

## Utah Extension IPM and Sustainable Agriculture Mini-Grant Program CALL FOR PROPOSALS – 2016

**Deadline: January 18, 2016**

The IPM and Sustainable Agriculture mini-grants support projects that incorporate educational/research and professional development components to solve sustainable agriculture or pest problems on a county or state level. The goals of the mini-grants are to:

1. Accelerate the adoption of IPM and SA practices in Utah via education outreach to other professionals and to the citizens of Utah.
2. Promote the use of IPM and SA systems in land use decision-making.
3. Provide professional development opportunities for Extension faculty.

### Who can apply for funds?

*USU Extension personnel* may apply for projects affecting single or multi-counties. On- and off-campus faculty are encouraged to collaborate.

### Types of Projects Funded

Proposals must incorporate IPM and/or Sustainable Agriculture concepts (see below for definitions), and must include a **professional development** component (such as improving knowledge of project leaders, dissemination of new knowledge to other professionals, etc.)

Proposal types may include a mix of the following:

- Education (online content, written materials, curricula, workshops, etc.)
- Demonstration (farm operation, teaching garden, kiosk, etc.)
- Research

**NOTE: Proposals strictly for research and/or equipment will not be considered.**

Past projects may be found on the IPM website at: [utahpests.usu.edu/ipm/htm/mini-grants](http://utahpests.usu.edu/ipm/htm/mini-grants).

### Length of Funding Period

Project duration is one year (early February 2016 – late January 2017). If a project requires multiple years of funding, a new proposal (and reports) must be submitted each year.

Subsequent funding of multi-year projects is contingent upon submission of a satisfactory report from the previous year and demonstration of adequate progress.

### Funding Information

Proposals may ask for up to \$10,000. Funds come from Utah IPM (\$5,000) and the Western SARE Professional Development Program (\$5,000). They can be used for the following:

- technicians (hourly wages)
- supplies
- travel (including travel to professional meetings to present results)
- development and dissemination of educational materials

Because federal funds are used to support these mini-grants, budget oversight and reporting requirements must follow federal guidelines.

## **Project Expectations**

Successful projects will include all of the following:

- Educational tools (publication, PowerPoint slideshow, web-based materials, demonstration site/signage, or other educational resource)
  - Distribution of these educational tools to other professionals
  - Presentation of project results
  - Completed WSARE project evaluation forms (provided with grant award notification)
  - Proper acknowledgement of WSARE and Utah IPM on all materials produced
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## **What is IPM and Sustainable Agriculture?**

### ***Integrated pest management (IPM):***

IPM utilizes various management tools and technologies to solve issues dealing with pest management (disease, insect, and weed, along with vertebrate) problems. Methods include pest monitoring and cultural, biological, and chemical techniques with an emphasis on reducing broad-spectrum pesticide use.

### ***Sustainable Agriculture (SA):***

Sustainable agriculture promotes good stewardship of natural resources by providing profitable, site-specific farming and ranching methods that strengthen agricultural competitiveness, satisfy human food and fiber needs, maintain and enhance the quality and productivity of soil, conserve soil, water, energy, natural resources and fish and wildlife habitat, and maintain and improve the quality of surface and ground water. It also enhances the quality of life of farmers and ranchers and ensures the viability of rural communities, along with protecting the health and safety of those involved in food and farm systems.

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## **Proposal Format**

Proposals should be brief (maximum of 5 pages) and adhere to the following format:

### *Title*

### *Project Personnel*, which may include:

- Project leader: proposals may have only one project leader
- Project co-leader(s)
- Collaborators (other faculty, producers, others)

### *Justification*

- Brief statement about the problem this project will address
- Target audience (producers, homeowners, professionals, etc.) that will be affected

### *Objectives* (list numerically)

### *Procedures*

- Describe the working plan/description of methods
- Discuss who will perform the duties, including collaborators

### *Educational Products (Outputs)*

- Describe products expected to be produced (web content, fact sheet, poster, published article, signage, demonstration sites, etc.).
- Explain how project results will be presented to peers. All project leaders will be required to present results at one or more of the following:
  - i. Professional meeting
  - ii. Extension agriculture agents state meeting
  - iii. USU Extension Annual Conference “best management practices” session

### *Professional Development*

- Describe in a few sentences, how this project will improve the knowledge of the project personnel and/or of professional colleagues.
- Describe whether outputs will be distributed to other agricultural professionals and stakeholders (presentations, field day, workshop, etc.).

### *Evaluation*

- Describe your plan to measure changes in knowledge and skills of your target audience (professionals and/or stakeholders) as a result of the project

### *Project timeline*

- In a table or list, provide estimated date ranges and what actions will happen in each timeframe (including evaluation and project presentation)

### *Budget*

Provide a detailed budget which includes the following categories:

#### Technician wages

- include hourly rate and total number of hours

#### Supplies

- list products and associated costs
- include any printing or design costs under this category

#### Travel

- include number of trips, mileage, and reimbursement cost/mile
- include costs (where applicable) to present results at a professional meeting (airfare, hotel, per diem)

#### Other

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## **Proposal Deadline/Submission**

Email your proposal by **January 18, 2016** to: Marion Murray, [marion.murray@usu.edu](mailto:marion.murray@usu.edu).

## Proposal Evaluation Criteria

Proposals are evaluated by a committee composed of USU Extension IPM and WSARE staff. Funding is awarded based on the following:

	<i>Points</i>
<i>Justification</i>	10
<i>Objectives</i>	10
<i>Procedures</i>	10
<i>Educational Products, Distribution, and Presentation of Results</i>	30
<i>Evaluation</i>	10
<i>Project Timeline</i>	10
<i>Budget</i>	10
<i>Past performance</i> (if you have never completed a mini-grant project, you will automatically get a score of 10)	10
<b>Total</b>	<b>100</b>

## Funding Notification and Project Timeline

Notification of proposal awards will be made by **early February**. All project expenditures must be completed by **January 30, 2017**.

## Required Reporting

A final report documenting the project's results, educational products, and evaluation results will be due to Marion Murray by **February 27, 2017**.

A guideline for report submission will be emailed to awarded projects in January 2017. The report will include project outputs (publications, images, slideshows, etc.) and WSARE evaluation forms. All materials (except evaluation forms) will be posted on the Utah IPM website.

## Contact Information

Please contact Marion Murray ([marion.murray@usu.edu](mailto:marion.murray@usu.edu), 435-797-0776) or Bob Newhall ([bob.newhall@usu.edu](mailto:bob.newhall@usu.edu), 435-797-2183) if you need assistance with development of project ideas or have any questions about the proposal process.