

The Application Process and Timeline . . . continued

Depending on the outcome of the review process in Phase 1, NMDA will invite applicants to submit a Revised Proposal based on the First Proposal submitted in Phase 1.

Specifics about the revisions needed will be included in the invitation letter.

PHASE 2: REVISED PROPOSAL



WHO?	WHAT?	WHEN?	HOW?
NMDA	Send out invitations to submit Revised Proposal	March 2018	Via e-mail
Applicant	Full proposals due to NMDA	TBA	Via e-mail
NMDA	Submit "State Plan" (combined proposals)	Tentatively early May	
NMDA	Award letters and contracts	October 2018	Via e-mail

* Dates are contingent upon the availability and release of SCBGP funding.

* NMDA will work one-on-one with applicants to finalize their proposals during Phase 2.

PHASE 3: GRANT IMPLEMENTATION



Applicants who are granted funding will be required to:

- Follow the work plan and budget detailed in their approved proposal.
- Keep up-to-date records on all project expenses.
- Provide progress reports to NMDA quarterly (depending on project length).
- Provide NMDA with annual reports and a final report upon completion of the project and in accordance with SCBGP guidelines.

USDA and NMSU allow funds to be paid only on a reimbursement basis after proper reporting and documentation requirements have been met.



2018 Federal Specialty Crop BLOCK GRANT PROGRAM

PURPOSE

"To solely enhance the competitiveness of New Mexico's specialty crops in either domestic or foreign markets."



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Divisions —> Marketing & Development
 —> Competitive Grant Programs

NEW MEXICO DEPARTMENT OF AGRICULTURE

Federal Funding - Specialty Crops Block Grant Program (SCBGP)

The United States Department of Agriculture's (USDA) Agricultural Marketing Service (AMS) provides grants to state departments of agriculture solely to enhance the competitiveness of specialty crops in either domestic or foreign markets.

Consideration for grants that increase the competitiveness of specialty crop farmers, including Native American and disadvantaged farmers, will be addressed. Increasing competitiveness may include developing local and rural food systems and improving food access in underserved communities.

Specialty crops are defined as **"fruits, vegetables, tree nuts, dried fruits, horticulture, and nursery crops (including floriculture)."**

The Request for Proposals (RFP) will be published in papers statewide detailing the approximate amount available for projects and any pertinent workshop dates and deadlines. The RFP will also be published online at www.nmda.nmsu.edu. (Previously funded projects range from one to three years in length and vary in amount from \$15,000 to over \$100,000.)

*The funding cycle begins **September 29, 2018.***

THINGS TO REMEMBER

Grant funds cannot be awarded to projects that solely benefit a particular commercial product or provide a profit to a single organization, institution, or an individual. Grants funds are disbursed on a reimbursement basis only.

Restrictions and limitations of grant funds include:

Capital Expenditures - (equipment, buildings, land) or expenditures to make improvements to capital assets that materially increase their value or useful life.

General Purpose Equipment - equipment not limited to research, scientific, or other technical activities.

Equipment - an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost equal to or greater than \$1,000.

For More Information

CONTACT FELICIA FROST

OR SARAH HACKER

NMDA Marketing Specialists

at (575) 646-4929 or send an e-mail

to specialtycrops@nmda.nmsu.edu

www.nmda.nmsu.edu

THE APPLICATION PROCESS AND TIMELINE

PHASE 1: CONCEPT PROPOSAL



PHASE 1: PROPOSAL

Applicants must use the proposal template supplied.

WHO?	WHAT?	WHEN?	HOW?
NMDA	Send out a Request for Proposals	Dec. 2017 & Jan. 2018	Through a press release, a posting on NMDA's website, and industry gatherings
NMDA	Provide overview of grant program and application process	Jan. 2018	Through workshops
Applicant	Deadline to submit proposals to NMDA	March 1	Must be received by e-mail no later than 5:00 p.m.
NMDA	Review proposals	March	A committee will review all concept papers for fit, clarity, and impact on New Mexico's agricultural industry

*** DATES ARE CONTINGENT UPON THE AVAILABILITY AND RELEASE OF SCBGP FUNDING**

PROJECT TITLE
Should be short and descriptive

APPLICANT DETAILS
*Applicant Name
Type of Business/Organization
Contact Information
Is this a new funding request?
A resubmission?
Have you received funding through the SCBGP before?
If so, please include a copy of your approved annual/final report.*

PROJECT PURPOSE
Objective, Problem, Importance

POTENTIAL IMPACT
*People or Operation Affected
Intended Beneficiaries
Potential Economic Impact*

EXPECTED MEASURABLE OUTCOMES
*Outcome Goals, Benchmarks, Targets, and Performance Measures *See USDA performance measures requirements.*

WORK PLANS
Project Activity including a Timeline

BUDGET (MUST TOTAL)
Detailed budget in table format

** Letters of support from potential industry beneficiaries and letters of intent from project partners are required.*

Proposals will be reviewed by a panel of NMDA staff and experts in agriculture and business. Panelists must be free of any conflict of interest that would prevent them from performing impartial reviews.

** A template is available online at www.nmda.nmsu.edu Divisions → Marketing & Development → Competitive Grant Programs*