

Show-Me Entrepreneurial Grants for Agriculture (SEGA)

Innovation Grant Program

2024-2025 Application Form

|  |
| --- |
| Legal Business or Producer Name (financially responsible for project):  |
| Project Name: |
| Sponsoring Group (if applicable): | Steering Committee Name (if applicable):  |
| Contact Person:  |
| Mailing Address(s) for primary contact: |
| City: County:  | State:  | Zip:  |
| Physical Address(s) (if different):  |
| Email:  |
| Phone:  | Cell Phone:  |
| Commodity:  | Value-Added Product(s):  |
| Total Cost of Project: $  |
| Grant Request Amount: $  |
| Applicant(s) Match Amount: $ |
| Project Start Date:  | Project Completion Date:  |
| Estimate the number of local producers who will benefit from the project: |  |
| Expected jobs created: |  |
| Grant Award Amount: The minimum 2024-2025 Innovation Grant is $50,000. The maximum cumulative Innovation Grant(s) award to any individual, groups of individuals, business, cooperative or organization is $250,000. **Application Deadline: 3:00 p.m. on October 4, 2024**.For full program guidelines, including definitions, restrictions, and allowed use of funds, please visit masbda.com.  |
| **Scoring Criteria:** **Proposals will be selected on a competitive basis.** **Each proposal will be evaluated and scored within a framework of 100 maximum points using the following criteria: A Project must score at least an average of 60 points to be considered for funding.****Agriculture Economic Development Potential *(45 points possible)*:*** Is the need of the project clearly communicated and convincing? (9 pts)
* Is the near-term economic opportunity realistic? (5 pts)
* Are the project’s objectives and deliverables obtainable within the stated timeline? (5 pts)
* Will the project have an impact of the local economy, including job creation and capital investment? (5 pts)
* Do the Expected Project Outcomes indicate realistic growth over the next 3 years? (5 pts)
* Applicant Match:
	+ 26-30% (2 pts)
	+ 31-35% (4 pts)
	+ 36-50% (6 pts)
	+ 51+% (8 pts)
* Number of agricultural producers who will directly benefit from the project:
	+ 2-4 (2 pts)
	+ 4-6 (4 pts)
	+ 6-8 (6 pts)
	+ 9+ (8 pts)

**Credibility and Near-Term Impact *(35 points possible)*:** **Work Plan:** * Do the described tasks seem reasonable, well thought-out, and feasible given the timeline and budget? (5 pts)
* Do the key personnel have the experience and qualifications to implement the project? (5 pts)
* Does the Plan of Work relate to the Project Objectives and Expected Project Outcomes and is it worth the total investment? (5 pts)
* Does the project have support of the community and other external stakeholders? (5 pts)
* Budget:
* Is the budget financially realistic and reasonable for the project? (10 pts)
* Are the budget items clearly outlined and justified? (5 pts)

**Merit *(20 points possible)*:**Up to 20 additional points per proposal may be awarded based on the scorer’s individual judgement of a proposal’s chance of success.  |
| **Executive Summary:** In 250 words or less, provide a project summary. Please identify the project, the agricultural product and process to be used to add value, specific use of grant funds, and expected project outcomes. (It is recommended this summary be written after your grant application is completed.) |
|  |
| **Agriculture Economic Development Potential**:  |
| **Describe the problem(s) or issue(s) to be addressed (200 words or less):**  |
| **What is the near-term economic opportunity if the project is funded (200 words or less)?** |
| **Project Objectives:** Outline what you plan to achieve by the end of the project, including specific deliverables (construction/equipment installation) as well as business objectives (quantify productivity and efficiency improvements, etc.). Add additional lines if necessary. |
| # | Project Objective(s) |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |
| 5 |  |
| **Expected Results and Applicability to Economic Development:**  |
| **In 150 words or less, describe any scientific/technical merit associated with the projects (if applicable):****What are the anticipated results of the project (200 words or less)?** |
| **What is the anticipated impact on the local economy, including your estimate of job creation and capital investment (250 words or less)?** |
| **What are the anticipated results or outcome of the proposed project on Missouri agricultural producers (200 words or less)?** |

|  |  |
| --- | --- |
| **Expected Project Outcomes** | **Numbers or N/A** |
| Number of jobs created  |  |
| Number of Missouri agricultural producers that will directly benefit from this project  |  |
| Number of value-added products created/improved by the project |  |
| Number of markets that will sell value-added products as a result of the project |  |
| Value of the anticipated quantity of raw agricultural product that will be processed in year 1 after completing the project |  |
| Value of the anticipated quantity of raw agricultural product that will be processed 3 years after completing the project |  |
| Anticipated expansion of annual business total revenue as a result of this project? *(enter estimated dollars for year 1 after completing project)* |  |
| Anticipated expansion of annual business total revenue as a result of this project? *(enter estimate dollars 3 years after completing the project)* |  |

|  |
| --- |
| **Credibility and Near-Term Impact** **Plan of Work:** Outline the major tasks that will be undertaken to implement the proposed project to demonstrate the project’s feasibility. Add additional lines if necessary. Identify key personnel, including producers, consultants, subcontractors, and other professionals and provide an estimated timeline.  |
| **#** | **Project Task** | **Personnel Responsible** |  **Start Date** |  **Completion Date** |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |
| **4** |  |  |  |  |
| **5** |  |  |  |  |
| **6** |  |  |  |  |
| **7** |  |  |  |  |
| **8** |  |  |  |  |

|  |
| --- |
|  **Primary challenges or concerns**:  |
| In 100 words or less describe what must be addressed to make the project successful. |

|  |
| --- |
| **External Project Support:** Describe the stakeholders who support the need for this project and why- other than the applicant(s). Stakeholders include other producers, markets, buyers, suppliers, organizations, and local agencies. Actual letters of support are not required and will not be included in the scoring process.  |
| **Stakeholder (Name, Location)** | **Reason for support/Expected benefit from the project** |
|  |  |
|  |  |
|  |  |
|  |  |

**ATTACHMENT A**

**Certification of Information and Business Relationships:**

Pursuant to the “Guidelines and Application Format” document for the “SEGA Innovation Grant Program” administered by the Missouri Agricultural and Small Business Development Authority (MASBDA), the applicant(s) (signing below) hereby certifies, subject to penalties of perjury, the following:

In addition, by affixing my/our signature(s) to this application, I/we certify having read and understand the guidelines governing award of these grants and agree to all conditions set forth therein and attest that all information contained in this application package is true to the best of the applicant’s knowledge, information and belief.

If awarded, grant payments by MASBDA for expenditures approved in the work plan may be made on a reimbursement basis to the grant recipient (after proof of payment is received by MASBDA) or directly to the vendor contracted by the grant recipient upon receipt of an invoice approved by the grant recipient. Any vendor invoice paid by MASBDA are for the benefit of the grant recipient for its obligations owed related to the approved work plan, and in no way constitutes a partnership, creditor, or other business relationship between MASBDA and vendors contracted by the grant recipient.

The grant recipient will be responsible for any federal or state taxes applicable for funds received, if awarded, and it is recommended the applicant consult their tax professional prior to submitting an application, and upon potential award.

Should a grant be awarded, basic project information (such as grant amount, proposed location, work products funded, etc.) may be used in announcements, press releases and other public information.

In addition to the final project report, MASBDA reserves the right to conduct a follow-up survey of funded projects to determine long-term economic impacts.

The Missouri Agricultural and Small Business Development Authority reserves the right to modify or terminate any subsequent agreements with applicant if, at a future date, the authority becomes aware of misrepresentation(s) contained in this application.

**Statement of Potential Funding Sources:**

Have you applied for or received any other grant funding for this particular project or any component of this particular project?

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Confirmation of Cash Contribution toward Cost of Grant Funded Project:**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, authorized representative of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(grant applicant) confirm that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (grant applicant) will contribute $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(must match project budget and be a minimum of 25% of the grant subtotal shown on Attachment C) toward the cost of the grant-funded project. Appropriate copies of invoices and canceled checks will be provided to MASBDA. Final disbursement of grant funds cannot be made until the 25% cash obligation is satisfied.

**ATTACHMENT B**

**Project Budget Summary**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Expenditure**  | **A. MASBDA Request** | **B. Cash Match Contributed by Applicant** | **C. Other Grant Funds** | ***Total: A-C*  Total Project Cost**  |
| **Facility**   |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Equipment**   |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Equipment Lease/Rental**   |  |  |  |  |
|  |  |  |  |  |
| **Professional Services**   |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|   |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Total** |  |  |  |  |

|  |
| --- |
| By signing this application, I acknowledge I have read the Show-Me Entrepreneurial Grants for Agriculture (SEGA) Innovation Grant Program Guidelines, and also that all information and business projections included in this application are true, correct, and complete to the best of my knowledge.Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Completed SEGA *Innovation* Grant applications should be forwarded to the following address: Missouri Agricultural and Small Business Development Authority1616 Missouri Boulevard (physical address)P.O. Box 630 (mailing address)Jefferson City, MO 65102Fax: (573) 522-2416Email: masbda@mda.mo.gov **To be considered for January 2025 funding, MASBDA must receive two hard copies no later than 3:00 p.m. on October 4, 2024. No exceptions.**Late or incomplete applications will not be considered for funding. MASBDA reserves the right to reject any application prior to scoring if incomplete.To review the full program guidelines, visit our website at masbda.com. If you have any questions, please call (573) 751-2129. |

Checklist:

* Attachment A – reviewed and completed?
* Attachment B – Project Budget Summary – completed and reviewed?
* Application – completed and signed?
* Have you included two hard copies of the application?
* Have you called the MASBDA office with any questions before submitting your application?

Missouri Agricultural and Small Business Development Authority (MASBDA)

1616 Missouri Boulevard

PO Box 630

Jefferson City, MO 65102

573-751-2129

masbda@mda.mo.gov

masbda.com