

NORTHWEST CENTER FOR SMALL FRUITS RESEARCH

4845 B SW Dresden Ave. • Corvallis, Oregon 97333 • 541-758-4043 • pnwa@comcast.net www.nwsmallfruits.org

2018 REQUEST FOR APPLICATIONS (RFA) & REPORTS

February 12, 2018

To: Chairs of Departments with Research Programs on Small Fruits, Research and Extension Center Directors, and University and USDA-ARS Small Fruit Researchers

From: Philip Gütt, Program Coordinator on behalf of USDA ARS

Subject: 1) Research Grant Request for Applications (RFA)

Deadline Monday, 3/12/2018, 12:00 pm PDT

Documents: A list of research priorities and all documents required to submit your proposals are now available at www.nwsmallfruits.org/rfa.html

This letter is a Request For Applications for FY 2018 funding for small fruits research from the Northwest Center for Small Fruits Research (NCSFR), funded by the USDA Agricultural Research Service (ARS).

Any questions related to preparation of applications and reports should be directed to Philip Gütt at pnwa@comcast.net (541-758-4043).

Maximum funding allowed under this program is **\$50,000** per year. Proposals can be multi-year projects up to three years in duration, but funding is available on a year-by-year basis. If a project is funded for one year, there is no guarantee that funds will be available for subsequent years. In some years, highly-ranked proposals have received funding for more than one year, with multi-year funding released in the first year. It is anticipated there will be approximately **\$200,000** to **\$250,000** available in the grant pool through NCSFR for **new** research projects this year.

Please Note: The Center is encouraging one, two and three-year proposals this year.

Independent/Private Industry Researchers & USA Requirements

If you are an independent/private industry Principal Investigator, in order to be eligible for funding consideration you must meet the following criteria:

1. For ARS funding eligibility, your proposals must have a USDA-ARS researcher as either Co-PI or Cooperator.
2. Proposals cannot be accepted from researchers outside the United States.

Thank you for your assistance and good luck with your proposals.

FIRST YEAR PROPOSALS: SUBMISSION GUIDELINES

We are seeking proposals in the following areas: Genetics, Production/Physiology, Pest Management, Wine Processing, and Berry & Grape Processing.

- Email an Electronic Copy of the following proposal documents to pnwa@comcast.net

1. **Form A: Research Proposal Cover Page** (*MS Word Format only*)

2. **Summary - 1 page:** Up to one-page in reader-friendly non-scientist / layperson language including areas relevant to peer review. (*MS Word Format only*)

3. **Proposal - 3 pages:** Proposals should not exceed three pages with one inch margins and Times Roman 11 point or larger font. Proposals should be concise and convey all expected elements. For multiple year projects, provide a multiple year plan of work. Include references separately. (*MS Word Format only*)

A. Project Title

B. Name and unit of principal investigators and cooperators, institution, and state.

C. Specific objectives to be achieved during this year along with which specific official listed priority, or lack thereof, you will be addressing.

D. Comprehensive statement describing the procedures proposed to fulfill the stated objectives including: techniques, possible pitfalls, and means by which data will be analyzed.

E. Justification: short statement of the problem, magnitude of problem, importance of work and current research.

F. Literature review: very brief summary of recent notable publications.

G. Expected output and expected results, expected beneficial impacts, and how results will be disseminated.

H. A description of facilities and major instrumentation and equipment currently available for the proposed research project which would be deemed unique for completing the project objectives.

I. Research timetable of proposed milestone events during funded year.

4. **USDA Budget Form(s):** For multiple year projects, provide a budget for each year. (*MS Excel Format*)

Submit a budget for each year, plus a summary budget of all requested years required to complete the stated objectives, using the budget forms provided. Remember, no Tuition or Facilities and Administrative Costs (formerly called "Indirect Costs") are allowed since this is a USDA Special Grant. Also, no funds may be used for renovation of research spaces, purchase of fixed equipment, or the planning, repair, purchase or construction of a building or facility.

5. **Budget Narrative:** On a separate document, provide a fully itemized summary detailing the items listed below using the bolded headings. Only one document is necessary as long as each year of your proposal is clearly distinguished in the document. (*MS Word Format only*)

A. **Salaries** - list the number of personnel for each category with the number of months to be funded by this request, monthly salary rate, and OPE rate for each individual.

B. **Non-Expendable Equipment** - non-expendable items over \$5,000.

C. **Materials and Supplies** - list all items and include approximate dollar amounts for lab, office, and field supplies and materials; including computers, programs, and accessories. If there is a substantial amount for this category, please include as much detail as possible.

D. **All Other Direct Costs** - this category includes: machine repair and maintenance services, printing, mailing, telephone, fax charges, contracted services, and space rental.

The costs for each item must be separated out, i.e., not lumped together. All testing services must be listed as number of tests, cost per test, and total cost for the tests.

E. **Budget Justification** and description for each item of non-expendable equipment proposed for purchase.

F. **Subcontract** - If the project includes a subcontract which would transfer financial assistance, include a detailed budget on the budget forms provided for all years, plus a summary form for all years, evidence that the collaborators have agreed to render services (letter of collaboration), and an explicit work statement describing expected outputs.

G. **Travel** - Description and relationship to objectives of all travel costs, broken down by: domestic travel to research sites, and domestic travel to professional meetings. If international travel is requested, the specific purpose of the travel, a brief itinerary, dates, and estimated cost must be provided for each trip.

6. **References**

7. **Cooperators:** Provide details on the contribution each Cooperator will make to your proposed project.

8. **CV** Up to two pages for each PI including peer reviewed publications for the last five years.

9. **USDA Assurance Statement Form:** Please fill out and include the NIFA Assurance Statement with your proposal whether or not your project involves live vertebrate animal subjects, recombinant DNA, or human subject interviews, surveys or taste panels. Please gain clearances from the appropriate university review board.

10. **Proposal Transmittal Form:** Your institution's signed transmittal form (or signed authorized official transmittal memo).

11. **Approval Signatures:** As required from your institution. (*PDF format*)

NOTE: Before submission, all proposals from universities must first go through their Ag Experiment Station office for approval and include any required signatures. OSU proposals must also go through the OSU research office.

Evaluation Criteria: Please see Appendix A at the end of this document. The evaluation criteria will be used in reviewing first year applications submitted in response to this RFA.

SECOND YEAR PROPOSALS: SUBMISSION GUIDELINES

Multi-year proposals that were funded last year after competitive peer review will be renewed for the second project year.

● Email an Electronic Copy of the following proposal documents to pnwa@comcast.net

1. **Form B: Research Report Cover Page:** Currently Funded Continuing Projects 2nd Year (*MS Word Format only*)
2. **Progress report:** Since all projects were new in 2017, projects funded in 2017 **will not** need to submit a progress report at this time.
 - a. However, the two and three year funded projects need to send the above cover page along with a letter stating that the project is in progress. (*MS Word Format only*)
3. **The original 3-page proposal.** (*MS Word Format only*)
4. **The original Budgets and Budget Narrative: Budgets** for each year, plus a summary Budget of all requested years required to complete the stated objectives, using the budget forms provided.
5. Your institution's signed transmittal form or memo (if required by your institution).

APPENDIX A

FIRST YEAR PROPOSALS: EVALUATION CRITERIA

The following evaluation criteria will be used in reviewing first year applications submitted in response to this RFA.

1. Objectives. (30 points maximum)

- A. ____ (10 points) Research activities directly address objectives. Application reviews relevant prior knowledge.
- B. ____ (10 points) Coherence of the research activities and deliverables.
- C. ____ (10 points) Adequacy and relevance of outreach plan.

2. Quality of Proposal and Procedures. (40 points maximum)

- A. ____ (10 points) Scientific merit, i.e., justification well described, of the proposal.
- B. ____ (10 points) The application's methodology, approach and procedures are appropriate to project objectives.
- C. ____ (5 points) Involvement of appropriate, relevant expertise. Breadth and depth of team expertise in the proposed field(s) of activity. If applicable, the plans for collaboration and communication among the scientists. The details of how the team and the proposed research will be managed.
- D. ____ (5 points) The need for the funds requested and the justification of the line items in the budget sections.
- E. ____ (5 points) Likelihood of making significant progress towards the stated objectives within a 3 year period.
- F. ____ (5 points) Analysis proposed and well described.

3. Priority Rating. (30 points maximum)

- A. ____ (15 points) Proposal describes research on the stated priority needs of small fruits research.
- B. ____ (5 points) Proposal describes research on multiple stated priority needs of small fruits research. (If the proposal addresses more than one commodity or technical area, estimate how the overall project addresses the current priorities.)
- C. ____ (10 points) Application includes sufficient details substantiating that project is directed to current priorities.