

**Product Development and Research**

**Grant/Loan**

The Oklahoma Agriculture Enhancement and Diversification Program (AEDP) offers an opportunity to apply for a product development and research grant or loan. Product development and research applications shall be used to create or expand agricultural business through research including, but not limited to projects such as, feasibility studies, test marketing costs, and product development.

Proposals for a product development and research grant or loan shall:

1. Show there is no similar research on the proposed product; and
2. Demonstrate how the proposed research will lead to a marketable product
3. Not be for growing or any other aspect of marijuana.

Grants and loans are available at the following levels:

|  |  |
| --- | --- |
| $2,500 or less | No match required |
| $2,501 - $5,000 | 25% match required, can be dollar-for-dollar or in-kind match |
| $5,001 - $10,000  | A dollar-for-dollar cash match  |
| $10,001 or above | All applications in excess of $10,000 will be considered as a loan |

Each application will be considered on an individual basis and its own merits. All applications that exceed $5,000.00 in funding will have a maximum fifteen (15) minute oral presentation to the selection committee.

Upon approval of the application by the AEDP selection committee and the State Board of Agriculture, a contractual agreement between the applicant and the Oklahoma Department of Agriculture, Food & Forestry (ODAFF) will be entered into and may not exceed 1 year in length. Payments will be disbursed in three (3) divisible increments based upon properly submitted invoices, compliance with the Oklahoma Agriculture Enhancement and Diversification Act and furnishing complete and comprehensive reports.

For additional information please contact Jason Harvey at (405) 606-1477.

**Product Development and Research**

**Grant/Loan Application**

Funds requested $ Enter dollar amount of funds requested

Overall Cost of Project: $ Enter total cost of project

# APPLICANT INFORMATION

Primary contact

Contact Person: Enter First Name Last Name Middle Initial

Mailing Address: Street/ PO Box City State Zip code

Email Address: Enter Email address

Phone: primary contact number additional contact number

Business

Business Name Enter business name

Business Address: Street/ PO Box City State Zip code

Federal Tax Identification Number FEIN number or Farm Tax number enter number

Number of years in Business Enter number

# This agricultural business is a:

☐ Sole Proprietorship ☐ Partnership ☐ Co-operative

☐ Domestic Limited Liability Company ☐ Other( Specify )

Please provide ownership information for all categories other than sole proprietors. (copy and paste more if needed)

 Name % Ownership

1. Enter First and Last Name Enter number %
2. Enter First and Last Name Enter number %
3. Enter First and Last Name Enter number %
4. Enter First and Last Name Enter number %

Does any owner or a direct family member have an employment relationship with ODAFF? [ ]  Yes [ ]  No

Has the business received any state or federal grant or loan funding before: [ ]  YES [ ]  NO

*(If yes complete next 3 questions)*

Funding Entity (USDA-NRCS, ODAFF, SARE) Enter Name

Dollar amount $ Enter total cost of project

What year and type of grant did you receive and give a description of what was accomplished?

**PROJECT DESCRIPTION**

1. Raw Agricultural Commodity: Enter commodity Do you grow/raise this ag commodity: [ ]  YES [ ]  NO
2. Product to be developed at the end of research: Enter product(s)
3. Describe any previous research or development done in this area. If no research has been done describe what and how research will be completed for this project.
4. Describe the product that will result from the research or development.
5. Describe the likelihood of commercialization. What are the potential markets and your marketing strategy for the product?
6. How will Oklahoma agriculture benefit from this project?
7. Describe how the grant/loan funds will be used.
8. Please discuss how the project will create or save jobs
9. List of principal investigator(s) and other members of the research team. Attach a letter of intent to participate for each principal investigator

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **University/ Research Institution** | **Contact Number** | **Email**  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**PROJECT BUDGET**

|  |  |
| --- | --- |
| **Budget Summary** |  |
| **Expense Category** | **Funds Requested** | **Matching Funds** | **Other**  |
| Contractual | $ | $ | $ |
| Rental or lease of Equipment  | $ | $ | $ |
| Rental or lease of facility | $ | $ | $ |
| Supplies | $ | $ | $ |
| Printing Cost | $ | $ | $ |
| Other Direct Cost  | $ | $ | $ |
|  |  |  |  |
| Total Cost | $ | $ | $ |

**BUDGET JUSTIFICATION**

Provide detail information about what is included in each of the budget categories listed above. Justifications are required to explain these expenses and show why they are necessary for this project.

Contractual– *Provide a list of individuals or business that will be contracted with, detailing out their name, hourly/flat rate, services they will be providing, and overall cost of the services performed.*

Equipment Rental/lease – Describe the equipment to be rented, length of the rental/lease and cost.

Facility Rental/lease –Provide the name(s) of the facility to be rented or leased, how much space will be rented, length of rental, what services will be provided and overall cost of facility.

SUPPLIES – Provide an itemized list of all supplies needed and describe the purpose of each supply, number/units of each supply, cost per unit and overall cost of purchase.

Printing Cost – *Provide a list of items to be printed detailing what the items are, number of items to be printed, price per piece and overall cost of print job(s).*

Other Direct Cost – *Provide a list of items/expenses not covered in any of the previous budget categories detailing what the items are, why they are needed for project, number of items to be purchased, price per item and overall cost.*

**SUBMISION INSTRUCTIONS**

1. Applications, including all supplements, should be limited to twenty (20) pages. Promotional materials or unrelated materials are discouraged.
2. A copy of the proposal must be emailed to Jason.harvey@ag.ok.gov .

**CONCLUSION**

By affixing their signature(s) to this application, the applicant(s) certify that they have read and understand the Guidelines governing award of these grants and agree to all conditions set forth therein and that all information contained in this application package is true to the best of the applicant’s knowledge, information and belief.

The Oklahoma Agriculture Department of Agriculture Food & Forestry reserves the right to modify or terminate any subsequent agreements with applicant if, at a future date the Oklahoma Agriculture Department of Agriculture Food & Forestry becomes aware of material misrepresentation(s) contained in this application.

Name (type or print:

Signature:

Title:

Date: