



MISSOURI DEPARTMENT OF AGRICULTURE
MEAT AND POULTRY PROCESSING GRANT APPLICATION

SECTION 1 - MEAT AND/OR POULTRY PROCESSING FACILITY INFORMATION

NAME OF MEAT AND/OR POULTRY PROCESSING FACILITY			
CONTACT NAME		COUNTY	
911 ADDRESS		MAILING ADDRESS (IF NOT THE SAME AS 911 ADDRESS)	
CITY		STATE	ZIP CODE
TELEPHONE NUMBER	NUMBER OF EMPLOYEES AT THIS FACILITY	E-MAIL ADDRESS	
DATE FIRST IN OPERATION	NAICS/SIC CODE	IS THE COMPANY HEADQUARTERED IN MISSOURI?	
Date: _____ <input type="checkbox"/> Not yet in operation		<input type="checkbox"/> Yes <input type="checkbox"/> No If not Missouri, where? _____	
MISSOURI STATE REPRESENTATIVE DISTRICT #		MISSOURI SENATORIAL DISTRICT #	

ARE THERE MULTIPLE PROCESSING FACILITY LOCATIONS ASSOCIATED WITH THE PRINCIPAL OPERATOR? LIST ALL LOCATIONS AND INCLUDE NUMBER OF EMPLOYEES AT EACH FACILITY.

PROCESSOR IS
 INDIVIDUAL PARTNERSHIP S-CORPORATION CORPORATION TRUST LIMITED LIABILITY COMPANY

If member is a Partnership, S-Corporation, Trust, or Limited Liability Company, identify the names and proportionate share of ownership of each beneficiary, partner or shareholder below. Aggregate proportionate shares or percent of ownership may not exceed 100%.

SECTION 2 - PROGRAM INFORMATION

Total Funds: The Missouri General Assembly appropriated \$20 million in federal funds to support Missouri meat and poultry processors, available under section 601(a) of the Social Security Act, as added by 5001 of the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act").

Grant Purpose: The Meat and Poultry Processing Grant was created to support Missouri meat and poultry processing facilities, with fewer than 200 employees, to address supply chain disruptions and mitigate health and environmental impacts as a result of the COVID-19 public health emergency. Projects should aim to improve food supply resilience through increasing livestock or poultry slaughter, expanding meat or poultry processing capacity, or promoting worker safety. Grants may reimburse workforce assistance, equipment, capital improvements and other eligible costs incurred from March 1, 2020 through November 15, 2020.

Reimbursement Grant: Award maximum determined by Applicant's demonstrated Level of eligibility achieved no later than November 30, 2020 (Level 1, Level 2, or Level 3)

Due Date: Applications must be received by the Department no later than August 31, 2020

Award Date: Anticipated September 15, 2020

Project Completion: Reimbursable costs shall be incurred from March 1, 2020 through November 15, 2020. Facilities must provide required documentation, **including proof of a federal grant of inspection, state grant of inspection, or application of state grant of exemption**, no later than November 30, 2020.

Final Report: A final report is required detailing the activities and project goals completed at the time the reimbursement request is submitted, no later than November 30, 2020.

The Department will review applications for eligibility, demonstrated need in response to the ongoing COVID-19 public health emergency, and project impact on increased livestock and poultry slaughter, expanded meat and poultry processing capacity, or promotion of worker safety. Applicants will receive written approval and notice of award amount from the Department once the review process is complete and applicant eligibility is verified.

THE DEPARTMENT RESERVES THE RIGHT TO MODIFY GRANT AWARDS IF TOTAL ELIGIBLE APPLICANT REIMBURSABLE EXPENSES EXCEED THE APPROPRIATED \$20 MILLION PROGRAM CAP.

I, the undersigned, understand that grant awards may be modified based upon funding availability. I attest that a reduced award amount will not result in project termination.
 Yes No

SECTION 3 - APPLICANT ELIGIBILITY

CURRENT MEAT AND/OR POULTRY PROCESSING FACILITY INSPECTION STATUS

The Meat and Poultry Processing Grant provides funding for meat and poultry processing facilities located in Missouri who employ fewer than 200 employees in the state. Both existing facilities and new facilities that will soon be in operation are eligible to apply. All facilities must provide proof of their federal grant of inspection, state grant of inspection, or application of state grant of exemption no later than November 30, 2020.

What is the facility's current inspection status?

- Federal Inspection - Establishment Number _____ Does the facility currently conduct livestock or poultry slaughter? Yes No
- State Inspection - Establishment Number _____ Does the facility currently conduct livestock or poultry slaughter? Yes No
- Custom Exempt - Date of application _____
- Facility not yet in operation. _____ When do you anticipate receiving a grant of inspection or exemption? _____

MAXIMUM REIMBURSEMENT GRANT AWARD

The maximum reimbursement grant amount will be determined by the Applicant's demonstrated Level of eligibility achieved no later than November 30, 2020. Applicants may apply for a Level which they do not currently qualify for, but must demonstrate qualifications for the higher Level no later than November 30, 2020. The three Levels are intended to incentivize facilities to increase livestock or poultry slaughter and/or become an inspected or exempted facility in the near term. Increased Missouri meat and poultry slaughter and processing facility capacity will add resilience to food supply chain disruptions and mitigate health and environmental impacts as a result of the COVID-19 public health emergency.

Level 1 - Maximum \$200,000 Reimbursement Grant

- Federal or state inspected meat and/or poultry slaughter and processing facility
- Facility must conduct livestock or poultry slaughter
- Applications will be accepted from prospective facilities that are not yet inspected or that do not yet conduct slaughter. However, no funds will be disbursed until proof of a grant of inspection for slaughter is provided to the Department.

Level 2 - Maximum \$100,000 Reimbursement Grant

- Federal or state inspected meat and/or poultry processing facility
- Facility does not conduct livestock or poultry slaughter, but does provide further processing under inspection
- Applications will be accepted from prospective facilities that are not yet inspected. However, no funds will be disbursed until proof of a grant of inspection is provided to the Department.

Level 3 - Maximum \$20,000 Reimbursement Grant

- Custom exempt processing and/or slaughter facility
- Applications will be accepted from prospective facilities that do not have a grant of exemption yet. However, no funds will be disbursed until proof of a grant of exemption is provided to the Department.

Which Level of funding is the facility applying for, with proof of inspection/exemption delivered no later than November 30, 2020?

- Level 1 Level 2 Level 3

SECTION 4 - APPLICANT SIGNATURE

Pursuant to the "Guidelines" document for the "Meat and Poultry Processing Grant" issued by the Missouri Department of Agriculture (Department), the applicant (signing below) hereby certifies, subject to penalties of perjury, the following:

1. Signing this document does not constitute an approved grant by the Department.
2. I have received and read the Meat and Poultry Processing Grant Guidelines.
3. I am not (i) a commissioner or employee of the Missouri Department of Agriculture, (ii) a member of the Missouri General Assembly, (iii) a state-wide elected official, (iv) a director of a state department, or (v) a spouse or dependent child of any of the above who has a substantial interest in the Meat and/or Poultry Processing Facility entity shown in Section 1. Substantial interest is defined as ownership by the individual, the individual's spouse, or the individual's dependent children, whether singularly or collectively, of ten percent or more of the Meat and/or Poultry Processing Facility.
4. I, the undersigned, to the best of my knowledge, information and belief declare that the information submitted is true, correct, and complete, and I hereby agree to comply with the requirements of the program as specified herein.
5. The applicant understands that submitting false or misleading information in connection with this application may result in the applicant being found ineligible for participation in the Meat and Poultry Processing Grant.
6. The applicant or owner of the applicant is not presently suspended, debarred, proposed for debarment, declared ineligible, voluntarily excluded from participation in this transaction by any Federal or State department or agency, or presently involved in any bankruptcy.

7. To my knowledge, there is no person who is actively engaged in the management of the Applicant who has been convicted of a felony, is currently under indictment for a felony, or is currently on parole or probation.
8. There are no pending or threatened liens, judgements, or material litigation against the Applicant or any person who is engaged in the management of the Applicant that would have a material impact on the viability of the applicant.
9. I understand the Meat and Poultry Processing Grant funds will be provided as reimbursement only and the Department reserves the right to modify award amounts based upon funding availability.
10. I understand that expenses that have been or will be reimbursed by insurance or federal, state, or local dollars are not eligible expenses for the Meat and Poultry Processing Grant.
11. Successful applicants must complete the project or phase(s) of the project detailed in the application and submit all documentation by November 30, 2020. Required documentation includes: final report detailing the activities and project goals completed, detailed listing of expenses, all paid invoices/detailed receipts/proof of payment, photograph(s) of the completed project, and proof of inspection status (federal grant of inspection, state grant of inspection, or application of state grant of exemption).
12. The project described in the application must be completed and ready for inspection by Department staff no later than November 30, 2020.
13. Reimbursements will only be completed once all required documentation has been received. Failure to submit the required documentation by November 30, 2020 will result in the forfeiture of funds.
14. The Meat and/or Poultry Processing Facility will retain all documentation relating to the program for at least five years from the date of program closeout, and will allow the Department to audit such information within that five-year period.
15. The eligible Meat and/or Poultry Processing Facility agrees that Department staff will be allowed to visit the facility at any time during the project period and/or throughout the records retention time period, and will provide to the Department information relating to: 1) expansion progress 2) most recent financial information, and 3) verification of current number of employees.

I, the undersigned, declare that I have examined the application submitted to the Department for the Meat and Poultry Processing Grant, including accompanying exhibits, and to the best of my knowledge, information and belief, it is true, correct, and complete, and I hereby agree to comply with the requirements of the program as specified above.

SIGNATURE	TITLE	DATE
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SECTION 5 - APPLICATION SUBMISSION CHECKLIST

- E-mail completed application form and supporting documents to grants@mda.mo.gov no later than August 31, 2020.
- Completed application
 - All Trust, Partnership, S-Corporation, or Limited Liability Company Information included in Section 1 (provide attachment if necessary)
 - Proof of Enrollment in E-verify
 - Form 943 to obtain a tax clearance certificate completed and submitted to Missouri Department of Revenue

SECTION 6 - PROJECT IMPACT

EXECUTIVE SUMMARY: (200 Word Limit: Brief summary of the project, suitable for dissemination to the public)

SECTION 6 - PROJECT IMPACT CONTINUED

PROJECT DESCRIPTION: (500 Word Limit: Identify the project need and outline the project work plan)

IMPACT POTENTIAL AND METRICS FOR RESULTS:

Due to meat and poultry processing supply chain disruptions caused by the COVID-19 public health emergency, did you increase or do you anticipate increasing **livestock or poultry slaughter** compared to March 1, 2020? If so, please explain and provide information estimating livestock or poultry slaughter (either by (1) species and number of animals harvested, or (2) species and pounds of meat or poultry) before and after March 1, 2020. If applicable, provide projections for how this grant will assist with further increasing livestock or poultry slaughter capacity. If you have no intention of slaughtering, please proceed to the next question.

Due to meat and poultry processing supply chain disruptions caused by the COVID-19 public health emergency, did you increase or do you anticipate increasing **meat or poultry processing capacity** compared to March 1, 2020? If so, please explain and provide information estimating meat processing capacity (type and pounds of meat or poultry processed) before and after March 1, 2020. If applicable, provide projections for how this grant will assist with further increasing meat or poultry processing capacity.

Due to meat and poultry processing supply chain disruptions caused by the COVID-19 public health emergency, did you create or do you anticipate creating any new jobs since March 1, 2020?

_____ NO _____ YES, if yes # of full-time permanent _____ # of part-time permanent _____

SECTION 7 - BUDGET & BUDGET NARRATIVE

List all costs requested for reimbursement. Breakdown expenses by categories listed below and explain why the request is necessary and how it will address supply chain disruptions and mitigate health and environmental impacts as a result of the COVID-19 public health emergency.

Projects should aim to improve food supply resilience through increasing livestock or poultry slaughter, expanding meat or poultry processing capacity, or promoting worker safety.

Grants may reimburse eligible costs incurred from March 1, 2020 through November 15, 2020. For costs not yet incurred, provide a budget projection. The Department will need copies of all paid invoices and proof of payment, including but not limited to: cancelled checks, receipts of payment, and/or paid contracts for all money spent through the project period for which you are applying for the reimbursement grant.

Eligible Expenses	Reimbursement grant request amount
Capital improvements to expand capacity (including expansion and modifications to existing buildings and/or construction of new buildings at existing facilities)	\$
Narrative (description and demonstrated need):	
Upgrades to utilities (including water, electric, heat, refrigeration, freezing, and waste facilities)	\$
Narrative (description and demonstrated need):	
Livestock intake and storage equipment	\$
Narrative (description and demonstrated need):	
Processing and manufacturing equipment (including cutting equipment, mixers, grinders, sausage stuffers, smokers, curing equipment, pipes, motors, pumps, and valves)	\$
Narrative (description and demonstrated need):	
Packaging and handling equipment (including scaling, bagging, boxing, labeling, conveying, and product moving equipment)	\$
Narrative (description and demonstrated need):	

SECTION 7 - BUDGET & BUDGET NARRATIVE CONTINUED

Warehouse equipment (including storage and curing racks) \$

Narrative (description and demonstrated need):

Waste treatment/management equipment (including tanks, blowers, separators, dryers, digesters, and equipment that uses waste to produce energy, fuel, or industrial products) \$

Narrative (description and demonstrated need):

Facility reconfiguration (including labor and materials for changes necessary to meet social distancing guidelines) \$

Narrative (description and demonstrated need):

Technology that allows increased capacity or business resilience (including software and hardware related to business functions, logistics, inventory management, plant production controls, temperature monitoring controls and website design enabling e-commerce) \$

Narrative (description and demonstrated need):

Rental of buildings, facilities, or equipment necessary to expand capacity or facilitate social distancing (including mobile slaughter units and mobile refrigeration units used exclusively for meat or poultry processing) \$

Narrative (description and demonstrated need):

Costs associated with increased inspections or becoming inspected (including USDA Inspector Overtime, HACCP consultation) \$

Narrative (description and demonstrated need):

SECTION 7 - BUDGET & BUDGET NARRATIVE CONTINUED

Hazard Pay (for employees in facilities with COVID-19 positive cases)	\$
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Narrative (description and demonstrated need):

Costs Associated with COVID-19 sanitation and worker safety supplies (PPE, hand sanitizer, employee prescreening equipment, face coverings)	\$
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Narrative (description and demonstrated need):

Costs Associated with employer provided COVID-19 testing	\$
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Narrative (description and demonstrated need):

Other business adaptation and diversification activities (explain how expenses are necessary to expand capacity or promote worker safety)	\$
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Narrative (description and demonstrated need):

TOTAL REIMBURSEMENT GRANT REQUEST	\$
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INELIGIBLE EXPENSES

Ineligible expenses include, but are not limited to:

- Expenses that have been or will be reimbursed under any federal, state, or local government funding
- Expenses that have been or will be reimbursed by insurance
- Land acquisition or lease
- Building construction at new facilities
- Building acquisition
- Wages (non-hazard and non-reconfiguration labor)
- U.S. Department of Treasury guidance may change to expand or contract eligible expenses

Have you or will you be reimbursed for any COVID-19 expenses or loss of revenue under any other federal program or received any federal, state or local funds?

Yes No If yes, please identify which program and identify all funds received.

Have you or will you be reimbursed for any COVID-19 expenses or loss of revenue through any insurance program?

Yes No If yes, please identify which program and identify all funds received.

EXPENSES THAT HAVE BEEN OR WILL BE REIMBURSED BY INSURANCE OR FEDERAL, STATE OR LOCAL DOLLARS ARE NOT ELIGIBLE EXPENSES FOR THE MEAT AND POULTRY PROCESSING GRANT.