



Application flow chart – VAPG

Value-Added Producer Grant (VAPG) Program

Invitation of VAPG applications published in Federal Register – by RD-National Office

(The announcement includes application requirements, program changes, and processing information.)



New application templates developed by RD-Oregon for Oregon applicants (available upon request) – 2-3 days later



Draft applications to RD-State Offices for preliminary review & comment (optional; if desired)



Applications are written and finalized by applicants and/or packagers

(Applicants seeking Working Capital grants must also secure a business plan and independent feasibility study.)



Application deadline

(Applications must be sent to Washington DC, postmarked not later than application due date)



Completeness & eligibility review – by RD-State Office for its state’s applications

(Ineligible or incomplete applications are disqualified)



State scores completed.

(RD-State Office scores its state’s applications on the some of the criteria only.)



Independent review (throughout the summer)

(RD-National Office organizes multiple, 3-person expert review panels to review all the eligible, complete applications.

Expert reviewers score applications on the subjective, qualitative scoring criteria only. The 3 scores are averaged.)



Final scoring

(RD-National Office totals each applicant’s State score and Independent review score; assures resulting rankings are accurate & proper under regulations.)



Awards announced

(RD-National Office announces successful grantees, usually in September.)



Grants approved & closed

(RD-State Office issues letter of conditions, verifies conditions are met, approves & closes grant, and monitors project.)



Grantee conducts & completes project (during the year following the award)

(Grantee requests matching grant funds on a reimbursement basis, submitting progress reports and then final report.)

Historical VAPG Key Dates	FY2005	FY2006	FY2007	FY2008	FY2009
Notice Published Inviting Applications	March 7, 2005	December 21, 2005	April 16, 2007	January 29, 2008	May 6, 2008
Application Deadline	May 6, 2005	March 31, 2006	May 16, 2007	March 31, 2008	June 22 / July 6, 2009
Awards Announced	September 30, 2005	September 13, 2006	September 18, 2007	September 4, 2008	September 2009?