

Frequently Asked Questions

Missouri Department of Agriculture (MDA) - Specialty Crop Block Grant Program (SCBGP)

How do I apply to the Specialty Crop Block Grant Program?

Only state departments of agriculture may apply for funding directly to USDA-AMS. If you are an individual or other non-federal entity interested in applying, state applications for specialty crop projects must be submitted to the appropriate state department of agriculture to be considered for funding. Complete the 2024 MDA SCBGP Application Part 1 and the 2024 USDA SCBGP Application Part 2.

When can I apply?

The deadline for applicants to submit applications to MDA is Tuesday, March 26, 2024, 3 p.m. CST. Late submissions will not be accepted.

What software do I need to view and complete the application?

Make sure you have the most recent free version of Adobe Acrobat Reader. It can be obtained at <http://www.adobe.com/go/acrreader>.

The application will open in a new tab. Click the download button in the top right corner and save application onto your computer. Open application from the folder where you saved it and fill out the application through Adobe Acrobat Reader rather than the web browser.

This is a fillable PDF form and should not be changed by using the editing function that is offered within the paid version of Adobe Acrobat.

Do I need to complete every section on the applications?

Yes, every section should be completed. If the section does not apply to your project, simply state Not Applicable (N/A).

How do I locate the outcome indicator choices for each outcome measure?

The application has a drop-down menu under each outcome measure when the box is clicked on each line. This is where you can choose the outcome indicator(s) for each outcome measure that you plan to accomplish with the completion of your project. Only one outcome measure and one indicator are required for a project.

Can indirect costs be applied to the SCBGP grant?

Indirect costs (also known as “facilities and administrative costs”) are *unallowable* under Missouri’s grant program.

If funded, will I get my funds at the beginning of the project once an agreement is signed?

No, this is a reimbursement only grant. Funds will only be paid upon the receipt of a paid invoice and proof of payment for all expenses. Quarterly reimbursement requests are preferred.

Should I include any support letters?

Yes, our Advisory Committee expects one to two support letters for each application.

Is outreach regarding my project outcomes necessary?

An outreach component should be included addressing how project results, research findings, and conclusions will be extended to specialty crop growers and industry. This should be added within the same box of the data collection details where you provide data collection methods for the outcome measures chosen.

Can specialty crops that are grown and/or farmed using Specialty Crop Block Grant Program funds be donated? What can be done with this produce?

If SCBGP funds are used to grow specialty crops, the resulting crops cannot be donated or given away. This includes supplies (such as seeds or soil). These crops may be sold at a reasonable market value, used for sampling, nutrition and cooking classes, demonstrations, or other educational purposes. If sold, funds would be considered program income and must be reinvested into the project in support of allowable costs and activities within the period of performance for the award.

How can I spend program income earned from the project?

All program income must be spent on allowable items and used to enhance the competitiveness of eligible specialty crops to further expand the project or program objectives within the period of performance of the project.

What travel guidelines do I follow:

Missouri's SCBGP follows the State of Missouri's travel rates for reimbursement of mileage and meals. Hotels use applicable GSA CONUS lodging rates per night (depending upon location).

In-State Travel Requirements through Dec. 31, 2024

- Mileage – 65.5 cents per mile
<https://oa.mo.gov/accounting/state-employees/travel-portal-information/mileage>
- Motel – use applicable GSA CONUS lodging rates per night (depending on location)
<https://www.gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-lookup>
- Meals – use applicable state rates per day in state and out of state (depending on location)
<https://oa.mo.gov/accounting/state-employees/travel-portal-information/state-meals-diem>