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Dear Applicants,

The Western IPM Center is pleased to release two Requests for Applications (RFAs): “Regional IPM Competitive Grants Program” and “Addressing Western IPM Issues.” Applications for both programs are due on December 11, 2006. These RFAs may be accessed at www.wripmc.org.

The “Regional IPM Competitive Grants Program” is managed by the Western Region IPM Center (but administered by USDA-CSREES) and is open to applicants at Land Grant institutions in the west. The “Addressing Western IPM Issues” program is administered by the Western Region IPM Center and is open to all applicants.

The simultaneous release of these RFAs enables applicants to apply to either or both programs with less hassle. The application formatting and information to be submitted is as close as possible for the two RFAs. The delay in release of the “Addressing Western IPM Issues” RFA has allowed for increased available money, as we now have a clearer idea of remaining funds in the current grant. Applicants should be aware of an important change: The “Regional IPM Competitive Grants Program” applications must now be submitted via Grants.gov (<http://www.grants.gov>). Most Federal grants are making the switch to Grants.gov. Well before applying, confirm with your institution that they have an account and are ready to submit via this mechanism. “Addressing Western IPM Issues” applications are not submitted to Grants.gov. They are submitted directly to the Western IPM Center office in Davis, CA.

The two sets of proposals will be independently reviewed by a technical review panel. The “Regional IPM Competitive Grants Program” proposals are required to include a separate relevancy statement. A relevancy statement is not required for the “Addressing Western IPM Issues” program.

For both RFAs, follow all directions on what to submit, on format, length restrictions, due dates, and other requirements. We have not accepted several applications during the past few years because relevancy and conflict of interest statements and other required components were lacking. These mistakes are avoidable by simply double checking the requirements.

Releasing the two RFAs simultaneously is a test to see how well this serves the needs of our clientele. We welcome feedback on the process and timing.

Good luck with your submissions.

Rick Melnicoe
Director, Western IPM Center

IPM

Regional Integrated Pest Management Competitive Grants Program

Western Region

FY 2007 Request for Applications

Application Deadline: December 11, 2006

Grants.gov program code: QQ.W
Program code name: Western IPM



U.S. Department of Agriculture



Cooperative State Research, Education, and Extension Service

FEDERALLY SPONSORED COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE; U.S. DEPARTMENT OF AGRICULTURE

REGIONAL INTEGRATED PEST MANAGEMENT COMPETITIVE GRANTS PROGRAM – WESTERN REGION

INITIAL ANNOUNCEMENT

CATALOG OF FEDERAL DOMESTIC ASSISTANCE: Projects awarded under Section 3(d) of the Smith-Lever Act of May 8, 1914, ch. 79, 38 Stat. 372, 7 U.S.C. 341 et seq. can be found in the Catalog of Federal Domestic Assistance under 10.500. Projects awarded under Section 2(c)(1)(B) of the Act of August 4, 1965, Public Law No. 89-106, as amended (7 U.S.C. 450i (c)(1)(B)) can be found in the Catalog of Federal Domestic Assistance under 10.200.

DATES: Applications must be received by Grants.gov by close of business (COB) December 11, 2006 (5:00 p.m. Eastern Time). Applications received after this deadline will normally not be considered for funding. Comments regarding this Request for Application (RFA) are requested within six months from the issuance of this notice. Comments received after that date will be considered to the extent practicable.

STAKEHOLDER INPUT: The Cooperative State Research, Education, and Extension Service (CSREES), USDA is requesting comments regarding this RFA from any interested party. These comments will be considered in the development of the next RFA for the program, if applicable, and will be used to meet the requirements of section 103(c)(2) of the Agricultural Research, Extension, and Education Reform Act of 1998 (7 U.S.C. 7613(c)(2)). This section requires the Secretary to solicit and consider input on a current RFA from persons who conduct or use agricultural research, education and extension for use in formulating future RFAs for competitive programs. Written stakeholder comments on this RFA should be submitted in accordance with the deadline set forth in the DATES portion of this Notice.

Written stakeholder comments should be submitted by mail to: Policy, Oversight, and Funds Management Branch; Office of Extramural Programs; CSREES-USDA; STOP 2299; 1400 Independence Avenue, SW; Washington, DC 20250-2299; or via e-mail to: RFP-OEP@csrees.usda.gov. (This e-mail address is intended only for receiving comments regarding this RFA and not requesting information or forms.) In your comments, please state that you are responding to the fiscal year (FY) 2007 Regional Integrated Pest Management Competitive Grants Program RFA for the Western Region.

EXECUTIVE SUMMARY: CSREES requests applications for the Regional Integrated Pest Management Competitive Grants Program for FY 2007 to support the continuum of research and extension efforts needed to increase the implementation of integrated pest management (IPM) methods. The Regional IPM Competitive Grants Program supports projects that develop individual pest control tactics, integrate individual tactics into an IPM system, and develop and implement extension education programs. The program is administered by the land-grant university system's four regional IPM Centers (North Central, Northeastern, Southern, Western) in partnership with CSREES. In FY 2007, CSREES anticipates that approximately \$655,000 will be available for support of the Regional IPM Competitive Grants Program – Western Region (referred to herein as the W-IPM

Competitive Grants Program). Of this amount, approximately \$420,000 is expected to be available for Research projects, \$70,000 for Extension projects, and \$165,000 for Joint Research-Extension projects.

This notice identifies the objectives for W-IPM Competitive Grants Program projects, the eligibility criteria for projects and applicants, and the application forms and associated instructions needed to apply for a grant through this program. **For FY 2007, all proposals must be submitted electronically through Grants.gov. See Part IV for details.**

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PART I—FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority and Background

Authority for the funding of Research projects is contained in Section 2(c)(1)(B) of the Act of August 4, 1965, Public Law No. 89-106, as amended (7 U.S.C. 450i (c)(1)(B)). Authority for the funding of Extension projects is contained in Section 3(d) of the Smith-Lever Act of May 8, 1914, ch. 79, 38 Stat. 372, 7 U.S.C. 341 et seq. For Joint Research-Extension applications (see Part II, C., 3), separate awards will be executed for P.L. 89-106 and Smith-Lever funds.

The Regional IPM Competitive Grants Program supports the continuum of research and extension efforts needed to increase the implementation of IPM methods. The Regional IPM Competitive Grants Program supports projects that develop individual pest control tactics, integrate individual tactics into an IPM system, and develop and implement extension and education programs. The program is administered by the land-grant university system's four regional IPM Centers (North Central, Northeastern, Southern, Western) in partnership with CSREES.

The goal of the Regional IPM Competitive Grants Program is to provide knowledge and information needed for the implementation of IPM methods that:

- 1) improve the economic benefits related to the adoption of IPM practices;
- 2) reduce potential human health risks from pests and the use of pest management practices; and
- 3) reduce unreasonable adverse environmental effects from pests and the use of pest management practices.

The program helps achieve this goal by increasing the supply of and dissemination of IPM knowledge and by enhancing collaboration among stakeholders. Because the specific needs of each region vary, regional program priorities will vary.

B. Priorities and Requirements

The Western Region is characterized by a diversity of cropping systems and large urban centers in close proximity to vulnerable ecosystems and natural resources. Public concerns about water use and quality, worker safety, and public health as it relates to pesticide use provide impetus to develop and implement regional IPM strategies.

The goals of the W-IPM Competitive Grants Program support the National IPM Roadmap (<http://www.ipmcenters.org/IPMRoadMap.pdf>) including development of long-term sustainable, profitable, and environmentally sound pest management systems for agriculture; promotion of reduced risk pest management practices for either agricultural or non agricultural situations (urban and natural systems); and protection and conservation of ecosystem quality and diversity.

The W-IPM Competitive Grants Program will support and promote projects that significantly enhance and protect environmental quality, reduce the risk of health problems and other problems associated with

pest management, and/or promote biological diversity in pest management systems and the integration of multiple pest management tactics.

In FY 2007, the W-IPM Competitive Grants Program will support three types of projects: Research, Extension, and Joint Research-Extension (see Part II, C., Project Types, for more information). Priority areas have been identified for W-IPM Competitive Grants Program research projects and extension projects through stakeholders input to the Western IPM Center Steering Committee. Applications must involve one of the base priorities or a combination of them, as appropriate. All of the base priorities have equal importance:

1. Stakeholder Involvement

The Western Region is committed to addressing the pest management needs expressed by diverse stakeholders. Applications must include explicit citations or other documentation that stakeholder-identified needs are being addressed by the proposed project. Sources of stakeholder-identified needs include, but are not limited to:

- (a) Needs identified in <http://www.ipmcenter.org/pmsp/idex.cfm>;
- (b) Recommendations or reports from program advisory committees;
- (c) Recommendations from stakeholder groups; and
- (d) Other documented needs assessment evaluations.

Explicitly citing such sources demonstrates both that a project is important, and that the Project Directors (PDs) are engaged with the community.

2. Non-Pesticidal Tactics

The W-IPM Competitive Grants Program encourages projects that develop, promote or implement non-pesticidal tactics.

3. Multi-State/Territory Involvement

A goal of the W-IPM Competitive Grants Program is to encourage collaborations among states/territories for purposes of efficiency, economy, and synergy. To fulfill this goal, applications must project benefits to more than one state/territory. Projects involving multi-state/territory collaboration are preferred, but those undertaken by PDs in a single state/territory that will benefit other states in the region are also encouraged (see Part III, A., Eligible Applicants). Applicants must address multi-state/territory relevancy in their proposals.

4. Multi-Disciplinary, Systems-Oriented Projects

The W-IPM Competitive Grants Program will support projects that promote cooperative efforts across appropriate disciplines, with linkages between research and extension efforts and components of existing or emerging pest management systems.

5. W-IPM Competitive Grants Program Goals

Overall goal: (All projects must address this goal.)

Environmental stewardship and risk management: W-IPM Competitive Grants Program will support and promote projects that significantly enhance and protect environmental quality, reduce the risk of health problems and other problems associated with pest management, and/or promote biological diversity in pest management systems and the integration of multiple pest management tactics.

Research Project Priority Areas: (Projects must address one or more of these priorities.)

- (a) Developing an effective tactic for a plant or animal production management system for a pest problem that currently limits production efficiency and is recognized by the user community as a key priority;
- (b) Addressing the ecosystem (crops, natural systems and urban) and addressing multiple cycles of pests over seasons, and/or multiple species and complexes;
- (c) Promoting biological diversity in pest management systems and the integration of multiple pest management tactics;
- (d) Demonstrating the economic and environmental benefits of IPM strategies;
- (e) Identifying the constraints to greater adoption of IPM strategies and developing approaches to overcome these constraints;
- (f) Promoting an interdisciplinary, IPM systems approach;
- (g) Elucidating the relationship of ecological principles to life systems of pests and the functioning of the agro-ecosystem as a whole; and
- (h) Developing effective pest management tactics for invasive pests (insects, diseases, weeds) in cropping systems, natural and urban areas.

Extension Projects Priority Areas: (Projects must address one or more of these priorities.)

- (a) Providing IPM training and education to individuals involved with the production, processing, storage, transporting, and marketing of food and agricultural commodities;
- (b) Developing educational materials and information delivery systems that provide IPM personnel in the public and private sectors with timely, state-of-the-art information about effective IPM strategies;

- (c) Providing outreach on endangered species protection related to IPM; and
- (d) Urban and natural systems IPM, including IPM as related to human health issues.

PART II—AWARD INFORMATION

A. Available Funding

There is no commitment by USDA to fund any particular application or to make a specific number of awards. In FY 2007, approximately \$655,000 is expected to be available to fund applications to the W-IPM Competitive Grants Program. Of this amount, approximately \$420,000 is expected to be available for Research projects, \$70,000 for Extension projects and \$165,000 for Joint Research-Extension projects. Project periods and maximum fund availability depend on the project type and the degree of collaboration among states/territories in the Western Region (see Part III. A., Eligible Applicants, and Part II, C., Project Types, for more information).

B. Types of Applications

In FY 2007, W-IPM Competitive Grants Program applications may be submitted as one of the following types of requests:

1. New Application

This is a project application that has not been previously submitted to the W-IPM Competitive Grants Program. All new applications will be reviewed competitively using the selection process and evaluation criteria described in Part V.

2. Renewal Application

This is a project application that requests additional funding for a project beyond the period approved in an original or amended award. Renewal applications must be received by the application due date, will be evaluated in competition with other pending applications in appropriate areas to which they are assigned, and will be reviewed according to the same evaluation criteria as new applications.

C. Project Types

The Western IPM Center, on behalf of the W-IPM Competitive Grants Program solicits applications for the following three types of projects in FY 2007. Applicants must indicate the type of project they are proposing. **You must explicitly indicate the type of project you are proposing in two places on your application: on the Relevance Statement and on the Project Summary.**

1. Research Projects

This funding category develops the research base needed for the construction of comprehensive pest management systems that have a strong likelihood of contributing to on-going IPM implementation efforts. Research may be proposed to develop individual tactics needed for pest management systems (e.g., biocontrol, cultural control, host resistance, particularly novel uses of chemicals, monitoring methods or decision support) or to increase the understanding of how interactions among tactics alter the effectiveness of pest management systems tactics within agricultural, recreational, suburban, and urban ecosystems. The experimental approach should emphasize field-scale experiments over multiple seasons

and/or locations where appropriate. Practices should be designed to reduce initial pest populations, lower the carrying capacity of the ecosystem for pests, increase tolerance of hosts to pest injury, and/or provide tools for making management decisions such as monitoring methods and action thresholds. Long-term fundamental research is not appropriate for funding in this category. Novel, cutting-edge methods, for which there exist data to support likelihood of successful pest management and adoption, are encouraged. Research involving chemical pesticides should be designed to reduce the amount applied, frequency of applications and increase the selectivity of a pesticide. The project should be designed to minimize adverse impacts on beneficial organisms and to limit buildup of pest populations that are resistant to pesticides. Applications should clearly demonstrate how the tactic or IPM system, once developed, can be incorporated into an existing management system. Projects funded in this category should demonstrate economic, social, and environmental benefits of IPM strategies, and identify constraints to greater adoption of IPM systems by users.

Research applications from single or multiple institutions in only one state/territory in the Western region may be submitted with a maximum total project budget of \$60,000; applications from more than one state/territory in the Western Region may be submitted with a maximum total project budget of \$180,000; and applications from more than one Western Region state/territory that are involved with an institution outside the Western Region may be submitted with a maximum total project budget of \$180,000. **Please note that one- or two-year Research projects may be eligible for no-cost extensions after years one and two, but that no carryover or extension is permitted for these projects beyond three years. Any unexpended funds are lost.**

2. Extension Projects

This funding category enhances outreach efforts that support the wide-scale implementation of IPM methods and maximize opportunities to build strategic alliances with stakeholders to expand their active participation in increasing the adoption of IPM methods. Projects may be proposed to develop educational materials and information delivery systems needed for outreach efforts, conduct field-scale or on-farm demonstrations, or deliver IPM education and training. A research component is not a required element of extension projects, but the research base should be documented.

Extension applications from single or multiple institutions in only one state/territory may be submitted with a maximum total project budget of \$60,000; applications from more than one state/territory in the Western Region may be submitted with a maximum total project budget of \$70,000; and applications from more than one Western Region state/territory that are involved with an institution outside the Western Region may be submitted with a maximum total project budget of \$70,000.

3. Joint Research-Extension Projects

This funding category combines research and extension activities (as described in section C.1. and C.2., above). Joint Research-Extension projects validate pest management systems, introduce new pest management tactics into local production, urban or natural systems, and deliver these systems to producers or managers and their advisers through IPM education and training programs.

Joint Research-Extension applications from single or multiple institutions in only one state/territory in the Western region may be submitted with a maximum total project budget of \$60,000; applications from more than one state/territory in the Western region may be submitted with a maximum total project budget of \$165,000; and applications from more than one Western Region state/territory that are involved with an institution outside the Western Region may be submitted with a maximum total project budget of \$165,000. **Please note that one- or two-year Joint Research-Extension projects may be eligible for no-cost extensions after years one and two, but that no carryover or extension is permitted for these projects beyond three years. Any unexpended funds are lost.**

PART III—ELIGIBILITY INFORMATION

A. Eligible Applicants

Organizations eligible to receive Research awards are: state agricultural experiment stations, land-grant colleges and universities, research foundations established by land-grant colleges and universities, colleges and universities receiving funds under the Act of October 10, 1962 (16 U.S.C. 582a et seq.), and accredited schools or colleges of veterinary medicine. For Research projects, eligible land-grant colleges and universities include all 1862, 1890, and 1994 land-grant institutions in the western region (Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, Wyoming and Pacific Territories). Eligibility for Extension projects is limited to 1862 land-grant colleges and universities. Award recipients may subcontract to organizations not eligible to apply, provided such organizations are necessary for the conduct of the project. An applicant's failure to meet an eligibility criterion by the time of an application deadline will result in CSREES returning the application without review or, even though an application may be reviewed, will preclude CSREES from making an award.

Research and Extension personnel from other USDA/IPM regions (North Central, Northeastern, and Southern) and other state/territory and federal organizations can participate as members of project teams, but they cannot serve as sole PDs on a proposal submitted to the W-IPM Competitive Grants Program; i.e., the primary institution must be from one of the Western Region states/territories.

B. Cost Sharing or Matching

There are no matching requirements associated with the Regional IPM Competitive Grants Program and matching resources will not be factored into the review process as evaluation criteria.

PART IV—APPLICATION AND SUBMISSION INFORMATION

A. The Application Package

1. If you are a Project Director:

DO NOT AUTOMATICALLY REGISTER. Project directors do not need to register with Grants.gov, unless they are authorized to submit an application on behalf of their organization. Applications to this RFA must be submitted electronically to Grants.gov by an Authorized Organizational Representative (AOR). Usually this individual works at a university's Grants and Contracts Office or Office of Sponsored Programs. Prior to preparing an application, contact your AOR to determine if your organization is registered to submit electronic applications through Grants.gov (most qualifying institutions in the Western region are now registered) and how many days are needed to process your proposal.

To access application materials via Grants.gov, go to https://apply.grants.gov/forms_apps_idx.html and enter the funding opportunity number USDA-CSREES-RIPM-000201.

Note that the Grants.gov application consists of specific forms supplemented by PDF (portable document file) attachments. In order to save a document as a PDF, the applicant will need to use PDF generator software. Grants.gov has published the following web page on tools and software that the applicant can use: http://www.grants.gov/resources/download_software.jsp#pdf_conversion_programs.

For additional help on applying electronically, see <http://www.csrees.usda.gov/funding/electronic.html> and in particular the CSREES Grants.gov application guide.

2. If you are an Authorized Organizational Representative:

Refer to http://www.grants.gov/applicant/get_registered.jsp for steps for preparing to submit applications through Grants.gov. Note, Grants.gov works only with Internet Explorer 5.01 or higher, Netscape Communicator 4.5-4.8, Netscape 6.1, 6.2 or 7.

B. Content and Form of Application Submission

Electronic applications should be prepared in accordance with the CSREES Grants.gov application guide entitled "[A Guide for Preparation and Submission of CSREES Applications via Grants.gov](#)." This guide is part of the corresponding application package (see Section A above). The following is **additional information** needed in order to prepare an application in response to this RFA.

1. R&R Cover Sheet.

a. Estimated Project Funding (Field 16 on the Form).
Accurately include the amount requested from Research funds (P.L. 89-106) and/or Extension funds (Smith-Lever 3(d)).

2. R&R Other Project Information Form.

a. Project Summary/Abstract (Field 6 on the Form). It must be attached as a PDF document and have the following parts:

(i) Project Type (choose one): Research; Extension; or Joint Research-Extension.

(ii) Summary Statement. The first line of your summary should state the type of project you are submitting, for example, “This is a Research project” or “This is an Extension project.” For Joint Research-Extension projects, the summary statement must indicate how many dollars are being requested from each respective source (Smith-Lever funds are for extension, and P.L. 89-106 funds are for research). The summary should be a self-contained, specific description of the activity to be undertaken and should focus on: overall project goal(s) and supporting objectives; plans to accomplish project goal(s); and relevance of the project to the priorities of the Western IPM Center (see Part I.B. 1-5).

b. Project Narrative (Field 7 on the Form).

Subsections (i) through (iv) of the Project Description should not exceed fifteen pages in total. Subsection (v) shall not exceed three pages of written text in total. These restrictions (18 page limitation) have been established to ensure fair and equitable competition. The Project Description must include all of the following:

(i) Problem, Background and Justification

Describe why current technologies and practices are inadequate and how the proposed approach will help to improve or implement the pest management system and address the specific need(s) identified by growers and other stakeholders in the Western Region. Address the specific needs identified in this solicitation and identify the relative importance of the strategy(ies) to an improved pest management system in the region/area, and the potential applicability of the proposed approach to other production regions. Documentation cited in the Relevance Statement that describes the relevance of the project to W-IPM Competitive Grants Program priorities (see Part I, B. and Part IV, B., 2(c) (i)) is appropriate for this subsection. Review ongoing or completed work (local/ regional/ national) that is relevant and include references. Describe how previous work funded by the Regional IPM Competitive Grants Program or other sources will contribute to the proposed project.

(ii) Objectives

Provide clear, concise, complete, and logically arranged statement(s) of the specific aims of or hypotheses addressed by the proposed effort. In Joint Research-Extension applications, the research and extension objectives should be delineated separately.

(iii) Methods, Procedures and Timetable

Describe how each of the stated objectives will be addressed. Include appropriate experimental design and experimental units, reference methods to be used, and appropriate statistical analyses. Include a timetable for the start and completion of each phase of the project. For a Joint Research-Extension application,

describe how the project will be managed, particularly how coordination between research and extension components will be achieved and maintained. The degree of collaboration should be specifically addressed for multi-disciplinary, multi-organizational, and multi-state/territory collaboration, respectively. If collaboration in any of these three aspects is inappropriate, justification must be provided.

(iv) Cooperation and Institutional Units Involved

Identify each institutional unit contributing to the project. Identify each state/territory in a multiple-state/territory application and designate the lead state. When appropriate, the project should be coordinated with the efforts of other states/territories and/or national programs. Clearly define the roles and responsibilities of each institutional unit of the project team, if applicable.

(v) Implementation and Evaluation Plans

The Implementation and Evaluation Plans portion of the application should not exceed three pages in length.

(1) **Research Projects:** Applications must describe how the tactic or system, once developed, might be incorporated into an existing crop management program or other pest management situation on a large scale.

(2) **Extension Projects and Joint Research-Extension Projects:** Applications must provide detailed plans for evaluation of the project. The evaluation plan should include specific evaluation objectives and measurement indicators (e.g., adoption rate, number of acres impacted, pesticide use, risk reduction, profitability) that will be used to measure impacts and outcomes resulting from the project. Evaluation plans that include surveys should indicate survey expertise of investigators and/or describe the survey methodology that will be used.

c. **Other Attachments (Field 11 on the Form).** All must be PDFs. Name them according to the names shown here.

(i) **Relevance Statement.** A Relevance Statement must be included that describes the relevance of the project to W-IPM Competitive Grants Program priorities (see Part I, B.). The Relevance Statement is the only part of the submission that will be viewed by the Relevance (Merit) Review Panel. Conversely, it is the only part of the submission that the Technical Review Panel will not view.

The Relevance Statement must be submitted with the full application but as a separate PDF file. Formatting requirements (font, spacing, margins) for the Relevance Statement are the same as those for the application. The Relevance Statement should contain the following information:

- (1) Names and institutions of PDs and major cooperators;
- (2) Project title;
- (3) Project summary (see Part IV,B.2.a.) (This may be copied directly from the Field 6 on the form submitted with the application; it should not exceed one page in length);
- (4) Project objectives. Do not exceed one page; and
- (5) Description of the problem, background and justification, particularly addressing potential for the project to address the Western Region's priorities; appropriate multi-state/territory

involvement within the Western Region; level of non-pesticidal focus; and level of stakeholder identification as a priority. (May be copied from the application, as long as the three-page limit is not exceeded).

(ii) **Collaborative Arrangements** (attach as PDFs). Formal consulting or collaborative arrangements with others should be fully explained and justified. If the consultant(s) or collaborator(s) are known at the time of application, vitae or resume should be provided. In addition, evidence (e.g., letter of support) should be provided that the collaborators involved have agreed to render these services. The applicant also will be required to provide additional information on consultants and collaborators in the budget portion of the application.

(iii) **Appendices to Project Narrative**. Appendices to the Project Narrative are allowed if they are directly germane to the proposed project. The addition of appendices should not be used to circumvent the text page limitation.

3. Budget.

Please note that indirect costs and tuition remission are not allowed. For further information, see Part IV.D.

a. A budget form is required for each year of requested support and another summing the requested support over all requested years. The R&R Subaward Budget Attachment described in section 6.1 of “[A Guide for Preparation and Submission of CSREES Applications via Grants.gov](#)” should be utilized to provide all the information. Funds may be requested under any of the categories listed on the form, provided that the item or service for which support is requested is allowable under the authorizing legislation, the applicable statutes, regulations, and Federal cost principles, and these program guidelines, and can be justified as necessary for the successful conduct of the proposed project.

b. Budget Justification (Field K on the form; attach as a PDF).

Joint Research-Extension projects must show the proposed breakdown of amounts requested from P.L. 89-106 funds (Research) and Smith-Lever funds (Extension) for each year of funding being requested. Include cumulative project costs over all years, by cost category and funding source (Research and/or Extension).

For any subcontractors the budget justification must include a summary budget and a budget for each year as well as a budget justification (with the same detail as required for the grantee budget).

4. Supplemental Information Form.

a. Program to which you are applying (Field 2 on the Form). Enter the program code name “Western IPM” and the program code “QQ.W”. It is critical for the routing of this application that the program code be entered exactly as stated or the application may not be routed to the intended program.

C. Submission Date and Time

Applications must be received by Grants.gov by COB on December 11, 2006 (5:00 p.m. Eastern Time). Applications received after this deadline will normally not be considered for funding.

D. Funding Restrictions

CSREES has determined that grant funds awarded under this authority may not be used for the renovation or refurbishment of research, education, or extension space; the purchase or installation of fixed equipment in such space; or the planning, repair, rehabilitation, acquisition, or construction of buildings or facilities.

Pursuant to Section 1473 of the National Agricultural Research, Extension, and Teaching Policy Act of 1997 (91 Stat. 981), indirect costs and tuition remission are unallowable costs under Section 2(c)(1)(B) projects and Section 3(d) of the Smith-Lever funded projects, and no funds will be approved for this purpose. Costs that are a part of the institution's indirect cost pool may not be reclassified as direct costs for the purpose of making them allowable.

E. Other Submission Requirements

The applicant should follow the submission requirements noted in the document entitled "[A Guide for Preparation and Submission of CSREES Applications via Grants.gov.](#)"

PART V—APPLICATION REVIEW REQUIREMENTS

A. General

Subsection (c)(5) of the Competitive, Special, and Facilities Research Grant Act (7 U.S.C. 450i(c)), as amended by Section 212 of the Agricultural Research, Extension, and Education Reform Act of 1998, (7 U.S.C. 450i(c)(5)) requires grantees to arrange for scientific peer review of their proposed research activities and merit review of their proposed extension and education activities in accordance with regulations promulgated by the Secretary prior to the Secretary making a grant award under this authority. The application review process conducted by the W-IPM Competitive Grants Program fulfills the scientific peer review and merit review requirements. Additional reviews by the submitting institutions are not necessary.

B. Evaluation Criteria

Application review will be handled at the regional level using a two-part process. The Relevance Panel (Merit Review) will use only the Relevance Statement to review project relevance to regional priorities. The Technical Panel will use applications, but not Relevance Statements, to review project technical merit and feasibility. Successful applications must be strong in both areas. To be funded, an application must meet minimum standards set by both panels. The W-IPM Competitive Grants Panel Manager and the W-IPM Center Director will use this information to recommend project funding, including level and duration, to CSREES. Sections B.1. and B.2., below, delineate the review criteria.

1. Relevance Review

Only the Relevance Statement (described in Part IV.B.2.c(i)) will be used to determine a proposed projects' relevance to program priorities. The panel will consist of up to ten reviewers from within the Western Region representing diverse perspectives including: production, consultants, environmental advocacy, and consumer advocacy; public sector and private sector; research and extension; and traditional pest management disciplines.

The criteria used for the Relevance Review to evaluate Research, Extension, and Joint Research-Extension projects, including Multi-state/Territory and Multi-region Projects (as described in Part II, C., 1-3.) are:

Criteria	Possible Points
<p>a. <u>Potential for the project to address the Western Region’s priorities</u> (see Part I, B., 5. for more detail).</p> <p style="text-align: right;"><u>Maximum Score</u></p> <p>Environmental stewardship and risk management 15</p> <p>Potential for implementation and measurable impact 15</p> <p>Importance and value of the crop system or non-agricultural site(s) to the Region 10</p> <p>Importance of the pest to the crop system, or non-agricultural situation 10</p> <p>Interdisciplinary collaborations 10</p>	60
<p>Explicit link to stakeholder-identified need.</p> <p>b. <u>Level of stakeholder identification as a priority</u> <u>Maximum Score</u></p> <p>No mention of stakeholders in setting the priority 0</p> <p>Mention of stakeholders but no documentation 5</p> <p>Clearly documented as priority of an important stakeholder group 10</p> <p>Clearly documented as an important priority by multiple stakeholder groups 15</p>	15
<p>Focus of the project on development, promotion, or implementation of non-pesticidal tactics.</p> <p>c. <u>Level of non-pesticidal focus</u> <u>Maximum Score</u></p> <p>Will not impact risk in any way 0</p> <p>Has pesticide management focus and could significantly reduce or improve risk 8</p> <p>Focused on non-pesticidal tactics and could significantly reduce or improve risk 15</p>	15
<p>d. <u>Appropriate multi-state/territory involvement within the Western Region.</u> <u>Maximum Score</u></p> <p>Only 1 state/territory involved and 1 would benefit 0</p> <p>Only 1 state/territory involved, but clear case presented that several states would benefit 5</p> <p>Only 1 state/territory involved, but clear case presented that the crop or non-agricultural problem is unique and critical to the state/territory and will provide a model for systems elsewhere 5</p> <p>More than 1 state/territory involved and several would benefit 10</p>	10
Total possible points for Relevance Review:	100

2. Technical Review

A technical panel will review, evaluate, score and rank the applications for technical merit. The panel will consist of research and Extension personnel from outside the Western Region. The panel will include representatives from each major pest discipline, plus appropriate production and social scientists.

The criteria used for Technical Review to evaluate Research, Extension, and Joint Research-Extension projects, including Multi-state/Territory and Multi-region Projects (as described in Part II, C. 1-3) are:

Criteria	Possible Points
<p>Appropriate objectives, design, and methodology. Considerations include: Overall scientific value Will the planned research make a significant contribution to new knowledge or provide a better understanding of existing knowledge? Is the problem clearly presented and literature review adequate? Do the objectives address the problem presented? What is the probability of success? Does the project, as proposed, duplicate on-going projects at other institutions?</p>	30
<p>Are the methods appropriate and sufficient to accomplish the stated objectives? Can the objectives be accomplished in the stated time frame?</p>	20
<p>Degree of interdisciplinary collaboration, including collaboration among research, Extension, private consultants, industry, and the user community. The feasibility of increasing IPM implementation as a result of the project.</p>	20
<p>Evaluation and Implementation Plans <u>Research Applications:</u> Implementation plan: Detail how the research may be applied in the field. --or-- <u>Extension and Joint Research-Extension Applications:</u> Implementation plan: Detail how you are going to apply the research in the field. Evaluation plan: Include an appropriate strategy/process to evaluate the success of the project.</p>	10
<p>Professional competence of the project team</p>	10
<p>Appropriate budget</p>	10
<p>Total possible points for Technical Review:</p>	100

C. Conflicts of Interest and Confidentiality

During the peer evaluation process, extreme care will be taken to prevent any actual or perceived conflicts of interest that may impact review or evaluation. For the purpose of determining conflicts of interest, the academic and administrative autonomy of an institution shall be determined by reference to the current Higher Education Directory, published by Higher Education Publications, Inc., 6400 Arlington Boulevard, Suite 648, Falls Church, Virginia 22042. Phone: (703) 532-2300. Web site: <http://www.hepinc.com>.

Names of submitting institutions and individuals, as well as application content and peer evaluations, will be kept confidential, except to those involved in the review process, to the extent permitted by law. In addition, the identities of peer reviewers will remain confidential throughout the entire review process. Therefore, the names of the reviewers will not be released to applicants.

D. Organizational Management Information

Specific management information relating to an applicant shall be submitted on a one-time basis, with updates on an as needed basis, as part of the responsibility determination prior to the award of a grant identified under this RFA, if such information has not been provided previously under this or another CSREES program. CSREES will provide copies of forms recommended for use in fulfilling these requirements as part of the pre-award process. Although an applicant may be eligible based on its status as one of these entities, there are factors that may exclude an applicant from receiving Federal financial and nonfinancial assistance and benefits under this program (e.g., debarment or suspension of an individual involved or a determination that an applicant is not responsible based on submitted organizational management information).

PART VI—AWARD ADMINISTRATION

A. General

Within the limit of funds available for such purpose, the awarding official of CSREES shall make grants to those responsible, eligible applicants whose applications are judged most meritorious under the procedures set forth in this RFA. The date specified by the awarding official of CSREES as the effective date of the grant shall be no later than September 30 of the Federal fiscal year in which the project is approved for support and funds are appropriated for such purpose, unless otherwise permitted by law. It should be noted that the project need not be initiated on the grant effective date, but as soon thereafter as practical so project goals may be attained within the funded project period. All funds granted by CSREES under this RFA shall be expended solely for the purpose for which the funds are granted in accordance with the approved application and budget, the regulations, the terms and conditions of the award, the applicable Federal cost principles, and the Department's assistance regulations (parts 3015 and 3019 of 7 CFR). **NOTE: Beginning in fiscal year 2007 CRIS Forms AD-416 “Research Work Unit/Project Description-Research Resume” and AD-417 “Research Work Unit/Project Description-Classification of Research”, will apply to both the P.L. 89-106 and Smith-Lever 3(d) funds and will be requested if an application is identified for funding.**

B. Award Notice

The award document will provide pertinent instructions and information including, at a minimum the following:

1. Legal name and address of performing organization or institution to whom the Administrator has issued an award under the terms of this request for applications;
2. Title of project;
3. Name(s) and institution(s) of PDs chosen to direct and control approved activities;
4. Identifying award number assigned by the Department;
5. Project period, specifying the amount of time the Department intends to support the project without requiring recompetition for funds;
6. Total amount of Departmental financial assistance approved by the Administrator during the project period;
7. Legal authority(ies) under which the award is issued;
8. Appropriate Catalog of Federal Domestic Assistance (CFDA) number;
9. Applicable award terms and conditions (see <http://www.csrees.usda.gov/business/awards/awardterms.html> to review CSREES award terms and conditions);

10. Approved budget plan for categorizing allocable project funds to accomplish the stated purpose of the award; and

11. Other information or provisions deemed necessary by CSREES to carry out its respective awarding activities or to accomplish the purpose of a particular award.

C. Administrative and National Policy Requirements

Several Federal statutes and regulations apply to grant applications considered for review and to project grants awarded under this program. These include, but are not limited to:

7 CFR Part 1, subpart A—USDA implementation of the Freedom of Information Act.

7 CFR Part 3—USDA implementation of OMB Circular No. A-129 regarding debt collection.

7 CFR Part 15, subpart A—USDA implementation of Title VI of the Civil Rights Act of 1964, as amended.

7 CFR Part 331 and 9 CFR Part 121—USDA implementation of the Agricultural Bioterrorism Protection Act of 2002.

7 CFR Part 3015—USDA Uniform Federal Assistance Regulations, implementing OMB directives (i.e., OMB Circular Nos. A-21 and A-122, now codified at 2 CFR Parts 220 and 230) and incorporating provisions of 31 U.S.C. 6301-6308 (formerly the Federal Grant and Cooperative Agreement Act of 1977, Pub. L. No. 95-224), as well as general policy requirements applicable to recipients of Departmental financial assistance.

7 CFR Part 3017—USDA implementation of Governmentwide Debarment and Suspension (Nonprocurement) and Governmentwide Requirements for Drug-Free Workplace (Grants).

7 CFR Part 3018—USDA implementation of Restrictions on Lobbying. Imposes prohibitions and requirements for disclosure and certification related to lobbying on recipients of Federal contracts, grants, cooperative agreements, and loans.

7 CFR Part 3019—USDA implementation of OMB Circular A-110, Uniform Administrative Requirements for Grants and Other Agreements With Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations.

7 CFR Part 3052—USDA implementation of OMB Circular No. A-133, Audits of States, Local Governments, and Non-profit Organizations.

7 CFR Part 3407—CSREES procedures to implement the National Environmental Policy Act of 1969, as amended.

29 U.S.C. 794 (section 504, Rehabilitation Act of 1973) and 7 CFR Part 15b (USDA implementation of statute)—prohibiting discrimination based upon physical or mental handicap in Federally assisted programs.

35 U.S.C. 200 et seq.—Bayh-Dole Act, controlling allocation of rights to inventions made by employees of small business firms and domestic nonprofit organizations, including universities, in Federally assisted programs (implementing regulations are contained in 37 CFR Part 401).

D. Expected Program Outputs and Reporting Requirements

In addition to the reporting requirements identified in CSREES “Terms and Conditions” (which is provided to successful applicants as part of the award package), successful applicants will be required to submit a **detailed** yearly progress report and, upon completion of the project, a final technical report to the Western IPM Center as well.

Progress reports for the W-IPM Competitive Grants Program should be 1-2 pages (12-point type or larger, one-inch margins) plus a one paragraph lay summary. In the report, the PD will be expected to demonstrate that progress has been made on the project; to highlight important findings and recommendations made to date; fully describe changes in objectives, procedures, and the time table for completion of the project; etc. The lay summary may be used to promote activities sponsored by W-IPM Competitive Grants Program. **Failure to submit a progress report and lay summary will result in a recommendation to CSREES to reduce or terminate funding.** The W-IPM Center will contact the PD at the time the report is due; initial contact will be approximately one year after the award starting date.

PDs are required to acknowledge CSREES and the Western Regional IPM Competitive Grants Program in all publications or other products that result from funds that are awarded. Reprints or copies of all publications should be sent to the W-IPM Center.

Final reports will be due 90 days after the project termination date. Final reports must be comprehensive and should include data, figures, etc., that document that the proposed objectives have been addressed.

PART VII—PROGRAM CONTACT

Applicants and other interested parties are encouraged to contact:

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PART VIII—OTHER INFORMATION

A. Access to Review Information

Copies of reviews, not including the identity of reviewers, and a summary of the panel comments will be sent to the applicant PD after the review process has been completed.

B. Use of Funds; Changes

1. Delegation of Fiscal Responsibility

Unless the terms and conditions of the award state otherwise, the awardee may not in whole or in part delegate or transfer to another person, institution, or organization the responsibility for use or expenditure of award funds.

2. Changes in Project Plans

(a) The permissible changes by the awardee, PD(s), or other key project personnel in the approved project grant shall be limited to changes in methodology, techniques, or other similar aspects of the project to expedite achievement of the project's approved goals. If the awardee or the PD(s) is uncertain as to whether a change complies with this provision, the question must be referred to the Authorized Departmental Officer (ADO) for a final determination. The ADO is the signatory of the award document, not the program contact.

(b) Changes in approved goals or objectives shall be requested by the awardee and approved in writing by the ADO prior to effecting such changes. In no event shall requests for such changes be approved which are outside the scope of the original approved project.

(c) Changes in approved project leadership or the replacement or reassignment of other key project personnel shall be requested by the awardee and approved in writing by the ADO prior to effecting such changes.

(d) Transfers of actual performance of the substantive programmatic work in whole or in part and provisions for payment of funds, whether or not Federal funds are involved, shall be requested by the awardee and approved in writing by the ADO prior to effecting such transfers, unless prescribed otherwise in the terms and conditions of the award.

(e) The project period may be extended by CSREES without additional financial support, for such additional period(s) as the ADO determines may be necessary to complete or fulfill the purposes of an approved project, but in no case shall the total project period exceed three years for Research projects; five years for Extension projects; and three years for Joint Research- Extension projects as indicated in the terms and conditions. Any extension of time shall be conditioned upon prior request by the grantee and approval in writing by the ADO, unless prescribed otherwise in the terms and conditions of a grant. **Research and Joint Research-Extension projects (funded from P.L. 89-106) cannot be extended beyond the third year. Project periods should be sufficient to achieve objectives without exceeding**

three (3) years. PDs of three-year projects are advised to use available funds prior to the termination of the award.

(f) Unless stated otherwise in the terms and conditions of award, changes in an approved budget must be requested by the awardee and approved in writing by the ADO prior to instituting such changes if the revision will involve transfers or expenditures of amounts requiring prior approval as set forth in the applicable Federal cost principles, Departmental regulations, or award.

C. Confidential Aspects of Applications and Awards

When an application results in an award, it becomes a part of the record of CSREES transactions, available to the public upon specific request. Information that the Secretary determines to be of a confidential, privileged, or proprietary nature will be held in confidence to the extent permitted by law. Therefore, any information that the applicant wishes to have considered as confidential, privileged or proprietary should be clearly marked within the application. The original copy of an application that does not result in a grant will be retained by the Agency for a period of three years. Other copies will be destroyed. Such an application will be released only with the consent of the applicant or to the extent required by law. An application may be withdrawn at any time prior to the final action thereon.

D. Regulatory Information

For the reasons set forth in the final Rule-related Notice to 7 CFR Part 3015, subpart V (48 FR 29114, June 24, 1983), this program is excluded from the scope of the Executive Order 12372 which requires intergovernmental consultation with state and local officials. Under the provisions of the Paperwork Reduction Act of 1995 (44 U.S.C. chapter 35), the collection of information requirements contained in this Notice have been approved under OMB Document No. 0524-0039.

E. Definitions

For the purpose of this program, the following definitions are applicable:

Administrator means the Administrator of CSREES and any other officer or employee of the Department to whom the authority involved is delegated.

Authorized departmental officer means the Secretary or any employee of the Department who has the authority to issue or modify grant instruments on behalf of the Secretary.

Authorized organizational representative means the president, director, or chief executive officer or other designated official of the applicant organization who has the authority to commit the resources of the organization.

Budget period means the interval of time (usually 12 months) into which the project period is divided for budgetary and reporting purposes.

Cash contributions means the applicant's cash outlay, including the outlay of money contributed to the applicant by non-Federal third parties.

Department or USDA means the United States Department of Agriculture.

Grant means the grant award by the Secretary of funds to an eligible organization or individual to assist in meeting the costs of conducting, for the benefit of the public, an identified project which is intended and designed to accomplish the purpose of the program as identified in these guidelines.

Grantee means an organization designated in the grant award document as the responsible legal entity to which a grant is awarded.

Peer reviewers means experts or consultants qualified by training and experience in particular field of science, education, or technology to give expert advice on the scientific and technical merit of grant applications of the relevance of those applications to one or more of the application evaluation criteria. Peer reviewers may be ad hoc or convened as a panel.

Prior approval means written approval evidencing prior consent by an authorized departmental officer.

Project means the particular activity within the scope of the program supported by a grant award.

Project director (PD) means the single individual designated by the grantee in the grant application and approved by the Secretary who is responsible for the direction and management of the project.

Project period means the period, as stated in the award document, during which Federal sponsorship begins and ends.

Secretary means the Secretary of Agriculture and any other officer or employee of the Department to whom the authority involved is delegated.

USDA means the United States Department of Agriculture.

F. CSREES' Grants.gov Implementation Plans

CSREES is continuing to develop its capacity to exchange proposal and grant data electronically with its grantees through [Grants.gov](http://www.grants.gov) and to process, review, and award proposals and grants electronically.

In Fiscal Year (FY) 2006, CSREES offered an electronic application option for select grant programs and partnered with five institutions to use Grants.gov Apply. CSREES utilized the SF-424 R&R (Research and Related) forms package (see 70 FR 9656, published in the Federal Register on February 28, 2005) along with CSREES Agency-specific forms and instructions to receive the electronic applications. These pilot activities were successful and provided lessons for applicants and CSREES.

As a result, for the FY 2007 (October 1, 2006-September 30, 2007) cycle, CSREES is requiring electronic submission through Grants.gov for some programs while providing a Grants.gov option for others. Please visit <http://www.csrees.usda.gov/funding/fy07changes.html> for information about FY 2007 submission requirements by program. For more information about CSREES' Grants.gov plans, including important announcements, program implementation, and detailed requirements, see the CSREES' web site,

http://www.csrees.usda.gov/business/other_links/egov/egov.html. The information on these web sites will be updated as appropriate. It is suggested that the sites be visited periodically for important updates. **For FY 2007, all proposals must be submitted electronically through Grants.gov. See Part IV for details.**

G. DUNS Number

A Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of over 70 million businesses worldwide. A Federal Register notice of final policy issuance (68 FR 38402) requires a DUNS number in every application (i.e., hard copy and electronic) for a grant or cooperative agreement (except applications from individuals) submitted on or after October 1, 2003. Therefore, potential applicants to this RFA should obtain the DUNS number from their authorized organizational representative. They should not ask for or create a separate DUNS number. .

AORs can obtain information about how to obtain a DUNS number from <http://www.grants.gov/RequestaDUNS>. Please note that the registration may take up to 14 business days to complete.

H. Required Registration for Grants.gov

The Central Contract Registry (CCR) is a database that serves as the primary Government repository for contractor information required for the conduct of business with the Government. This database will also be used as a central location for maintaining organizational information for organizations seeking and receiving grants from the Government. Such organizations must register in the CCR prior to the submission of applications via grants.gov (a DUNS number is needed for CCR registration). For information about how to register in the CCR visit “Get Registered” in the web site, <http://www.grants.gov>. Allow a minimum of 5 days to complete the CCR registration.