

#231
#3

10/13/2014 -

Spoke w/ Denny and told her we had the grant application.

Board of Directors
Richard Jordan - Vice President
Elmer G. Biddick - Secretary

Elmer G Biddick
CHARITABLE FOUNDATION
11623 State Road 80 Livingston, WI 53554
Phone (608) 943-6363 Fax (608) 943-6365
www.biddickfoundation.com

Paul H. Bahr
Elmer G. Biddick
James W. Schneider
Dir of War on

I asked her to send a copy of the 501(c)(3) document.
je

GRANT APPLICATION

***Must be received in our office on or before the due dates below**

Due Dates April 15th and October 15th

Date: October 15, 2014

Name of Organization (must match IRS 501(c)(3) designation) _____

Institute for Local Organic Food Systems Education, Inc.

Address 6712 Frank Lloyd Wright Ave., Suite 203

City, State, Zip Middleton, WI 53562

Phone 608-833-5370

Person Responsible for the Grant Carla Wright

Position in the Organization Executive Director

Organization's Purpose _____

Organic Processing Institute's mission is to educate, connect, and encourage new and existing organic processors and to expand opportunities for the organic business sector in the Upper Midwest.

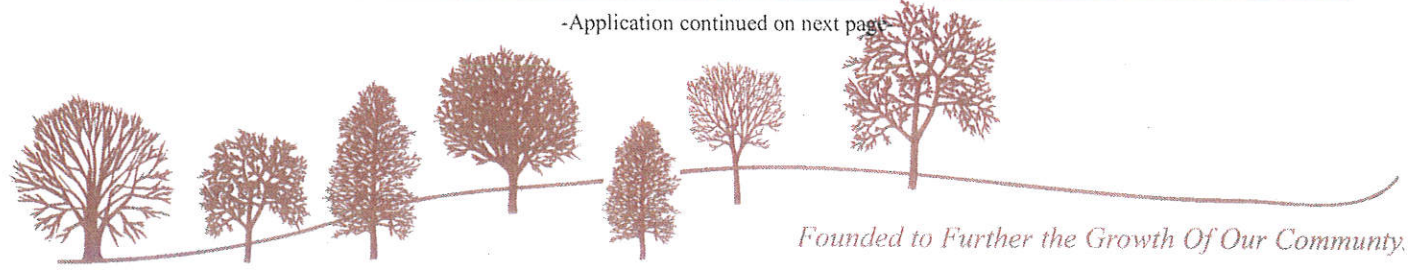
This application must include your organization's latest IRS Letter of Determination showing exemption and public support status. (Not required for units of Government & public schools).

Grant Request \$ 5,000

Describe the reason for this grant request in the space below:

We are seeking funding to conduct workshops and provide continuing assistance to food processing entrepreneurs in Iowa and Grant counties. This will assist new and prospective food processing entrepreneurs, home processors selling products under Wisconsin's Pickle Bill, and farmers who are considering developing value-added products. While demand for organic products continues to soar, it is difficult for many entrepreneurs, processors, and farmers who are interested in providing value-added products to get started.

-Application continued on next page-



Founded to Further the Growth Of Our Community.



**Proposal to
Elmer G Biddick Charitable Foundation
October 15, 2014**

Specific use of grant

We are seeking funding to conduct workshops and provide continuing assistance to food processing entrepreneurs in two Wisconsin counties: Iowa and Grant.

We would offer these workshops in partnership with others with relationships in these counties:

- Rick Terrien, a liaison with the Wisconsin Innovation Kitchen (WINK) in Mineral Point. WINK is a co-packer for several farmers and small food start-up businesses. We know Rick and have met WINK's manager Annette, but have not formally approached them about this kind of project.
- Training needs of area entrepreneurs will be identified in collaboration with WINK, the Small Business Development Center at UW-Platteville, and managers of regional farmers' markets, including those in Dodgeville, Mineral Point, and Platteville.

Our audience will include new and prospective food processing entrepreneurs, home processors selling products under Wisconsin's Pickle Bill, and farmers who are considering developing value-added products. These connections will also help expand our familiarity with processors in southwestern Wisconsin and develop business-to-business networks.

Time schedule: January 1 to December 31, 2015

- Jan. - Feb. 2015: Plan and develop workshops.
- March/April 2015: Offer workshops. Workshops aimed at food and farming audiences are best scheduled outside of the growing season.
- Ongoing: OPI will offer attendees subsequent one-on-one assistance with any organic aspects of processing, such as certification and sourcing organic ingredients.
- June 2015: At 3 months following workshops, OPI will follow up with all attendees at 3 months to discuss their progress, provide information and technical assistance, and refer them to other resources as appropriate.
- September 2015: At 6 months following workshops, OPI will convene a follow-up gathering of workshop attendees to share their progress, challenges, and solutions.

Other sources of funding

The Organic Processing Institute receives general operations funding from the following: Ceres Trust, Jane Bradley Pettit Foundation, and Clif Bar Family Foundation.

The effect of postponing our request to another time

Our network of people involved in local food and business development efforts is continually expanding, as is our network of resources available to assist food entrepreneurs. Postponing work targeting this geographic area means that those in the area will have to either travel to Milwaukee or other places to get this kind of training. For those starting up businesses, time is limited, especially to attend workshops requiring travel. Making training workshops on food safety and other aspects of processing available in a

nearby community and in the winter increases the likelihood of attendance. It also provides key information that is best learned by entrepreneurs earlier rather than later.

Who, when, how, and where the effects of this grant will be felt

Who

- Food entrepreneurs
- Home processors selling products under Wisconsin's Pickle Bill. The Pickle Bill exempts some home processors from the licensing and inspection requirements of the Wisconsin Department of Agriculture, Trade, and Consumer Protection.
- Area farmers seeking new markets

When

The effects of this grant will be felt during the project period as entrepreneurial businesses are developed. Effects will be felt following the grant period as well as entrepreneurs continue to grow their businesses, consumers enjoy the additional supply of regional products, and area merchants are better able to meet growing demand for regional products.

How

The workshops would provide guidance and resources on matters that entrepreneurs find challenging:

- food safety and licensing regulations
- organic labeling requirements
- locating processing and co-packing facilities
- sourcing organic ingredients

The workshops will:

- result in improved efficiencies and quality of the individual entrepreneur's start-up operation.
- be a step toward ensuring conformity of product labels, and other aspects to regulations.
- enhance the entrepreneur's confidence about their food processing operation.

Where

The effects of the proposed workshop trainings will be felt in Iowa and Grant Counties as well as statewide through Wisconsin's Buy Local Buy Wisconsin and Something Special from Wisconsin programs.

The Organic Processing Institute's history, activities, services, and composition

OPI grew out of a roundtable discussion among farmers, processors, and others working in organic food systems. Processing or handling, sometimes known as *value-added*, was identified as a key food system component that lacked support, especially for small and on-farm processing operations. Because a processing enterprise requires expertise and resources to manage cost and risk, these ventures need technical assistance, education, and a peer network to start up, grow, and succeed.

The mission of Organic Processing Institute (OPI) is to educate, connect, and encourage new and existing organic processors and to expand opportunities for the organic business sector in the Upper Midwest. OPI is a 501(c)(3) nonprofit resource for organic processors. Incorporated in late 2011 as the Institute for Local Organic Food Systems Education, Inc., the more streamlined name Organic Processing Institute was trademark-registered in early 2012 and a website launched in June 2012. In 2013, OPI launched an ambitious outreach program with multiple conference workshops.

OPI is developing well-received programs, services and information, while simultaneously identifying information and service delivery gaps. OPI serves as one-stop-shop for clients seeking information about regulatory requirements, as well as more specific information on how to source organic ingredients, and how to locate a processing or co-packing facility for their specific size and type of processing enterprise.

Our world-class staff (of only 2.65 FTE) is unique to small start-up agriculture/food nonprofits. OPI is unique in having staff with long involvement in organic, local food and farming initiatives, academic accomplishments, and proven administrative skills. Two staff have PhD's in fields relevant to food and artisan food processing. All three staff completed accredited training on USDA National Organic Program's Organic Processing Standards.

OPI serves as a one-stop-shop for processors and entrepreneurs as they:

- navigate food safety and licensing regulations
- understand organic labeling requirements
- balance organic and conventional processing
- locate a processing or co-packing facility
- address challenges related to increasing scale of production
- source organic ingredients
- work with distribution and brokers

OPI provides one-on-one consultations on the above issues. We also develop on-demand internet resources to respond to the information needs of processors. Our growing portfolio of fact sheets addresses several of the above topics, with additional topics in development.

Our workshops would build on our experience offering the School for Organic Processing Entrepreneurs (SOPE), a 15-week series of classes covering a wide range of topics germane to organic food businesses. Our pilot offering of SOPE in early 2014 delivered content on a broad range of topics critical to food processing startups while addressing entrepreneurs' keen interest in networking. Thirty individuals attended these sessions, including one who is opening a poultry processing facility in Iowa County. Our practitioner-presenters included a successful processor who uses WINK.

OPI would like to expand its services in Iowa and Grant Counties. This part of Wisconsin has a rich tradition of farming and food entrepreneurship, and we would welcome the opportunity to contribute to it. To date, we have guided two Iowa County processors on organic certification and advised an additional Iowa County entrepreneur on the initial steps of forming a processing business and identifying distribution channels. A Grant County livestock producer recently approached us for information about selling his meat across state lines. We explained the USDA's Cooperative Interstate Shipment (CIS) program and approval process and put him in touch with the Wisconsin Department of Agriculture, Trade, and Consumer Protection Bureau Director who manages this program.

Thank you for considering OPI's application for \$5,000 to provide workshops in Iowa and Grant counties. If you have any questions or need additional information, please do not hesitate to reach out.