



Western Region Integrated Pest Management Center

Request for Applications - 2006

Work Groups

Due Date: August 4, 2006

SUMMARY

The Western Integrated Pest Management Center (WIPMC) announces the availability of funds and requests proposals for Work Groups 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 \$80,000 is available for this competitive subcontracts program. Proposals are limited to the following states and territories: Alaska, Arizona, California (except information networks), Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, Wyoming, American Samoa, Federated States of Micronesia, Guam and the Commonwealth of Northern Marianas Islands.

Funding may not exceed two years with year two funding dependent on the WIPMC receiving a one-year no-cost extension. All funds must be spent by September 14, 2008. Funding for individual projects is expected to be in the range of \$5,000 to \$10,000 annually.

II. SCOPE

Competitive proposals are solicited from self-establishing multi-state Work Groups to address information, resource, and research needs in region-wide or broad area categories including: minor crops, major crops, non-crop areas, IPM metrics and/or impact assessments, urban IPM, cropping systems, geographical, school IPM and other issues. Total funds available for Work Groups are \$80,000. Work Groups must enhance communication and collaborations within the region for the IPM topic area being addressed. A Work Group could also coordinate efforts to develop proposals for funding to address critical issues within the western region.

Examples of Work Group topics include the following:

- Identification of western region research and extension priorities that include stakeholder input. These priorities must clearly demonstrate needs in agricultural, natural or urban settings.
- Develop proposals to address western region priorities for submission to funding entities.
- Identify IPM resource and information needs.

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. Do not assume that reviewers are familiar with your program, abilities, and past accomplishments. Clearly identify your objectives and how each objective will be accomplished. Also identify the WIPMC goal(s) your Work Group will address (see Section V. Procedures).

Proposals will be judged by the following criteria:

1. Relevance to WIPMC goals, regional IPM issues and the National IPM Roadmap (<http://www.ipmcenters.org/IPMRoadMap.pdf>).
2. Feasibility of completing project objectives within the proposed time frame.
3. Appropriateness and clarity of the requested budget.
4. Backgrounds and qualifications of Work Group 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 for review by the Review panel.

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 WIPMC goals. 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, status of current work, additional information needed, and how this 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 length 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 should not exceed five (5) pages 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. If requesting funding for two years, a budget form must be provided for each year as well as a combined budget form. 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 from 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 a Work Group must submit a progress report to the WIPMC by August 4, 2006.

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 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 or diskette 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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