisition, development, or improvement of:
  - Lanes used by livestock that connect pastures to a central location
  - Watering systems for livestock on pasture including water lines, booster pumps, and well installations
  - Livestock stream crossing stabilization
  - Fences
- Acquisition of equipment for livestock housing, confinement, feeding, and waste management including, but not limited to, the following:
  - Freestall barns
  - Watering facilities
  - Feed storage and handling equipment
  - Milking parlors
  - Robotic equipment
  - Scales
  - Milk storage and cooling facilities
  - Bulk tanks
  - Computer hardware and software and associated equipment used to monitor the productivity and feeding of livestock
  - Manure pumping and storage facilities

- Hog farrowing facilities
- Hog and cattle finishing barns
- Calving facilities
- Digesters
- Equipment used to produce energy
- On-farm processing facilities equipment
- Fences, including but not limited to farmed Cervidae perimeter fences
- Livestock pens and corrals and sorting, restraining, and loading chutes

## Ineligible expenses

The following items are not eligible for reimbursement under this grant:

- General purpose equipment (e.g. skid steer loaders, combines, tractors)
- Animal feed or crop seed
- Crop production equipment (except specialized forage/hay harvesting and handling equipment such as mowing equipment, tedding equipment, and hay balers)
- Crop or pastureland
- Livestock
- Purchase of more than 10 acres of land used to construct livestock buildings or facilities
- Rent-to-own lease agreements where property purchase is optional
- Refinancing existing debt
- Late payment fees, finance charges, or contingency funds
- Items that are not allowed to be capitalized and deducted under either section 167 or 179 of the Internal Revenue Code in computing federal taxable income
- Expenditures incurred prior to contract execution

Ineligible expenses also include but are not limited to:

- Owner and employees' wages and benefits. Please contact staff for exceptions.
- Advertising, public relations, entertainment, and amusement costs
- Donated or volunteer (in-kind) services. While these may be furnished to an applicant by professional and technical personnel, consultants, and other skilled and unskilled labor, the value of these services is not an eligible cost.
- Donations and in-kind contributions, including property and services, made by the applicant (regardless of the recipient)
- Fines, penalties, and other settlement expenses resulting from failure of the applicant to comply with Federal, State, local, or Indian Tribal laws and regulations
- Indirect costs (expenses of doing business that are not readily identified with the project)
- Fundraising: including financial campaigns, solicitation of gifts and bequests, and similar expenses incurred to raise capital or obtain contributions
- Taxes, except sales tax on goods and services

- Lobbyists, political contributions
- Bad debts, late payment fees, finance charges, legal costs, or contingency funds
- Parking or traffic violations
- Out of state transportation and travel expenses. Minnesota will be considered the home state for determining whether travel is out of state.
- Construction or improvements outside of the State of Minnesota

## Matching funds

The AGRI Livestock Investment Grant is a reimbursement grant. You must provide documentation for at least 90% of the total project cost as a cash match.

Matching funds can be in the form of cash, loans, other grants, or liquid capital assets dedicated to the project. However, other state funds cannot be used for the matching funds. State funds are obtained through the budgeting process of the Minnesota Legislature or granted by a State agency. In-kind contributions are not allowed.

## Application Review Policies

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### Review process

A review committee, composed of MDA staff and external reviewers, evaluates all eligible applications based on the criteria in the Project Evaluation Profile. Reviewers may recommend whole or partial funding of a project. The Commissioner of Agriculture reviews the committee recommendations and is responsible for award decisions. The review committee and Commissioner may use rural/urban, geographic distribution, services to special populations, applicant's history as a state grantee, and capacity to perform the work when making their decisions. The MDA will notify applicants, both successful and unsuccessful, in writing. Grant applicants will receive reviewer comments if their project is not funded or not fully funded.

### Conflicts of interest

State grant policy requires that steps and procedures are in place to prevent individual and organizational conflicts of interest, both in reference to applicants and reviewers ([MINN. STAT. 16B.98](#) and [Conflict of Interest Policy for State Grant-Making, 2022 \(Word\)](#)).

Organizational conflicts of interest occur when:

- A grantee or applicant is unable or potentially unable to render impartial assistance or advice to the MDA due to competing duties or loyalties.
- A grantee's or applicant's objectivity in carrying out the grant is or might be otherwise impaired due to competing duties or loyalties.

In cases where a conflict of interest is suspected, disclosed, or discovered, the applicants or grantees will be notified and actions may be pursued, including but not limited to disqualification from eligibility for the grant award or termination of the grant agreement.

## Privacy notice and data classification

The information provided by an applicant will be used to assess the applicant's eligibility to receive a grant under the AGRI Program. The decision to apply for this grant is voluntary, and applicants are not legally required to provide any of the requested information. Applicants may decline to complete this application without any legal consequence. However, only completed applications will be considered for a grant; incomplete applications will not be considered.

Data provided in this application is initially classified by the Minnesota Data Practices Act as private or nonpublic, although some or all of the data will generally become public at various points of the application process unless the data are otherwise classified by state or federal law. Access to private or nonpublic data is limited to those authorized by law, including but not necessarily limited to MDA staff and contractors with a valid work assignment to access the data, parties authorized by the applicant, parties identified in a valid court order or federal subpoena, Minnesota Management and Budget, Minnesota Department of Administration, the state auditor, and the legislative auditor. If necessary, the MDA may also share the data with law enforcement or the Office of the Attorney General.

Per Minnesota's statute on grants ([MINN. STAT. 13.599](#)):

- Names and addresses of grant applicants, and the grant amount requested, will be public data once application responses are opened.
- All remaining data in application responses (except trade secret information, see below) becomes public data after the evaluation process is completed (for the purposes of this grant, when all grant agreements have been fully executed).
- All data created or maintained by the MDA as part of the evaluation process (except trade secret information, see below) will be public data after the evaluation process is completed.
- **Procedure for Claiming Protection of Trade Secrets:** Trade secret information is classified as not public data. In order to qualify as trade secret information, the data in question must be provided to the MDA by the affected person (i.e. the data must be about the applicant) and otherwise meet the legal definition found in ([MINN. STAT. 13.37, subd. 1\(b\)](#)). In order for an applicant to assert trade secret protection for data submitted as part of this application: the applicant must: 1) clearly identify the specific formula, pattern, compilation, program, device, method, technique or process that the applicant believes to be trade secret information; 2) describe what efforts the applicant takes to maintain the secrecy of the data; and 3) adequately explain how the data derive(s) independent economic value from not being generally known to, and not readily ascertainable by proper means by, other persons. Merely asserting trade secret protection does not, in and of itself, classify the data in question as not public; determining what data meet the definition of trade secret information is ultimately the legal responsibility of the MDA, and the MDA cannot guarantee that data identified as trade secret information by an applicant will be classified as such. If the MDA determines that data do not meet the definition of trade secret information, the data in question will be available to the public unless the applicant secures a court order saying otherwise.

# Requirements for Grant Recipients

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## Accountability and reporting

Follow-up surveys are required to help us determine the long-term impacts of the grant. Grantees are required to respond to requests for follow-up information for three years beyond the term of the grant agreement. Failure to respond to these in a timely manner may impact your ability to secure future funding from the MDA.

## Grant award agreement and payments

Grant contract agreement templates are available for review at [Office of Grants Management Policies, Statutes, and Forms](#) in the “Forms and FAQs” tab. For most grantees, we will use either the “Competitive Grant Contract Agreement for Non-Governmental Organizations” or the “Grant Contract Agreement for Individuals.”

Upon approval of an application and prior to beginning work on the grant project(s) and receiving reimbursements, the applicant is required to do the following:

- Complete an IRS W-9 form or register as a vendor in SWIFT, the State’s accounting system, and submit other required documentation within 30 days of award notification; and
- Sign a Grant Contract Agreement indicating their intention to complete the proposed tasks. The agreement also authorizes the MDA to monitor the progress of the project. The grant award document must be signed within 30 days of being sent to the grantee.

Eligible expenses may only be incurred after the contract has been signed by all parties. Applicants should anticipate that grant contracts will have an end date in March 2023. At the discretion of the MDA, contracts may be amended to last an entire three years. Grantees must let the MDA know if they would like to request an extension prior to the expiration of the contract.

Grant funds are dispersed on a reimbursement basis. All grantee requests for reimbursement must correspond to the approved grant budget. To receive grant payments, grantees must provide proof that grant project work has been done by submitting details of each purchase on receipts or invoices, and proof that the vendors have been paid. Annual progress reports are required to be submitted during the duration of the project. Grant payments shall not be made on grants with past due progress reports unless the MDA has given the grantee a written extension.

## Site visits and financial reconciliations

The grant agreement allows the MDA to monitor the progress of the project. The MDA will perform a monitoring visit for all grantees with awards of \$25,000 or more before a final payment is approved; grantees with awards of \$250,000 or more will receive annual monitoring visits. Other grantees may receive monitoring visits at the discretion of the MDA.

The MDA will perform a financial reconciliation of at least one invoice on grants greater than or equal to \$50,000; financial reconciliation may be performed on additional payment requests at the discretion of the MDA. For this purpose, the grantee must provide expense receipts, employee timesheets, invoices, and any other supporting documents requested by the state.

## Bidding requirements

All funded applicants will be required to abide by the state's bidding requirements for larger purchases. See a detailed list of the state's [bidding requirements](#) for details.

## Affirmative action and non-discrimination policy

The grantee agrees not to discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status in regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age in regard to any position for which the employee or applicant for employment is qualified ([MINN. STAT. 363A.02](#)). The grantee agrees to take affirmative steps to employ, advance in employment, upgrade, train, and recruit minority persons, women, and persons with disabilities.

The grantee must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The grantee agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship ([Minnesota Rules, part 5000.3500](#)).

The grantee agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the [Minnesota Human Rights Act](#).

## Audits of project

The grantee's books, records, documents, and accounting procedures and practices of the grantee or other party that are relevant to the grant or transaction are subject to examination by the granting agency and either the legislative auditor or the state auditor, as appropriate ([MINN. STAT. 16B.98, subdivision 8](#)). This requirement will last for a minimum of six years from the grant agreement end date, receipt, and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

## Voter registration requirement

The grantee will provide voter registration services for its employees ([MINN. STAT. 201.162](#)).

## AGRI Background and Program Goals

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The Agricultural Growth, Research, and Innovation Program (AGRI) was established to advance Minnesota's agricultural and renewable energy industries ([MINN. STAT. 41A.12](#)). AGRI has made significant economic impacts by increasing productivity, improving efficiency, and assisting the development of agricultural products. The primary goal of the AGRI Livestock Investment Grant is to encourage long-term industry development for Minnesota livestock farmers and ranchers by helping them improve, update, and modernize their livestock operation infrastructure and equipment.

# Project Evaluation Profile

Evaluation Criteria	Maximum Score
<b>Project Addresses Goals of the AGRI Livestock Investment Grant</b> <ul style="list-style-type: none"> <li>Applicant clearly articulates how the project helps start, improve, or expand livestock operations in the state of Minnesota</li> </ul>	5
<b>Project Readiness, Budget, Economic Outcomes</b> <ul style="list-style-type: none"> <li>Applicant demonstrates adequate planning and includes a work plan and timeline for their project (5 points)</li> <li>Applicant includes a budget that clearly details project costs (5 points)</li> <li>Applicant includes a plan for paying for the project, including the portions not reimbursed by this grant (5 points)</li> <li>Applicant details how their proposed project will improve profitability and efficiency (5 points)</li> </ul>	20
<b>New Farmer or Generational Transition</b> <ul style="list-style-type: none"> <li>Farmer has been the principal operator for five years or less</li> <li>The project meaningfully contributes to a generational transition</li> </ul>	15
<b>Farm Safety and Accessibility Improvements</b> <ul style="list-style-type: none"> <li>Project addresses farm safety or accessibility needs of the farmer or employees</li> </ul>	10
<b>Environmental Impact</b> <ul style="list-style-type: none"> <li>Project addresses major environmental benefits or corrects compliance issues with feedlot regulations</li> </ul>	10
<b>Responding to a Natural Disaster</b> <ul style="list-style-type: none"> <li>Project repairs damage caused by a natural disaster or will make the farm more resilient to changes in climate and severe weather</li> </ul>	10
<b>Diversity, Equity, and Inclusion</b> <ul style="list-style-type: none"> <li>Applicant is or prioritizes emerging farmers including historically underserved communities, such as, Black, Indigenous, and People of Color, immigrants, women, veterans, persons with disabilities, young and beginning farmers, LGBTQ+ farmers, and others (5 points)</li> <li>Applicant addresses diversity and inclusion on their operation, such as through hiring/staff in underserved communities or plans and provides plans on intent to process and sell product in an alternative market, such as Halal or Kosher (5 points)</li> </ul>	10
<b>Robotic Dairy Milking Equipment and Technology Improvements</b> <ul style="list-style-type: none"> <li>Project includes robotic dairy milking equipment (5 points)</li> <li>Project adequately describes technology updates that will improve efficiency for the operation (5 points)</li> </ul>	10
<b>Market Demand for Animal Welfare</b> <ul style="list-style-type: none"> <li>Project helps protect or expand market access by responding to demand for animal welfare by improving conditions for livestock and/or contribute to better animal handling</li> </ul>	5
<b>Farm Management Plan and Programs</b> <ul style="list-style-type: none"> <li>Project contributes to the implementation or continuation of a farm management plan or program</li> </ul>	5
<b>Total</b>	<b>100</b>

# Application

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## Applicant information

### Contact information

- Applicant Name
- Business Name
- Business Mailing Address
- State House District  
*This information can be found at [www.leg.state.mn.us/leg/districtfinder](http://www.leg.state.mn.us/leg/districtfinder).*
- Applicant Telephone
- Applicant Email
- County

### Authorized representative

If awarded a grant, the person that will sign the AGRI Livestock Investment Grant contract agreement for this organization. This is often yourself or other leadership in your operation.

- Name
- Telephone
- Email

### Business partnership contact information

Names of other individuals directly involved in the livestock operation (spouse, business partners)

### Organizational structure

Select one:

- Sole Proprietorship
- Partnership
- LLP
- LLC
- Corporation (Incorporated)
- Estate
- Trust
- Other

### Farm operation

- Name of Farm (if applicable)
- Farm Address
- Location of farm or project

County	Township Name	Township # (26 – 71 or 101 – 168)	Range # (1 – 51)	Section # (1 – 36)	Quarter Section (NW, NE, SW, SE)	Quarter Qtr. Section (NW, NE, SW, SE)

What is your feedlot registration number? *(If applicable)*

## Eligibility

Confirm that the following statements apply to your organization:

- My business and I are in good standing with the State of Minnesota (no back taxes). (True/False)
- I am a current Minnesota resident or business entity authorized to farm in Minnesota. (True/False)
- I am a principal operator of the farm (person most actively involved in the operation of the farm). (True/False)
- No one involved in the project or the application for the grant is an employee or spouse of an employee of the MDA. (True/False)
- I hold a feedlot registration. (True/False/Not applicable)
- I certify that expenses for this project will be incurred between January 1, 2022, and March 31, 2023. (Yes/No)

## Previous MDA grants

Have you or anyone associated with your farm received a previous AGRI Livestock Investment Grant? *(Yes/No)*

If yes, briefly describe your previous grant project(s), including date(s) and amount(s) awarded. *(1,000 characters, including spaces)*

## Project summary

### Grant request

- Project Name
- Total Project Cost *(number only)*
- Total Grant Request (The grant reimburses for 10% of the first \$250,000) Maximum of \$25,000, minimum \$400 *(number only)*
- Expected Project Start Date
  - Must be after January 1, 2022
- Expected Project End Date
  - Contracts will be effective until March 31, 2023 but may be extended until approximately January 1, 2025 (up to a full three years) at the discretion of the MDA.
  - You will have up to two months after your contract end date to submit for a reimbursement.
  - All items and services must be paid for by the end date of the contract.

## Project description

Describe your project, including how it fits into your business plan and how the project helps start, improve, or expand your livestock operation. (1,000 characters, including spaces)

## Project readiness, budget, economic outcomes

### Budget

Create a budget using the example format below.

If specific contractors are named in the application, grantees will not need to undergo a formal bidding process. This can save you time and effort later.

Example:

Item	Quantity	Cost Per Unit	Total Estimate	Source of Estimate
<i>Barn Concrete</i>	-	<i>\$15,000</i>	<i>\$15,000</i>	<i>ABC Concrete Company</i>
<i>Fence Panels</i>	<i>100</i>	<i>\$15</i>	<i>\$1,500</i>	<i>ABC Fleet</i>

### Budget narrative

(2,000 characters, including spaces)

Justify your budget and explain how you plan to pay for your project.

- Explain how you expect this project will improve the efficiency or profitability of your farm? Note that your operation does not need to be profitable currently. It is important that you provide a clear description of how this project will change the viability and economic health of your farm operation.
- Explain how you plan to pay for your project (financing, other grants, private investment, personal investment, or organization funds, etc.). Other State funds cannot be used to provide the funding used to pay for this project.

### (Optional) Documents showing project costs and ability to pay for project

Submit documents such as:

- Quotes or estimates from businesses for equipment or services.
- Letters of commitment written by financial institutions or other organization that will be providing funding through loans or credit.
- Letters from bank demonstrating sufficient cash available to fund project.

## Work plan and timeline

Create a work plan using the example format show below. You should include the steps that you will take to successfully complete your project. For example, you might include target dates for requesting quotes, installing and testing equipment, and full launch of the equipment. You may add additional lines or pages as necessary.

Example:

Timeframe	Description of Task/Action Item	Responsible Party
January 2022	Request Quotes for Barn Concrete	Self
June 2022	Place order for fence panels	Self
July 2022	Break ground on project	Self/ABC Concrete

## New farmers or generational transition

How many years have you been the principal operator of your farm? *(number only)*

Does this project support a beginning farmer? *(Yes/No)* A beginning farmer, for this application, has farmed five years or less.

If yes, please explain. *(1,500 characters, including spaces)*

Does this project meaningfully contribute to the generational transition of a livestock operation that will occur in the next 3 years? *(Yes/No)*

If yes, please explain. *(1500 characters, including spaces)*

## Farm safety and accessibility improvements

Does this project improve farm safety or accessibility of your operation? *(Yes/No)*

If yes, describe the farm safety or accessibility improvements that would result from this project. *(1500 characters, including spaces)*

- Farm safety improvements result in a work environment less likely to result in physical harm to workers.
- Accessibility improvements allow farmers or employees with disabilities and/or physical conditions to contribute to the day-to-day operations of the farm

## Environmental impact

Does this project provide major environmental benefits or corrects environmental compliance issues, including feedlot regulations? *(Yes/No)*

If yes, explain how this project provides major environmental benefits or correct environmental compliance issues, including feedlot regulations. *(1500 characters, including spaces)*

## Responding to natural disasters

Are you rebuilding after a natural disaster that happened within the last two years or making the farm more resilient to changes in climate or severe weather? *(Yes/No)* Examples of natural disasters include wind, flood, drought, fire, snow, and ice.

If yes, describe the natural disaster and the damage it caused, and indicate which parts of the project are related to repairing the damage or describe how your project makes the farm more resilient to changes in climate or severe weather. *(1500 characters, including spaces)*

## Diversity, equity, and inclusion

This grant program prioritizes emerging farmers including historically underserved communities, such as, Black, Indigenous, and People of Color, immigrants, women, veterans, persons with disabilities, young and beginning farmers, LGBTQ+ farmers, and others. Are these priorities reflected in your livestock operation? *(Yes/No)*

If yes, please explain. *(500 characters, including spaces)*

Does your operation have specific plans to process and sell product in an alternative market, such as Halal or Kosher? *(Yes/No)*

If yes, describe specific plans to process and sell product in an alternative market. *(500 characters, including spaces)*

## Technology improvements and robotic dairy milking equipment

Does your project include technology improvements? *(Yes/No)*

If yes, describe any technology improvements included in your proposed project and how the improvements impact your operation. *(1,500 characters, including spaces)*

Does your project include the purchase of robotic milking equipment? *(Yes/No)*

## Market demand for animal welfare

Does your project help protect or expand market access by responding to demand for animal welfare? This includes improving conditions for livestock and/or contributing to better animal handling. *(Yes/No)*

If yes, describe how your project will help protect or expand market access by responding to demand for animal welfare. *(1,500 characters, including spaces)*

## Farm management plans and programs

Does your farm participate in a farm management plan or program? Please select all plans and programs that apply. If you do not participate in any select (N/A).

**Examples of farm management plans and programs:**

- Minnesota Agricultural Water Quality Certification Program (MAWQCP)
- Pork Quality Assurance
- Beef Quality Assurance
- Annual Nutrient Management Plan
- Regular Soil Testing
- Farm Energy Audits
- Green Star Farm Initiative
- Farmers Assuring Responsible Management™ (FARM)
- Environmental Quality Assurance (EQA)
- Organic System Plan
- USDA – Natural Resources Conservation Service Programs (NRCS)
  - Environmental Quality Incentives Program (EQIP)
- Other
- N/A

If you participate in a farm management plan or program other than what is listed above, please include the plan or program.

Does your project contribute to the implementation of a farm management plan or program or lead to greater success in an existing program? *(Yes/No)*

If yes, explain how your project contributes to the implementation of a farm management plan or program or leads to greater success in an existing program. *(500 characters, including spaces)*

**Number of livestock**

Use the following table as a guide to provide an estimate of the number of livestock on your operation. This is one way that the MDA measures the impact of this grant program. Please note that increasing the number or types of livestock on your operation is not required.

<b>Livestock Type</b>	<b>Current Number (Before Project)</b>	<b>Estimated Number (After Project)</b>
Beef Cattle		
Dairy Cattle		
Swine		
Sheep/Goats		
Poultry		
Horses		
Bison		
Other		

### **(Optional) Supporting documentation**

You may attach up to three letters from someone other than yourself to provide additional support your application responses. (e.g. Lender, Farm Business Management, Extension Educator, Consultant, etc.) Each letter can be no longer than two pages in length.