

AgSEED - Agricultural Research and Extension Leading to Economic Development in Indiana Agriculture and Rural Communities

Request for Proposals 2021

We are pleased to continue the AgSEED program for 2021. AgSEED has successfully funded high-quality research and Extension proposals that have strengthened collaborations across the University. Last year, 20 of the 64 submitted proposals were funded. Proposals from the Colleges of Agriculture, Veterinary Medicine and Health and Human Sciences have been funded through AgSEED. We have reported to the Indiana State Legislature the exciting research and Extension activities happening at Purdue University as a result of AgSEED. For a list of funded projects, please visit <https://ag.purdue.edu/AGSEED/Pages/default.aspx>.

Purdue University's land grant mission thrives on discovery and engagement that is vital to growth in Indiana agriculture and rural communities. Thanks to line item support from the State of Indiana, Purdue's College of Agriculture established AgSEED, an internal competitive grant program to foster Indiana's leadership in plant and animal agriculture and rural growth, especially through entrepreneurial initiatives. The program funds grants based on proposals in Applied Research / Extension and Basic Research.

Approximately one-half of the funding will be used to focus on opportunities that strengthen Extension and applied research conducted in the field or community. We encourage proposals strategically designed to address issues of importance to citizens of Indiana that utilize statewide resources, including Purdue Ag Centers, clinics, and Extension offices in the field. The other one-half of the grants support basic discovery research to lay the foundation for successful future extramural funding support.

Teams of field educators, Extension campus staff and/or PAC superintendents must submit proposals in partnership with faculty. Additionally, we encourage proposals that redesign or redevelop existing Extension programs including field days in ways that enhance impact and modernize methods of delivery and content.

AgSEED funds will be able to support approximately 15 to 18 grants of \$50,000 and a few two-year grants at \$75,000.

AgSEED funding continues to focus on plant or animal agriculture and rural development as described by our strategic themes:

- Building a sustainable and secure food production system
- Utilizing molecular approaches to expand the frontiers of agriculture and life sciences (targeted to plant and animal sciences)

- Developing a robust bioeconomy to feed and power the world
- Enhancing food and health
- Strengthening ecological and environmental integrity in agricultural landscapes
- Facilitating informed decision-making to improve the economic well-being of people, their families, and Indiana's communities

It is essential that proposals are responsive to the details of this RFP. Proposals that do not fit RFP strategic themes will not be funded. All proposals will be treated as new submissions.

Eligibility

The project leader must be faculty (research, clinical, tenured, tenure track), Extension campus staff, county Extension educator or PAC superintendent with at least an MS degree in the Colleges of Agriculture, Health and Human Sciences, or Veterinary Medicine.

Adjunct faculty must collaborate with an eligible project leader. Other personnel on the project can be from any College at Purdue University or from elsewhere within the state, including partnerships with farmers. An eligible individual can only be the project leader on one proposal. Graduate students and / or post-doctorates may not serve as project leaders.

Projects that are conducted on a PAC or clinic need to have a letter of support from the PAC or clinic. PAC operating costs should be covered in your budget. For information on Purdue Ag Centers see <https://ag.purdue.edu/arge/pac/Pages/default.aspx>

All currently funded AgSEED proposals must have project reporting requirements up-to-date at the time of submission of a new AgSEED proposal.

Program Components

Applied Research / Extension Proposals:

Required Components:

- Teams of campus and field-based personnel as collaborators or Co-PIs
- Address a contemporary problem
- Demonstration / outreach component
- Revised Extension programs or new activity
- Metrics to measure and report impact (e.g., economic, social, environmental, publications and bulletins, etc.)
- If a facility manager is not a proposal's PI, a letter of support must be included indicating their willingness to be involved in the project
- Leveraging the AgSEED funds with other funds or in-kind support

Highly Encouraged Components:

- Address issues using multidisciplinary approaches
- Partnerships that provide matching funds/in-kind contributions
- Entrepreneurial activity or potential
- Virtual delivery of materials that may be required to comply with social distancing constraints.

Basic Research Proposals:

Required Components:

- Collaboration with campus or other personnel as collaborators or Co-PIs
- Address contemporary problems

- Innovative / novel idea
- Linked to the strategic themes
- Should be a seed grant to obtain preliminary data to submit a competitive grant or to enhance / start entrepreneurial activities. (Should identify the most likely source of extramural funding.)
- Metrics to measure and report outcome (e.g., proposed grant submissions, publications, potential economic impact, potential startup company, etc.)

Highly Encouraged Components:

- Address issues using multidisciplinary approaches

Proposal Guidelines

Include the following items:

1. **The cover page** should include: the project title, project leader contact information (department, campus address, email, telephone), and names and email addresses of other personnel. Also, check the box to indicate whether the proposal is Applied Research / Extension or Basic Research. The cover page can be found at <https://ag.purdue.edu/agseed/Pages/proposals.aspx>
2. **Abstract** of up to 250 words
3. The **text of the proposal** should not exceed **three (3) pages (excluding the cover page and abstract)**. Use either **Arial 11 or Times New Roman 12 font with one-inch margins**. The proposal can be single- or double-spaced but cannot exceed three (3) pages. The proposal should include the following labeled sections:
 - i. Problem Statement
 - ii. Objectives and Rationale
 - iii. Materials and Methods
 - iv. Summary and Conclusion
 - v. Metrics to Measure Success / Impact (For Basic Research, this includes information regarding the agency / program to which a competitive grant will be submitted. If the end point is a startup company or a patent, identify paths to additional funding. For Applied Research/Extension there should be potential leveraging of funds and economic, social, and/or environmental impacts indicated.)
4. **References** should be **one page or less**. Each reference must include the names of authors (in the same sequence in which they appear in the publication; if there are more than 10 authors, include the first 5, then an ellipsis [...] and the last author), the article and journal title, book title, volume number, page numbers, and year of publication.
5. A **two-page resume** should be provided by the project leader and key personnel. The format described below was adapted from NSF guidelines: <http://www.nsf.gov/pubs/policydocs/pappguide/nsf13001/gpgprint.pdf>

Include:

Name and Email Address

Education

List your undergraduate and graduate education and postdoctoral training.

Positions

List academic / professional appointments in reverse chronological order, beginning with the current appointment.

Products

Include up to five publications, events or presentations (if field-based educator) you have created / conducted that most closely relate to the proposed project.

Related Activities

Include three examples that demonstrate broader impact. Examples could include:

- Previous development of Extension materials and pedagogical methods
- Contributions to the science of learning
- Development and / or refinement of research tools
- Computation methodologies and algorithms for problem-solving
- Development of databases to support research and extension
- Broadening the participation of underrepresented groups

6. Budget form

You DO NOT need to submit a COEUS budget. Do not include any indirect costs (F&A).

- a. Include a **one-page or less description of major expenditures on the budget up to \$50,000 for 1 year proposals and \$75,000 for 2 year proposals.**
- b. Include a description of leveraged dollars.
- c. No more than 50% of the award can be budgeted for student and other allowable salaries (not including fee remits).
- d. **Note:** Funded grants will be required to provide current and pending support to verify that the project is not funded by another source.

See [funding guidelines](#) below.

Submission Guidelines

Please note submissions WILL NOT go through Pre-Award. You will submit your proposal via email to agseed@purdue.edu.

1. Proposals, including abstracts, must be saved as PDFs using this name convention:

Ag2020***Project leader last name*** followed by project category (Applied or Basic)

Example: Ag2021PlautAPPLIED.pdf

2. The PDF must be submitted to agseed@purdue.edu no later than **4 p.m. EDT, Friday, October 2, 2020.**
3. **ALL MATERIALS MUST BE IN ONE PDF DOCUMENT!**

Evaluation Criteria

Evaluation Criteria	Applied	Basic
Scientific soundness; appropriateness of methodology; feasibility of completion; investigator qualifications	20	25
Innovation / creativity	15	15
Leverage of external and other funding sources to accomplish proposed work within timeframe of project	10	5
Likelihood of leveraging future external funding and resources	20	25
Metrics and measurement of impact (for basic research this means publications, targeted grants, etc.)	20	20
Collaboration with campus or other personnel (including Extension Educators or PAC personnel for Applied proposals)	15	10
Total	100	100

Funding Guidelines

- **The funding period is one year and up to \$50,000.** Funding will be awarded in March 2021. If two years of support is essential to the success of the project, \$75,000 in direct costs is allowable. (*Note:* No more than 25% of AgSEED projects will be funded for two years, and the project leader[s] will be ineligible to compete in the 2022RFP should there be one.) In rare cases and with strong justification, funding may exceed indicated levels.
- Funds may be used for:
 - In-state travel
 - Purdue Ag Center operating costs
 - Expenses for research materials and supplies
 - Workshops, webinars, and other extension products
 - Publication and website development
 - Graduate or undergraduate student support, technicians or post-docs (*Note:* There is no guarantee of support in subsequent years for graduate assistantships. Faculty should make arrangements for alternative funding for graduate students in subsequent years.)
 - For individuals on academic year appointments (and without recurring summer support), 10% of the grant can be allocated for summer salary for a single participant and 20% for proposals with multiple participants (e.g., a \$50,000 grant with a single investigator can request up to \$5,000 in summer salary). The salary of Extension Educators and 12-month faculty should not be budgeted.
- **A final report must be submitted within 60 days of the project's completion.** A reporting template will be provided to the project leader. Funding on subsequent projects will not be awarded if a final report has not been completed.

Timeline for Submission

- April 2020 Request for proposals
- **4 p.m. EDT, Oct. 2, 2020** **Submit proposal to agseed@purdue.edu**
- March 2021 Notification of awards and projects begin
- April 30, 2022 Termination date for awarded projects
- June 30, 2022 Final report must be submitted

If you have questions, please direct them to Meredith Cobb:

mcobb2@purdue.edu

(765) 494-3951

For FAQs and a cover page template, please visit:

<https://ag.purdue.edu/agseed/Pages/proposals.aspx>

Acknowledgment

All publications, posters, websites, field day presentations, etc. that result from funding must include the following information:

“This activity was funded by Purdue University as part of AgSEED Crossroads funding to support Indiana’s Agriculture and Rural Development.”

Reviewer Name: _____

AgSEED Applied Research / Extension Evaluation Form

Grant Title: _____

PI / Co-PIs: _____

- Scientific soundness; appropriateness of methodology; feasibility of completion; investigator qualifications (20 points)
- Innovation / creativity (15 points)
- Leverage of external and other funding sources to accomplish proposed work within timeframe of project (10 points)
- Likelihood of leveraging future external funding and resources (20 points)
- Metrics and measurement of impact (20 points)
- Collaboration with campus and field-based personnel (15 points)

Does the Proposal Fit the RFP?

Yes

No

Total Score:

Strengths:

Weaknesses:

Feasibility of Completion in One Year _____ High _____ Low _____ Moderate

Recommendation:

_____ Fund _____ Discuss _____ Do Not Fund

Reviewer Name: _____

AgSEED Basic Research Evaluation Form

Grant Title: _____

PI / Co-PIs: _____

- Scientific soundness; appropriateness of methodology; feasibility of completion; investigator qualifications (25 points)
- Innovation / creativity (15 points)
- Leverage of external and other funding sources to accomplish proposed work within timeframe of project (5 points)
- Likelihood of leveraging future external funding and resources (25 points)
- Metrics and measurement of impact – for basic research this means publications, targeted grants, etc. (20 points)
- Collaboration with campus or other personnel (10 points)

Does the Proposal Fit the RFP?

Yes

No

Total Score:

Strengths:

Weaknesses:

Feasibility of Completion in One Year ____ **High** ____ **Low** ____ **Moderate**

Recommendation:

____ **Fund** ____ **Discuss** ____ **Do Not Fund**

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Please use this cover page when submitting a proposal.

Project Title:

Project leader:

Project leader department:

Campus Address:

Email:

Telephone Number:

Other Personnel (name, department and contact info):

Amount of funding requested:

\$50,000 (1 year) \$75,000 (2 year)

Applied Research / Extension

Basic Research

Are animals being used?

Yes No

Are human subjects being used?

Yes No

AgSEED FAQs

- 1. Will I receive confirmation that my proposal was received?**
Yes, you will receive an email confirmation.
- 2. Can I use pre-award services in putting together my proposal?**
You do not need to provide a formal COEUS budget at the time of submission. If your proposal is selected for funding, you will then work with pre-award to do a COEUS budget.
- 3. Do all personnel on the project have to be located in Indiana?**
Yes.
- 4. Do all personnel on the project submit a CV / bio sketch? What is meant by “key personnel”?**
All individuals essential for accomplishing the work need to submit the requested CV/ bio sketch.
- 5. I am not faculty member but would like to be a project leader on a project involving animal or human subjects; is that allowed?**
If animals or human subjects will be used in research, then faculty oversight is required. If animals or human subjects are used as part of Extension programming, a non-faculty person can continue to serve as the project lead. The project lead will have to follow Extension policies for human and animal subjects in Extension programming.
- 6. My project uses human or animal subjects in research. Do I have to get IRB or PACUC approval before I receive funding?**
Yes.
- 7. If my project is approved for two years of funding, are all funds awarded at the beginning of the project?**
Yes, you will receive all funding in the beginning and will be required to provide an interim report.
- 8. I have been asked to be a part of more than one AgSEED project proposal. Is that OK?**
Yes, you may be on more than one project; however, you may only serve as project leader or co-leader on one project.
- 9. If project funding is pending from another source, can I submit my proposal to AgSEED?**

Yes. However, if both projects are funded, your award will be reduced in areas where the projects overlap.

10. Do I need to submit information on awarded and pending grants?

This information will be requested if your proposal is selected for funding consideration.

11. Should I include letters of support?

Yes, please include letters of support if you have them. They do not count against the three-page (3-page) limit.

12. Should I include fee remissions for graduate students?

Yes.

13. Is travel funding restricted to in-state travel only?

Yes.

14. If I propose a two-year project and it is not funded, would the committee consider one year of funding instead?

No, the committee will base its review on the project as proposed.

15. Is leveraging of funding essential?

Yes, Applied/Extension and Basic proposals should include complementary funding support and/or in-kind support. Basic proposals must also clearly indicate potential future external funding support.