

MISSOURI

SPECIALTY CROP BLOCK GRANT PROGRAM

Reviewer's Evaluation Criteria and Written Score Sheet

Approval and scoring of applications will be based, in part, upon the following:

<p>A. Specialty Agricultural Development Potential (up to 40 points)</p> <ul style="list-style-type: none">• Needs Assessment and Market Opportunities (valid and clear appraisal of magnitude of specialty agriculture need or market opportunity to be addressed by a project)• Potential Impact (project's ability to add income and wealth to farmers, agribusinesses and organizations in Missouri from specialty agricultural products, markets or value-added opportunities)• Conveyance & Visualization (potential ease with which the theoretical design can be implemented)• Numbers of Farms/Farmers Served, Assisted or Trained (award scale increases as project moves from achieving greater awareness/education of opportunities to highest points for measurable conversion of farms/ranches to specialty agriculture, products and markets)• Projects should be focused to assist new, smaller entrepreneurs in specialty crops.• Please note that for sub-grants to academia, those documenting the support of associations and industry will be favored.	<p>Points Awarded</p>
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<p>B. Technical Merit: (up to 25 points)</p> <ul style="list-style-type: none">• Thoroughness and Clarity of Request (assessment of needs and opportunities, budget documentation, qualified project management, etc.)• Financial Feasibility and Project Readiness (identification of appropriate sources of funds, status/commitment of those funds, reasonable outline and timeframe of steps for project implementation)• Priority is given to projects that have the potential to provide solutions that lead to measurable benefits to specialty crop growers and consumers.• Matching funds proposed as a mechanism to ensure all grant funds will solely enhance the competitiveness of eligible specialty crops.	<p>Points Awarded</p>
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<p>C. Significance to Long-Term Sustainability of Missouri Agriculture: (up to 35 points)</p> <ul style="list-style-type: none">• Regional or Statewide Significance (documented philosophical support from a cross-sector of vested farms, agribusinesses or organizations within a multi-jurisdiction region, with increasing points for financial participation)• Long Term Solutions (long-term, measurable and sustainable solutions to specialty agriculture needs or opportunities identified by the project)• Knowledge Transfer - "User-friendly" (potential for transferability of methodology and technology throughout Missouri)	<p>Points Awarded</p>
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To make written comments, please use reverse side.

NAME Reviewer	Date	TOTAL POINTS
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Project Selection Process

Applications will be reviewed by MDA and MDA staff and by an advisory committee established by MDA for reviewing grant proposals. Using the recommendations of both parties, applications will be submitted to project coordinator who will work with the state administrator, Jane McIntosh for technical review before submission to Director of the Missouri Department of Agriculture, Richard Fordyce, who will make the final awards. Division of funds will be based on quality of proposals as recommended during the grant selection process.

Criteria for Selection

- Project has clear identifiable goals and demonstrates tangible benefits for the industry segment and for Missouri's overall food and agriculture economy.
- Project increases the sales of Missouri grown or manufactured food and agriculture products, including
 - Increasing the volume of products sold
 - Increasing the price of product sold
 - Increasing the market share of products sold.
- The size of the industry will be taken into consideration. For example, a \$10,000 increase in sales could have a more significant impact in a smaller industry than a larger one.
- Project addresses a challenge or opportunity, fits into the overall marketing plan of the industry sector, and adds to its overall marketing strategy.
- Project has clear criteria by which to evaluate the success of the project. Goals and expected outcomes are verifiable, measurable and realistic for the scope of the project.
- Project has a high probability of achieving its goals.
- Project has strong industry support.
- Project will benefit many companies in the industry sector.

Eligible Applicants

- Applications will be accepted from agricultural associations, industry groups, community based organizations, individual producers and academia that seek to improve the competitiveness of specialty crops in Missouri.

Non-Eligible Applicants and Uses of Funds - Applications will **NOT** be accepted for any of the following:

- Any request for reimbursement of expenses for activities completed prior to submission and approval of the application.
- Requests to pay for essential government services normally paid for with general taxpayer funds, such as research equipment or faculty salaries.
- Requests to fund permanent infrastructure development or improvement (equipment, land, or buildings).
- Requests that seek to replace operational funding for on-going projects that have suffered losses of state or federal funding, or to supplant other local, state or federal funding.
- Any request to pay for overhead expenses and indirect costs associated with a project.
- Any request to pay for Lobbying or political efforts.
- Any request for reimbursement of travel expenses where the costs exceed the state travel requirement.
- Any request to pay for business entertainment or business gifts.

In-State Travel Requirements through June 30, 2014

- Mileage - 37 cents per mile <http://content.oa.mo.gov/accounting/state-employees/travel-portal-information/mileage>
- Motel - up to \$104.00 per night (depending on location) <http://www.gsa.gov/portal/category/100120>
- Meals - up to \$50.00 per day in state and up to \$83.00 out of state (depending on location)
<http://content.oa.mo.gov/accounting/state-employees/travel-portal-information/state-meals-diem>

Term of Grant

- Unless agreed to by the Director, Missouri Department of Agriculture, funding for all projects will be granted for up to 24 months.

Allowable Costs

- Contractual Services
- Supplies and Materials
- Advertising/Promotions (Publication Costs, Documentation, Dissemination)
- Meeting, Workshop Expenses
- Travel (in-state only)
- Other and In-Kind contributions must be described in the budget narrative