GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

August 12, 2022

Sara Mund
MSU Extension
28115 Meadowbrook Rd.
Novi, MI 48377

RE: Application #: CD630412672 and SD630412673
MSU Tollgate Farm Summer Camp
28115 Meadowbrook Rd
Novi, MI 48377

Dear Ms. Mund:

Attached is the Original Licensing Study Report for the above referenced facility. The study has determined substantial compliance with applicable licensing statutes and administrative rules. Therefore, original SITE and PROGRAM licenses have been issued.

Please review the enclosed documentation for accuracy and contact me with any questions. If I am not available, and you need to speak to someone immediately, please contact the Grand Rapids Office Support, at (616) 356-0101.

Sincerely,

Jarrah Buch-Price

Jarrah Buch-Price, Licensing Consultant
Bureau of Community and Health Systems
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503
(269) 615-6200

enclosure

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
LICENSING STUDY REPORT

I. IDENTIFYING INFORMATION

License Number:	CD630412672
Applicant Name:	MSU Extension
Applicant Address:	28115 Meadowbrook Rd. Novi, MI 48377
Applicant Telephone #:	(248) 347-3860
Administrator/Licensee Designee:	Sara Mund
Name of Camp:	MSU Tollgate Farm Summer Camp
Name of Site:	MSU Tollgate Farm
Site Number:	SD630412673
Site Address:	28115 Meadowbrook Rd Novi, MI 48377
Telephone #:	(248) 347-3860
Application Date:	05/03/2022

Program Type	Gender	Capacity	From Age	Thru Age
Child Camp - Day	BOTH	125	4	19

II. METHODOLOGY

05/03/2022	Enrollment
05/09/2022	Contact - Document Received Fee
05/12/2022	File Transferred to Field Office To J VandenHeuvel via SharePoint
05/19/2022	Application Complete/On-site Needed
06/15/2022	Inspection Completed On-site
06/17/2022	Contact - Document Received Policies and procedures received.
06/22/2022	Contact - Document Sent Written policy review sent with technical assistance.
07/19/2022	Contact - Document Received Updated policies and procedures received.
08/02/2022	Contact - Document Sent Written policy review sent with technical assistance.
08/03/2022	Contact - Document Received Updated policies and procedures received.
08/11/2020	Contact - Document Sent Written policy review sent - policies approved.
08/11/2022	Inspection Completed – BCAL Full Compliance
08/11/2022	Recommend License Issuance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Site Description

This camp SITE is located on a 160-acre farmstead owned by Michigan State University, College of Agriculture and Natural Resources and the Americana Foundation within Oakland County. MSU Tollgate farm represents a working farm with animals, community gardens, and sustainable agriculture. The facility includes indoor meeting space, restrooms, covered pavilion, small pond, and green space. The SITE meets compliance with licensing rules.

B. Program Description

MSU Tollgate Farm Summer Camp provides non-formal learning for campers between the ages of four to 18 during the hours of 9:00 am and 4:00pm Monday through Friday during eight weeks of the summer. The camp program is an opportunity for campers to experience agriculture hands-on in an urban environment. Each week the camp features a different theme. Weekly activities include cooking, caring for farm animals, harvesting in the garden, STEM projects, and exploring the ecosystems of field, forest, and pond. Depending on the camp week, other activities include canoeing, fishing, and horseback riding. The campers are supervised by adult staff. The adult staff are trained in proper supervision, camper check-in/check-out procedures, behavior management, and child protection. Plans for emergencies, rain, and regular camp PROGRAM operations meet licensing rule compliance.

C. Rule/Statutory Violations

The camp program and site were found to be compliant with applicable rules and statutes.

IV. RECOMMENDATION

I recommend issuance of an original SITE and PROGRAM license to this children's day camp.

Jarrah Buch-Price

Jarrah Buch-Price
Licensing Consultant

8/11/22
Date

Approved By:

Russell Misiak

Russell B. Misiak
Area Manager

8/12/22
Date