



GRAPE AND WINE GRANT APPLICATION
NORTH DAKOTA DEPARTMENT OF AGRICULTURE
BUSINESS, MARKETING, AND INFORMATION DIVISION
SFN 62504 (5-2024)

The mission of the Grape, Wine and Fruit Program is to provide research and promotion in support of the grape and wine industry in North Dakota.

ELIGIBILITY

- Applicants must list the name of the company or individual submitting the proposal, street address, mailing address, telephone number, email address, and the person(s) who will be responsible for the project.
- Applicants must describe in detail how the grant funds will be used for the Grape and Wine Research, Promotion and Marketing Grant program.
- Applicants may include any additional information that they consider pertinent and that will enhance the quality of their proposal.
- North Dakota Department of Agriculture reserves the right to offer an award amount less than the amount requested.

A. APPLICANT INFORMATION (PLEASE PRINT OR TYPE)

Applicant Company			Telephone Number	
Applicant Name		Title		
Mailing Address	City	State	ZIP Code	
Physical Address	City	State	ZIP Code	
Email Address				

B. GENERAL DESCRIPTION OF PROJECT

Project Title		
Grant Application Amount	Match Amount	Estimated Total Cost of Project
Type of Grant <input type="checkbox"/> Research <input type="checkbox"/> Marketing and Promotion		Estimated Time of Completion of Project
<p>In 250 words or less please provide a brief description of your project. This should include a brief description of the goals and outcomes of the project, the need for the project, and your plan for evaluating and measuring the success of the project or program.</p>		

C. PROJECT PURPOSE

<p>What is the specific issue, problem or need that the project will address?</p>
<p>What are the objectives of the project?</p>
<p>If the project is a continuation of a project funded previously, describe how the project differs from and builds on the previous project's efforts.</p>
<p>Who are the beneficiaries of the project? How many beneficiaries will the project benefit? How will the project benefit the beneficiaries?</p>

D. MEASURABLE OUTCOME

Provide a Goal - A goal is what you hope to achieve as a result of conducting the activities and producing the outputs (tangible results that can be seen, touched, handled, or moved about) of the project. Examples of outcome-oriented goals could include a change in knowledge, change in behavior, and change in conditions that make a difference for the beneficiaries of the project.

Provide a PERFORMANCE MEASURE. Identify a performance measure for each goal that you will use to measure the actual project results compared to the expected results. These are usually expressed in quantifiable terms and should be objective and measurable (numeric values, percentages, scores and indices, although in certain circumstances qualitative measures are appropriate).

Provide a BENCHMARK - For each performance measure provided, include benchmark. The benchmark is the baseline data against which you will measure your success. Examples of a benchmark could include current or initial level of knowledge, current behavior, or current conditions.

Provide a TARGET- For each benchmark provided, indicate the TARGET. The TARGET is the level of change that you anticipate by the completion of the project. This is NOT the target audience or target population.

Provide your PERFORMANCE MONITORING PLAN. How will you monitor your progress toward achieving each GOAL?

What are your data sources for monitoring performance? For example, will you conduct surveys or use questionnaires?

How will you collect the required data? Be sure to include the frequency of your data collection.

Describe how you will share the results of the project.

E. WORK PLAN

Project Activity - Describe the project activities that are necessary to accomplish the objectives.	Who will do the work?	When will the activity be accomplished? (Month and Year)

F. PROJECT COMMITMENT

Describe the stakeholders other than the applicant, individuals and organizations involved in the project who support this project and why.

G. PROJECT BUDGET

Budget Summary

Expense Category	Funds Requested	Matching Funds Secured
Personnel		
Fringe Benefits		
Travel		
Supplies		
Contractual		
Other		
Total Amount Requested		

H. PROJECT BUDGET DETAIL

Provide descriptions and cost breakdown for each of the following funding categories applicable to the budget narrative above.

Personnel - List the organization's employees whose time and effort can be specifically identified and easily accurately traced to project activities.

<p>Fringe Benefits - Provide the fringe benefit rates for each of the project's salaried employees described in the personnel section.</p>
<p>Travel - Trip description, Purpose of trip, Type of expense, number of days/nights, numbers of travelers.</p>
<p>Supplies - List the materials, supplies, and fabricated parts costing less than \$5,000 per unit and describe how they will support the purpose and goal of the proposal.</p>
<p>Contractual/Consultant - The expenses associated with purchasing goods and/or procuring services performed by an individual or organization other than the applicant in the form of a procurement relationship. If there is more than one contractor or consultant, each must be described separately.</p>
<p>Other - Include any expenses not covered in any of the previous budget categories. Be sure to break down costs into cost/unit. Expenses in this section include, but are not limited to, meetings and conferences, communications, rental expenses, advertisements, publication costs, and data collection.</p>

PRESS RELEASE INFORMATION SHEET

The information on this sheet may be used for public releases in announcements, press releases and other public information.

Name of Contact Person		Telephone Number	
Address	City	State	ZIP Code

Project Information

Title of Project		
Project Start Date		Project Completion Date
Brief summary of the project, product, or process and proposed commercialization efforts (250 words or less)		
Total Funds Requested		Total Project Budget
What will the grant funds be used for?		
Name		Title
Signature		Date

I. REFERENCES

List the name and telephone numbers of two references who are familiar with the applicant's work relevant to the application.

Name		Telephone Number	
Address	City	State	ZIP Code

Name		Telephone Number	
Address	City	State	ZIP Code

J. CONCLUSION

A complete application must contain all information requested and have original signatures of the applicant. The completed application must be submitted on or before the deadline date via email to hlang@nd.gov, or mailed to:

North Dakota Department of Agriculture
Grape and Wine Grant
600 East Boulevard Ave., Dept 602
Bismarck, ND 58505-0020

By affixing your signature(s) to this application, the applicant(s) certifies to have read and understood 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 North Dakota Department of Agriculture reserves the right to modify or terminate any subsequent agreements with applicant if, at a future date, the North Dakota Department of Agriculture becomes aware of material misrepresentation(s) contained in this application.

Applicant Signature	Date
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