



Processors Guide  
For  
Participation with  
Michigan Sportsmen Against Hunger

*Helping feed Michigan's families in need*

**Michigan Sportsmen Against Hunger (MSAH) is a 100% all- volunteer, 501 © 3 tax exempt nonprofit organization dedicated to developing the resources and infrastructure necessary to channel nutritious high protein wild game meat donations to Food Banks, soup kitchens, and homeless shelters that feed the hungry throughout Michigan.**

### **A brief history of MSAH**

Since 1990, the Michigan Sportsmen Against Hunger (MSAH) has been working to facilitate the linkages between donors, wild game processors, and the charities that feed hungry individuals. MSAH is an organization with no paid staff persons and is operated solely by sportsmen and sportswomen concerned about making a positive difference in the community and the State. Together, they have assembled a network of processors and charities to help channel wild game meat donations into the hands of those in need.

MSAH was founded by: Safari Club International, Michigan United Conservation Clubs, Ted Nugent United Sportsmen of America, Michigan Bow Hunters Association, the United Methodist Men's Club, Food Bank Council of Michigan, and the Michigan Department of Natural Resources. Other participating organizations are: Whitetails Unlimited, Michigan Trappers and Furbearers, Michigan Agriculture Department, and individuals from Hartford Insurance and Merrill Lynch. Many other sporting organizations and individuals share in the concern for feeding the hungry of Michigan thru their support of our mission.

The program has grown to currently generating approximately 50,000 lbs or 200,000 servings annually.

### **Hunger In Michigan**

Every day 1 in 10 people will need to go to a food bank in Michigan. That is about 1 million people in our state according to a study conducted in 2005 by the Food Bank Council of Michigan and its membership.

This is why MSAH needs you! Processors like you throughout the state are coming to the aid of those who are hungry everyday. The success of the MSAH processing program relies upon processors to join the fight against hunger and assist us in processing donated venison. The food banking network in Michigan's 83 counties has over 2500 agencies such as church pantries, soup kitchens and shelters in every county.

Take a few moments and look over this guide book to help in understanding our reimbursement program, safe food handling and important contact information.

*Thank you for joining the fight against hunger in our state by joining the Michigan Sportsmen Against Hunger processing program. Without you someone would have gone to bed hungry tonight.*

### **Processor Requirements to participate in the MSAH processing program**

These guidelines will be printed on a year to year basis which may include changes in poundage rate paid for each entire deer donation.

## 1. Facility

- a.) Licensed by the State of Michigan as a meat processing facility
- b.) You must carry liability insurance
- c.) You must annually be inspected by either the Michigan Department of Agriculture or by local health inspectors.

## 2. Food Safety & Processing

- a.) Processors will follow all state and federal guidelines that have been established for processing donated venison
- b.) Included in this packet is the Processing Guide & Sanitation Requirements for Retail Food Establishments from the Michigan Department of Agriculture, Food & Dairy Division. Their contact information is: MDA, Food & Dairy Division, PO Box 30017, Lansing, MI 48909 Phone: 517-373-1060 [www.michigan.gov/mda](http://www.michigan.gov/mda)
- c.) All processed venison will have some identification that it is venison
- d.) All donated venison is to be ground and packaged into 1 lb, 2 lb, or 5 lb packages.
- e.) Current MSAH processor reimbursement costs from the MSAH fund for processing will be for the final weight of venison that is processed, not the hanging weight of the deer. This is the weight that will be confirmed by the charity on the voucher once they receive the donation.
- f.) Processors are not encouraged nor should they accept donations of game meat that was not processed at their facility or has been pre-processed by hunter or others. Due to food safety guidelines and inspections at the food banks, meat that has not been professionally processed at a licensed facility can not be accepted by a food bank or distributed to anyone.

## 3. Venison Donations

This is where we need a bit more of your help. When a sportsman or a sportswoman comes to your facility ask them if they would like to donate to the Michigan Sportsmen Against Hunger program by donating venison. **Remind them that they do not have to pay for the processing of the donated half or whole deer to MSAH.** The sportsman or sportswoman can keep the antlers or head for mounting from the deer they donated.

There are two ways in which someone can help MSAH:

- a.) Donating their deer to the program to be processed and there are no charges to the

sportsmen or sportswoman

- b.) If they do not want to donate their entire deer, ask if they would be willing to donate a pound or two for the program ~ **Give a Pound**. The way this program works is that someone can donate 1 or 2 pounds of their processed venison from your facility to the MSAH program. Please set a collection container aside for such donations. The Give a Pound program is not part of the reimbursement program seeing how a sportsmen or Sportswoman has already paid for the processing of the venison.

If someone wants to make a cash donation to MSAH, refer them to our website at [www.sportsmenagainsthunger.org](http://www.sportsmenagainsthunger.org). Do not accept donations on behalf of MSAH

#### **4. Voucher/Processing Reimbursement**

No cost of processing a donated deer will be passed on to the sportsmen or sportswomen who donate a whole or half deer. In 2006, the Michigan Legislature passed a bill that allows the Department of Natural Resources to collect donations at retailers that sell hunting and fishing licenses. The donations collected at these retailers are then passed on to the Michigan Sportsmen Against Hunger program fund by the MDNRE and utilized to benefit the hunger in our state through the MSAH program.

For you to be reimbursed for processing you will need to fill out a voucher that has been provided to you. Here are the steps to filling out the voucher:

- a.) First page, white/ **Donor Copy** – Donor and Processor to fill out and a copy given to the donor
- b.) Second page, yellow/**Processor Copy** – Charity collecting processed venison to fill out bottom portion fully and must **sign** when they are receiving the processed venison. Also, the pounds that are reimbursable are the final processed weight. That amount should be recorded on the line “number of pounds donated”.
- c.) Third page, pink – **MSAH Copy** to be sent in for reimbursement. The sooner you send in the voucher the sooner you will be reimbursed. There must be a signature from the charity agency on this page. We are working closely with the state of Michigan to make this program as efficient as possible and to get the funding to the processor. Without proper documentation or if forms are not completely filled out, it will delay your reimbursement. **Please submit your vouchers as soon as you can ~ the sooner you submit, the sooner you will receive your reimbursement.**

#### **5. What to do with the donated venison**

Many processors have long time relationships with their local charities. If you are new to our program we will assist you with making that local connection to a charity.

A representative from Michigan Sportsmen Against Hunger will be contacting you to confirm your information and to answer any of your questions. Once you know the name of the charity that you will be helping they will be the ones who will be picking up the venison when you give them a call. It is suggested that a conversation with the charity happen before deer season to talk about how often they can pick up, who will pick up, and the capacity of their freezers for the donations. This will help with the overall donation process and getting the food to those who need it. Please complete the included *Processor Information /Contact Form* thoroughly.

## ***Thank You***

Without the support and generosity of businesses like yours families throughout Michigan would not be able to put a meal on their table.

Each and everyday 1 out of 10 individuals will have trouble finding food for themselves or for their family. It has even been estimated that people are missing as many as 7 meals a week in our state. Try to imagine missing one meal a day for a week.

That is why programs such as Michigan Sportsmen Against Hunger is here and working with you. We want to see everyone in Michigan have access to good, healthy food everyday.

If you have any questions or concerns please contact MSAH, at **(586) 552-6517**

### **Michigan Sportsmen Against Hunger Board Members**

Dean Hall – President / *Representing* Michigan Bow Hunters Association  
Neal Easterbrook – Vice President / *Representing* Safari Club International  
Tim Stockard – Treasurer /*Representing* WW Community Connections, Inc.  
Al Ludwig – Secretary / *Representing* United Methodist Men  
Louis Krick – Processor Coordinator / *Representing* Ted Nugent United Sportsmen of America  
Jeff DeRegnaucourt / *Representing* Sparta Hunting & Fishing Club  
Robert Borchak & Paul Earl / *Representing* Michigan United Conservation Clubs  
Phil Alexander / *Representing* United Methodist Men  
Brian Preston / Citizen - Kim Harkness / Citizen

**Processor Information/Contact Form - Michigan Sportsmen Against Hunger**

Please fill out the information below only if making an information change OR signing up as a new processor with the program for the first time. This will assist us in keeping our records up to date and the ability to contact you when there any changes to our program. *~Thank you~*

Business Name:
Contact Name:
Address:
City, State & Zip:
Phone Number:
Fax Number:
Email:

Have you ever collected from MSAH before? Yes or No

If **yes**, beginning what year? \_\_\_\_\_

Your license number/processing number/custom exempt number\_\_\_\_\_

Are you insured? Yes or No

If **yes**, who is your carrier:\_\_\_\_\_

Is your business inspected? Yes or No

If **yes**, by who:\_\_\_\_\_

If you are already working with a local charity please let us know. If you are not working with a local charity right now leave this portion below blank

Name & Location:
Name & Location:
Name & Location:
Name & Location:

**Mail this form to:**

**MSAH Processor Coordinator, P.O. Box 5127, Warren, MI. 48090-5127**