



Western Region Integrated Pest Management Center

Request for Applications - 2006

Information Networks

Due Date: August 4, 2006

SUMMARY

The Western Integrated Pest Management Center (WIPMC) announces the availability of funds and requests proposals for Information Networks that support the WIPMC. The goals of the WIPMC are: 1) Serve as a focal point for interactive communication, 2) Involve stakeholders in identifying needs and priorities for IPM in serving agriculture, food and natural resource systems, 3) Facilitate the development of knowledge, information, technology, communication, and education to enhance IPM for the benefit of regional stakeholders and the environment, 4) Promote interdisciplinary and multi-organizational collaborations, 5) Facilitate relationships with multiple government agencies, 6) Promote collaboration to minimize duplication of effort, 7) Organize responses to emerging regional issues, and 8) Manage resources to facilitate regional IPM programs and activities.

Four (4) hard copies and one electronic version of each proposal must be **received** by the WIPMC by 5:00 p.m. **Friday, August 4, 2006.**

REQUIRED ELEMENTS FOR EACH PROPOSAL

Each proposal must conform to the format described in Section V. Please read this section carefully and adhere to format and page length requirements.

I. GENERAL INFORMATION

Funding in the amount of approximately \$225,000 is available for this competitive subcontracts program. Proposals are limited to the following states: Alaska, Arizona, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, and Wyoming. Funding is now available for these subcontracts.

Proposals for Information Networks may request funding for one year only. All funds need to be spent by September 14, 2008.

II. REQUIREMENTS

Competitive proposals are solicited to fund information networks. Multi-state and/or subregional collaborations are encouraged. Minimum requirements from each network are:

- Serve as a resource for information about the importance of IPM in local production systems covered by the network.
- Development of an information network that can respond to information requests from USDA, EPA and others within a short time frame (1 day-3 weeks). Typical requests from USDA and EPA relate to pesticide use and usage and alternatives to FQPA impacted chemicals. This information is used by USDA and EPA to make informed regulatory decisions.
- Collaborate and/or coordinate with a diverse group of stakeholders, including extension IPM coordinators, to identify critical (pest management?) issues.
- Maintain a web site for the network. At a minimum, web sites will include: project contact information; links to the WIPMC and other appropriate entities; and a statement of sponsorship by the WIPMC.
- Aid in identification of appropriate individuals to address IPM surveys, crop profiles and Pest Management Strategic Plans (PMSPs).

Networks will be encouraged to participate in the development of IPM surveys, crop profiles, and PMSPs. Participants in the networks will be eligible for other funds on a competitive basis from the WIPMC, as will applicants outside of the networks.

III. EVALUATION AND SELECTION CRITERIA

All proposals received will be acknowledged. A panel composed of non-western region reviewers will be convened in August to review all the proposals. These reviewers are familiar with information networks in other regions. Do not assume that reviewers are familiar with your program, abilities, and past accomplishments. Therefore, you must address each required element and how each element will be completed (see Section V. Procedures).

Proposals will be judged by the following criteria:

1. Relevance to the WIPMC RFA requirements.
2. Feasibility of completing the project objectives within the proposed time frame.
3. Appropriateness and clarity of the requested budget.
4. Backgrounds and qualifications of network leadership in relation to the proposed objectives.

IV. MATCHING FUNDS

Although matching funds are not required, they are encouraged. Any matching funds should be included in your budget narrative.

V. APPLICATION FORMAT

Application must include:

TITLE. Should be brief, clear, and specific. The title must be limited to 100 spaces (letters, punctuation, and spaces between words).

ABSTRACT. Must be a clear summary of the project, its objectives, and procedures for accomplishing the objectives. Include a brief statement of how the proposed project meets the WIPMC RFA. This should appear on the title page and not exceed 1,000 characters or spaces (which, characters or spaces?) in length.

OBJECTIVES. A concise, complete, clear, logically arranged, and numbered series of statements defining the specific objectives of the project.

PROCEDURES. Each numbered procedure statement must correspond with each numbered objective. These statements should outline the essential working plans and methods to accomplish each objective. Phases of the work to be undertaken concurrently should be designated. The procedure statement should show that project needs and plans have been considered carefully and the proposed work has the potential of providing data and information that will permit accomplishing the objectives. Principal Investigator(s) must incorporate measurable goals and outcomes into their projects. This information will provide a basis for the annual evaluation of funded projects.

COLLABORATIONS: Documentation must be included in the proposal to support collaborative arrangements.

CURRICULUM VITAE. Submit a curriculum vitae for the Principal Investigator and any co-P.I.s of no more than 3 pages including relevant publications during the last 5 years.

PREVIOUS WORK AND PRESENT OUTLOOK. Provide a brief summary discussing pertinent experience, including information networking, crop/commodity profiles and pest management strategic plans, the status of current work, additional information needed, and how the project is expected to contribute to this need. The nature of the project and its objectives will determine the ease of predicting success. Where feasible, indicate the likelihood of achieving the objectives in a specified period of time.

OUTCOMES. Identify the expected result of the project and how it relates to the goals of the WIPMC as stated in this RFA.

LITERATURE CITED. Only those publications cited should be listed in this section; 15 literature citations should be the maximum for most projects. To provide uniformity, the following format should be used: Author(s). Title. Journal. Volume: Pages. Year.

LENGTH OF PROPOSAL. Proposals must not exceed five (5) pages in length, excluding Title and Abstract page, Literature cited, CVs, budgets and budget narratives and other attachments. Proposals must be typed in a 12 point (10 cpi) or larger font using 8 ½ by 11 inch paper, single-sided and single-spaced or double-spaced with one inch vertical and horizontal margins. Pages must be numbered beginning with the proposal narrative.

BUDGET. Form CSREES-2004 must be used for submitting the proposed budget. This form, and others may be downloaded with the "Standard Application Kit" at: http://www.csrees.usda.gov/funding/forms_standard.html. A brief budget justification statement (i.e., Budget Narrative) is required and must provide details for each line item in the budget. Indirect costs of up to 20% of the total cost of the project can be supported by these funds. Additional details on budget issues are available, upon request, at the WIPMC office.

ATTACHMENTS. Form CSREES-2002 (Proposal Cover Page) must be attached as a cover sheet. A completed form CSREES-2005 (Current and Pending Support) must also be included for each principal investigator and co-principal investigator. Both forms are available at: http://www.csrees.usda.gov/funding/forms_standard.html.

SIGNATURES. Each proposal must be signed by the appropriate university/corporate officer.

PROGRESS REPORT. Principal Investigators who are currently funded for an information network must submit a progress report to the WIPMC by August 4, 2006. (see my comment on Work Group RFA)

FINAL REPORT. A final report must be submitted to the WIPMC by July 1, 2008. This report should provide the status of all the objectives in the funded project and follow the final report guidelines available on the WIPMC web site www.wipmc.gov.

SUBMISSION OF PROPOSALS. **Four (4) hard copies** (including the original with all required signatures) and **one electronic version** (Word for Windows or RTF) on CD, diskette or by email of each proposal must be received by the WIPMC by 5:00 p.m. **Friday, August 4, 2006.** Facsimile copies are not acceptable. Send proposals to:

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