



STATE OF DELAWARE
DEPARTMENT OF AGRICULTURE
2320 SOUTH DUPONT HIGHWAY
DOVER, DELAWARE 19901

W. EDWIN KEE, JR.
SECRETARY

TELEPHONE (302) 698-4500
DE ONLY (800) 282-8685
FAX (302) 697-6287

March 8, 2010

Dear Specialty Crop Producer or Affiliated Person:

The Delaware Department of Agriculture (DDA) announces the 2010 Specialty Crop Block Grant Program to fund projects that solely enhances the competitiveness of Specialty Crops. The Specialty Crop Block Grant Program was established in the 2008 Farm Bill.

DDA has established a competitive grant process to award these federal funds in 2010. The Department will be administering funds totaling \$251,106 for the development of projects that will benefit existing specialty crop producers. Grants will be issued from \$5,000 to \$40,000. DDA will fund projects that can produce the highest degree of measureable benefits to Delaware's specialty crop producers.

DDA is seeking applications from producers, non-profit organizations, government entities, for profit organizations and universities for projects that aim to promote or enhance the production of and access to Delaware specialty crops. Collaboration between these groups will be considered in a positive fashion. An industry based review team will rank the applications for final decision by the Delaware Secretary of Agriculture. Applicants must reside or their business or educational affiliation must be in Delaware.

The Delaware Department of Agriculture will be hosting a Specialty Crop Block Grant Program Workshop at the department on March 29, 2010 at 4:00pm, to answer any questions on the Specialty Crop Block Grant and to discuss the application process.

Both the paper copies and the electronic copy of the grant applications must be received by 4:30p.m. on Monday, May 3, 2009. For questions about the grant application, please contact Jo-Ann Walston at (302)698-4523, or contact me at (302)698-4501. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Ed Kee".

Ed Kee
Secretary



Specialty Crop Block Grant Program – Farm Bill

REQUEST FOR PROPOSAL (RFP)

**Grant Proposal Due Date
May 3, 2010**

Specialty Crop Block Grant Program – Farm Bill
Request for Proposal

TABLE of CONTENTS

	Page
Timeline	1
Program Description	1
Eligibility	1
Funding.....	2
Eligible Grant Projects.....	2
Funding Priorities	2
Review Process and Criteria	3
Grant Awards	4
Reporting Requirements	5
Application Requirements	5
Application Format	6
Application Due Date	7
Attachment A – Application	8
Attachment B – Proposed Budget.....	9
Attachment C – Definition of Specialty Crops.....	10
Attachment D – General Terms and Conditions.....	12
Attachment E – Sample Proposals.....	14

Timeline

March 8, 2010	Release of Request for Proposals
March 29, 2010	Grant Workshop held at DDA
May 3, 2010	Grant Proposals Due to DDA
July 29, 2010	State Plan due to AMS/USDA
September/October	Announcement & Award Grant Agreements

Program Description

The Delaware Department of Agriculture (DDA) is pleased to announce a competitive solicitation process to award Specialty Crop Block Grant Program – Farm Bill (SCBGP-FB) funds for projects that solely enhance the competitiveness of Delaware’s specialty crop industry. Projects should benefit the specialty crop industry as a whole and be able to provide positive impact and measurable outcomes.

Specialty Crops Competitiveness Act of 2004 authorized the USDA to provide grants to States for each of the fiscal years 2008 through 2012 to enhance the competitiveness of specialty crops. These grants are to be utilized by state departments of agriculture solely to enhance the competitiveness of specialty crops.

Specialty crops are defined by USDA as fruits, vegetables, tree nuts, dried fruits, horticulture and nursery crops (including floriculture). Please see Attachment C for a comprehensive list of eligible specialty crops and ineligible commodities under the SCBGP.

Applications for grant funds should show how the project potentially impacts and produces measurable outcomes for the specialty crop industry and/or the public rather than a single organization, institution, or individual. Grant funds will not be awarded for projects that solely benefit a particular commercial product or provide a profit to a single organization, institution, or individual. Single organizations, institutions, and individuals are encouraged to participate as project partners.

Applicants must be a legal entity and have the legal capacity to contract.

Eligibility

This invitation for proposals has been developed to provide all interested parties an opportunity to apply for these funds. Individual producers, producer groups, organizations, and associations, as well as state and local organizations, academia and other specialty crops stakeholders are eligible to apply either as single entities or in combined efforts. Proposals submitted by individual producers must demonstrate that the potential impact of the project will accrue to a broader group of similar producers, region or industry segment. Applicants may

submit more than one proposal. If more than one proposal is submitted, please prioritize the submissions.

According to USDA guidelines, grant funds cannot be awarded for projects that solely benefit a particular commercial product or provide a profit to a single organization, institution, or individual because these projects do not enhance the specialty crop industry's competitiveness.

Applicants must also be able to administer funds according to federal requirements. Visit the USDA website at <http://www.ams.usda.gov/AMSV1.0/getfile?dDocName=STELPRDC5075989> for requirements.

In order to be eligible to participate, applicants must reside or their business or educational affiliation must be in Delaware. Those applicants that are non-profit or for-profit, if awarded a grant, will be required to provide verification of their status.

Funding

Funding Levels: DDA is eligible to receive \$251,106.99 from the AMS/USDA and will award grants from \$5,000 to \$40,000 per project in Delaware.

Matching Funds and In-Kind Contributions: Matching funds are not required; however, we consider the levels and sources of matching funds to be a key criteria for evaluating proposals. We want to make the best use of available resources and will give preference to proposals that demonstrate applicant commitment to the project in terms of cash contribution and that maximize the leveraging of funds.

Indirect Costs: Indirect costs are not allowed.

Project Duration: Projects must be completed within three calendar years and no extensions will be permitted. Projects can not begin until the AMS/USDA has made their official award announcement and a contract between the Delaware Department of Agriculture and sub-grantees has been signed

Eligible Grant Projects

The Delaware Department of Agriculture is looking for grant projects that solely increase the competitiveness of specialty crops in domestic and foreign markets in regards to the following issues specified by the USDA

- Increasing child and adult nutrition knowledge and consumption of specialty crops
- Participation of industry representatives at meetings of international standard setting bodies in which the US government participates
- Developing local and rural agricultural economies, and improving food access in underserved communities

- Improving efficiency and reducing costs of distribution systems
- Developing “Good Agricultural Practices”, “Good Handling Practices”, “Good Manufacturing Practices”, and in cost-share arrangements for funding audits of such systems for small farmers, packers and processors
- Developing new and improved seed varieties and specialty crops
- Investing in specialty crop research, including organic research to focus on conservation and environmental outcomes
- Enhancing food safety
- Pest and disease control
- Sustainability

Review Process and Criteria

All qualifying application packets will be evaluated by the SCBGP Evaluation Committee after the grant application packet submittal deadline. The Evaluation Team will be made up of Delaware industry partners and consumers with the appropriate background and expertise necessary to evaluate project proposals.

The Evaluation Team will use the SCBGP-FB Application Rating Criteria listed to rate the application packets. After the application packets have been evaluated and rated, grant award recommendations will be made to the Cabinet Secretary with the Delaware Department of Agriculture based on the rating and the strength of the project proposal as determined by the Evaluation Team. The Delaware Department of Agriculture Cabinet Secretary will have final say on all projects submitted into the State Plan.

Application Rating Criteria	Maximum Points	Points Received
1. Problem Statement and Specialty Crop Context	20	
Does the applicant define the problem the project is proposing to address? Does the project address the problem? Does this project meet the goal of enhancing the competitiveness of specialty crops?		
2. Project Work Plan	15	
How well do tasks relate to the goals and objectives? Is the timeline reasonable?		
3. Project Description	15	
How well does the applicant describe the project? How well does the applicant define the need for and purpose of the project?		
4. Measurable Outcomes	15	
Does the project include at least two measurable outcomes? How well will the proposed project allow the applicant to quantify and document the project’s benefits and outcomes?		
5. Potential Impact	10	
Does the applicant clearly demonstrate how the project will have an impact on more than one grower? Does the project provide a direct benefit to and how effective will the project be at enhancing the competitiveness of Delaware specialty crops?		

6. Project Commitment and Oversight	10	
Does the applicant demonstrate a strong commitment to the success of the project?		
7. Project Outreach and Sharing results	5	
How well does the project describe a plan for sharing project results? Does the project clearly identify a target audience? Is the outreach plan feasible and effective?		
8. Matching Funds and In-Kind Contributions	5	
Are matching funds or in-kind donations provided or anticipated? How secure is the match?		
9. Budget	5	
Do the budget and budget narrative clearly show how each cost is necessary to the project?		
TOTAL POINTS		

Grant Awards

Notification of Award: Successful proposals will be chosen on the merits of the project as they relate to the published criteria and will be included in the Delaware State Plan which will be submitted to AMS no later than the final deadline which they set for the receiving of applications for approval. Applicants will be notified in writing whether or not their project is selected for inclusion in the Delaware State Plan. Following approval of the Delaware State Plan by AMS, applicants will be notified and applicants will also be sent a Grant Award Agreement to sign. The Delaware Department of Agriculture anticipates that grant awards and notification will be made in the Fall of 2010.

Grant Award Agreement and Payment: Prior to beginning work on the proposed project or receiving funding, successful applicants will be required to sign a Grant Award Agreement with the Delaware Department of Agriculture indicating their intention to complete the proposed tasks and authorizing the Delaware Department of Agriculture to monitor the progress of the proposed project. Grant funds will be distributed by the Delaware Department of Agriculture as soon as the available funds are received from AMS-USDA, which should be in the Fall of 2010.

Grant Award Agreements must be signed and returned to the Delaware Department of Agriculture within 30 days of receipt. Failure to submit an executed copy of the Grant Award Agreement within 30 days of receipt will result in the loss of awarded grant funds, unless the delay was caused by circumstances outside the control of the grantee.

Grant Award Agreements may extend up to three years in duration depending on the type of project. Delaware Department of Agriculture staff will write your grant award agreement based on the information you provide, so it is important that you carefully complete the application packet.

Reporting Requirements

Semi Annual Reports – During the award period grantees shall submit a semi-annual narrative describing the progress in achieving grant outcomes and detailing the achievement of the quantitative performance measures as included in the project proposal. Expenditure reports detailing accurate record of expenditures incurred in association with the proposed project to the Delaware Department of Agriculture’s Specialty Crop Block Grant Program are also required.

Annual Reports – Grantees are required to submit written performance reports annually to the Delaware Department of Agriculture detailing the project status and how grant monies were used to achieve project outcomes outlined in the project proposal submitted with the grant application packet. The first report will be due to the Delaware Department of Agriculture one year from the date the grant agreement between the Delaware Department of Agriculture and USDA is signed. Subsequent annual reports for multi-year projects must be received by the Delaware Department of Agriculture no later than forty five (45) calendar days after the close of each twelve month period. Performance reports must be submitted to the Delaware Department of Agriculture on an annual basis until the project is completed. Performance reports must also include a detailed budget report that tracks all expenditures against the project budget submitted with the grant proposal.

Budget Adjustments – If a project budget adjustment is needed during the project period, a written request may be made to the Delaware Department of Agriculture to reallocate budget funds between budget categories. However, the total budget amount as dictated by the approved grant award cannot be adjusted. Grantees may not spend funds from line items not approved in the Grant Award Agreement. No deviation from the approved budget will be allowed without prior approval by means of a fully executed budget amendment.

Unexpended funds – Grantees who receive advances will return to the Delaware Department of Agriculture the unexpended balance of awarded grant funds at the end of the grant period.

Application Requirements

Each application submitted must include the following sections:

Contact Information/Cover Sheet: See Attachment A.

Abstract - This section should describe the lead agency or organization, goals and objectives of the project in a maximum of 200 words.

Purpose - State the issue, problem, interest, need or opportunity that will be addressed in the project. Explain why it is important and timely. Clearly describe the goals and objectives of the project. Indicate if the project will be or has been submitted to or funded by another Federal or State grant program. If a marketing project is submitted, indicate how it will be assured that the funding is being solely used to enhance the competitiveness of eligible specialty crops.

Potential Impact - Discuss the number of people or operations that will be impacted and how they will be impacted by the project, the beneficiaries and the potential economic impact.

Proposed Budget - Include a detailed budget proposal showing the use of funds. Include a budget narrative describing cost allocations. Budget categories include: personnel, fringe benefits, travel, equipment, supplies, contractual, construction and other. Administrative costs will not be eligible for reimbursement under this grant.

Expected Measurable Outcomes - Describe distinct quantifiable outcomes that directly and meaningfully support the project purpose. The outcome-oriented objective must define and event or condition that is external to the project and that is of direct importance to the intended beneficiaries and/or the public.

Provide a timeframe for when the outcome measures will be achieved and describe how the project outcome will be measured. Describe the plan that will be used to show performance improvements and include a performance-monitoring plan to describe the process of collecting and analyzing data to meet the outcome oriented objectives.

Plan of Work - The plan of work must provide a detailed description of how the proposed project is to be carried out. It should describe the tasks or objectives to be performed, provide a timetable illustrating projected task completion dates, a list of project participants or subcontractors responsible for tasks and location of activities.

Key Personnel - Describe the partnerships, alliances, networks, or other collaborative efforts that will be created to implement this project as well as the specific commitments from each (i.e. in-kind, monetary, labor, etc.). List all parties involved and describe what each contributes to the successful completion of this proposal.

Project Oversight – Describe the oversight practices that provide sufficient knowledge of grant activities to ensure proper and efficient administration of the project.

Project Commitment – Describe how all the grant partners commit to and work toward the goals and outcome measures of the project. Identify how supports this project

Multi-state Projects – If you are conducting a multi-state project; describe how the state are going to collaborate effectively with related projects. Each state participating in the project should submit the project in their State Plan indicating which State is taking the coordinating role and the percent of the budget covered by each State.

Application Format

Application packets must be submitted in entirety. Incomplete application packets will not be given further consideration. Your application packet must include the following:

1. Proposal(s) must be organized and have the requested information in the sequence presented in the Application Requirement section of this Request for Proposal.
2. An entity may submit more than one application packet, but only if the application packets are for completely different projects.
3. Proposal(s) should be typed, single spaced, in 12 pt. font, with one inch margins.
4. Complete application packets are not to exceed 6 pages in length (1 page cover sheet, 4 page project proposal, and 1 page budget)
5. Do not bind application packets. Each application packet must be stapled once in the upper left-hand corner.
6. Submit SEVEN printed complete original application packets and ONE electronic copy of the application packet.
7. The person authorized to receive funds must sign the original copy of the application and all subsequent documents in the grant process.

Application Due Date

The Delaware Department of Agriculture must receive the paper copies and an electronic copy of the completed application packets no later than **4:30 p.m. on Monday, May 3, 2010** *This is not a postmark deadline; application packets must be received by the grant deadline date and time.* No late or incomplete applications will be accepted.

Mail the paper copy of the proposal to:

Specialty Crop Block Grant Program – Farm Bill
Delaware Department of Agriculture
2320 South DuPont Highway
Dover, DE 19901

Mail the electronic version of the proposal in Word via email attachment to:

JoAnn.Walston@state.de.us

Attachment A
Contact Information/Cover Sheet

Date:	Past State or Federal Grant Recipient? If so, what grants?
Project Title:	
Project Coordinator:	
Organization:	
Street Address:	
City, State, Zip:	
Phone:	Fax:
Email:	Federal Tax ID Number or EIN:
Best Way to Contact You: Phone Email (please circle)	
Amount of Funding Requested: \$	
Project Duration (please circle) 1 year 2 year 3 year	
Signature of Person Responsible for the Grant:	

Each application submitted must include the following sections:

- **Abstract**
- **Purpose**
- **Potential Impact**
- **Financial Feasibility**
- **Expected Measurable Outcomes**
- **Plan of Work**
- **Project Oversight**
- **Project Commitment**
- **Multi-State Project** (if applicable)

Attachment B Proposed Budget

Use this sheet to show all project funds, all grant funds, and all matching funds, as well as all sources of these funds. Use Attachment B to explain these amounts.

Name of Applicant Organization: _____

Project Title: _____

Estimated Expenses	SCBGP-FB Funds Requested	Gov't	Business & Industry	Other (Include other grants or in-kind)	Total
A. Personnel (Salaries & Wages)					
B. Fringe Benefits					
C. Travel					
D. Equipment					
E. Supplies					
F. Contractual					
G. Other					
H. Program Income					
TOTAL Project Cost					

Line A - Salaries & Wages: For each project participant indicate their title, the percent of full-time equivalents (FTE) and the corresponding salary for the FTE.

Line B - Fringe Benefits: Indicate the rate of fringe benefits for each salary.

Line C - Travel: Indicate the destination; purpose of trip; number of people traveling; number of days traveling; estimated airfare costs; estimated ground transportation costs; estimated lodging and meals costs; estimated mileage costs for the travel

Line D - Equipment: This category includes items of property having a useful life of more than one year and an acquisition cost of \$5,000 or more. If the cost is under \$5,000, then include these items under SUPPLIES. Provide an itemized list of equipment purchases or rentals, along with a brief narrative on the intended use of each equipment item, and the cost for all the equipment purchases or rentals.

Line E - Supplies: This is anything with acquisition cost under \$5,000 and could be anything from office supplies and software to educational or field supplies. For non-typical materials & supplies items, include a brief narrative of how this fits with the project.

Line F – Contractual: Provide a short description of the services each contract covers and include the flat rate fee OR the total hourly rate fee for each contract

Line G – Other: Provide detailed descriptions of other costs such as conferences or meetings, communications, speaker/trainer fees, publication costs, data collection and other budgeted costs associated with this project.

Line H - Program Income: If program income will be earned on the project, indicate the nature and source of the program income, the estimated amount and how the income will be used to further enhance the competitiveness of specialty crops.

Attachment C

Definition of Specialty Crops

Specialty crops are defined by law as “fruits and vegetables, tree nuts, dried fruits and horticulture and nursery crops, including floriculture.” The tables below list plants commonly considered fruits and tree nuts, vegetables, culinary herbs and spices, medicinal plants, and nursery, floriculture, and horticulture crops. Ineligible commodities are also listed.

This list is not intended to be all inclusive, but rather intended to give examples of the most common specialty crops. It will be updated as USDA gets new questions. Please refer to the USDA-AMS Web site to get the most current list (www.ams.usda.gov).

List of Plants Commonly Considered Fruits and Tree Nuts

Almond	Cherry	Guava	Persimmon
Apple	Chestnut (for Nuts)	Kiwi	Pineapple
Apricot	Coconut	Litchi	Pistachio
Avocado	Coffee	Macadamia	Plum (including Prune)
Banana	Cranberry	Mango	Pomegranate
Blackberry	Currant	Nectarine	Quince
Blueberry	Date	Olive	Raspberry
Breadfruit	Feijou	Papaya	Strawberry
Cacao	Fig	Passion fruit	Suriname cherry
Cashew	Filbert (Hazelnut)	Peach	Walnut
Citrus	Gooseberry	Pear	
Cherimoya	Grape (including raisin)	Pecan	

List of Plants Commonly Considered Vegetables

Artichoke	Collards (including Kale)	Mustard and other Greens	Rutabaga
Asparagus	Cucumber	Okra	Salsify
Bean Snap or Green Lima Dry or edible	Edamame	Pea Garden, English or Edible Pod	Spinach
Beet, table	Eggplant	Onion	Squash (Summer and Winter)
Broccoli (including Broccoli Raab)	Endive	Opuntia	Sweet corn
Brussels Sprouts	Garlic	Parsley	Sweet Potato
Cabbage (including Chinese)	Horseradish	Parsnip	Swiss chard
Carrot	Kohlrabi	Pepper	Taro
Cauliflower	Leek	Potato	Tomato (including Tomatillo)
Celeriac	Lettuce	Pumpkin	Turnip
Celery	Melon (all types)	Radish (all types)	Watermelon
Chive	Mushroom (cultivated)	Rhubarb	

List of Plants Commonly Considered Culinary Herbs and Spices

Ajwain	Cassia	Filé (Gumbo, cultivated)	Oregano
Allspice	Catnip	Fingerroot	Orris root
Angelica	Chervil	French sorrel	Paprika
Anise	Chicory	Galangal	Parsley
Annatto	Cicely	Ginger	Pepper
Artemisia (all types)	Cilantro	Hops	Rocket (arugula)
Asafetida	Cinnamon	Horehound	Rosemary
Basil (all types)	Clary	Hyssop	Rue
Bay (cultivated)	Cloves	Lavender	Saffron
Bladder wrack	Comfrey	Lemon Balm	Sage (all types)
Bolivian coriander	Common Rue	Lemon Thyme	Savory (all types)
Borage	Coriander	Lovage	Tarragon
Calendula	Cress	Mace	Thyme
Chamomile	Cumin	Mahlab	Turmeric
Candle Nut	Curry	Malabathrum	Vanilla
Caper	Dill	Marjoram	Wasabi
Caraway	Fennel	Mint (all types)	Watercress
Cardamom	Fenugreek	Nutmeg	

List of Herb Commonly Considered Medicinal Herbs

Artemissia	Foxglove	Marshmallow	Sorrel
Arum	Ginko Biloba	Mullein	Stevia
Astragalus	Ginseng	Passion flower	Tansy
Boldo	Goat's Rue	Patchouli	Urtica
Cananga	Goldenseal	Pennyroyal	Witch hazel
Comfrey	Gypsywort	Pokeweed	Wood betony
Coneflower	Horehound	St. John's wort	Wormwood
Ephedra	Horsetail	Senna	Yarrow
Fenugreek	Lavender	Skullcap	Yerba Buena
Feverfew	Liquorice	Sonchus	

List of Atypical Nursery, Floriculture and Horticulture Crops

Note: Under the Specialty Crop Block Grant Program (SCBGP), turfgrass sod is not eligible. Under the Specialty Crop Block Grant Program – Farm Bill (SCBGP-FB), horticulture was added to the definition making turfgrass sod and seed eligible.

Christmas Trees	Honey	Maple Syrup	Turfgrass Sod
Cut Flowers	Hops	Tea Leaves	

List of Ineligible Commodities

Alfalfa	Field Corn	Primrose	Soybeans
Barley	Fish (marine or freshwater)	Quinoa	Sugar beets
Borage	Flaxseed	Rapeseed Oil	Sugarcane
Buckwheat	Hay	Range Grasses	Sunflower Oil
Canola Oil	Livestock products	Rice	Tobacco
Clover	Millet	Rye	Tofu
Cotton	Mustard seed oil	Safflower Oil	Wheat
Cottonseed Oil	Oats	Shellfish (Marine or Freshwater)	Wild Rice
Dairy products	Peanut Oil	Sorghum	
Eggs	Peanuts	Soybean oil	

Attachment D General Terms and Conditions

1. Changes: This Agreement may be amended only with the written consent of both parties.
2. Non-discrimination: Grantee may not discriminate on the basis of:
 - a. Political or religious opinion or affiliation, marital status, race, color, creed, or national origin;
 - b. Sex or age, except when age or sex constitutes a *bona fide* occupational qualification; or
 - c. The physical or mental disability of a qualified individual.
3. Drug and Alcohol-Free Work Place: Grantee agrees to comply with Delaware's policy concerning a drug and alcohol-free work place, and shall remain in compliance throughout the term of this Agreement.
4. Termination for Non-Appropriation (Multi-Year Agreements): If funds are not appropriated or otherwise made available to support continuation in any fiscal year succeeding the first fiscal year, this Agreement shall be terminated automatically as of the beginning of the fiscal year for which funds are not available.
5. Termination for Convenience: The Delaware Department of Agriculture may terminate this Agreement in whole or in part, without showing cause upon prior written notice to the Grantee specifying the extent and effective date of the termination. The Delaware Department of Agriculture shall pay all reasonable costs associated with this Agreement that the Grantee has incurred up to the date of termination, and all reasonable costs associated with termination of the Agreement.
6. Termination for Default: If the Grantee violates any provision of this Agreement, the Delaware Department of Agriculture may terminate the Agreement by giving the Grantee written notice of the termination.
7. Delaware Law Prevails: The law of Delaware shall govern the interpretation and enforcement of this Agreement.
8. Record-keeping/Audit: The Grantee shall retain and maintain all records and documents relating to this Agreement for three years after final payment by the Delaware Department of Agriculture hereunder or any applicable statute of limitations, whichever is longer, and shall make them available for inspection and audit by authorized representatives of the Delaware Department of Agriculture at all reasonable times.
9. Severability: It is understood and agreed by the parties hereto that if any of these provisions shall contravene, or be invalid under the laws of the particular state, county, or jurisdiction where used, such contravention or invalidity shall not invalidate the whole agreement, but the Agreement shall be construed as if not containing the particular provision or provisions held to

be invalid in the said particular state, county, or jurisdiction, and the rights and obligations of the parties shall be construed and enforced accordingly.

10. Use/Return of Funds. The Grantee shall use all funds provided by the Delaware Department of Agriculture strictly in accordance with the Agreement and return all funds not used should the Delaware Department of Agriculture decide that Grantee may not carry them over for use the following year. If the Agreement is terminated, the Grantee shall return all funds not used.

Attachment E Sample Proposals

Sample #1

Developing RNA Vaccines to Manage Pepino Mosaic Virus

Applicant:

State University

Abstract:

Partner with State University (the University) to explore the mechanisms of the induced resistance of Pepino mosaic virus in tomatoes and to develop novel immunization approaches to induce the resistance

Project Purpose:

This one year project proposes to develop novel approaches to immunize tomato plants against Pepino mosaic virus (PepMV). Specific objectives are to determine if the naturally induced resistance in tomatoes is mediated by RNA-based immunity, develop two alternate vaccines that can effectively induce the resistance, protect tomato plants from PepMV, and eliminate the risk of late PepMV outbreaks.

Fresh tomato production in the U.S. is valued at \$1.4 billion annually. Tomato production, particularly greenhouse tomato production, has expanded rapidly within the State between 2004 and 2008. However, the emergence of PepMV as a pathogen poses a serious challenge to the tomato industry. Infection by the virus affects the quality of fruit and reduces its size, which results in up to 38 percent of the tomato fruit becoming downgraded.

Some tomato plants have been observed to recover naturally from an early infection. These plants then exhibit neither the symptoms nor the effects of PepMV infection, and continue to produce normal tomato fruit without yield loss, as if they have become resistant. Scientists have observed similar recoveries from viral infections in other plant species. Studies in the last decade have revealed that this type of recovery is due to RNA interference (RNAi). RNAi has the ability to detect and degrade invading viral and other nucleic acids. If the recovery of tomato plants from an early PepMV infection is indeed a manifestation of RNAi-based resistance, it opens up the possibility of immunizing tomato plants with a sequence fragment or an attenuated strain of PepMV.

The University presently has received matching funds from the USDA Special Projects Grant Program to provide one-half salary for the Senior Research Specialist. This individual will coordinate most of the laboratory operations and perform a majority of the laboratory and greenhouse experiments. This project will not be a duplicative effort, but rather enhance the program by providing additional dollars to elevate the part-time position to full time status.

Potential Impact:

With 3,808,556 cartons produced in 2008, the tomato is one of the top ten commodities in the State. Diseases and pests have caused major problems for fresh tomato production in the State, resulting in financial hardship for some growers. Smaller growers are facing these problems as well. Developing effective and practical means to control PepMV, as proposed in this project, will provide timely and much needed assistance to the State tomato growers. By managing the viral disease, growers will be able to improve tomato yield and quality, consequently increasing profits. In turn, these operations will attract more businesses to the State, making the State's tomato industry more competitive.

Expected Measurable Outcomes:

Characterize the natural resistance of tomatoes to PepMV and develop a vaccine to protect tomato plants from PepMV (**GOAL**) in fresh tomato production. No such knowledge and technology currently exist

(**BENCHMARK**). To disseminate this new knowledge and technology, research findings will be presented to over 100 growers at the 2010 annual Agricultural Center Field Day and over 1500 scientists at the 2010 annual American Phytopathology Meeting (**TARGETS**). The success of the project will be measured by attendance (**PERFORMANCE MEASURE**) at both meetings.

Work Plan: Project Activity	Who's Responsible	Timeline
Determine if RNAi is involved in the natural resistance	University Researchers and Students	Sept. 2009 – Jan. 2010
Construct an infectious cDNA clone for PepMV	University Researchers and Students	Oct. 2009 – Jan. 2010
Construct an RNA immunization vector	University Researchers and Students	Jan. 2010 – Feb. 2010
Develop an attenuated PepMV strain	University Researchers and Students	Jan. 2010 – May 2010
Test the efficacy of the immunization vector	University Researchers and Students	March 2010 – June 2010
Test the protection of tomato plants using the attenuated PepMV strain	University Researchers and Students	June 2010 – Aug. 2010
Results presentation at APS	Project Investigator	Aug. 07-10, 2010
Results presentation and dissemination at AC field day	Project Investigator	Nov. 6, 2010

Budget Narrative (Total \$63,523.00):

Personnel (\$27,000.00)

Expenses of \$21,000.00 are requested for one half-time Senior Research Specialist (0.5 FTE) who will coordinate most of the laboratory operations and perform a majority of the laboratory and greenhouse experiments. Additionally, the specialist will be responsible for data entry and record keeping. An additional \$6,000.00 is requested to support two undergraduate student researchers. The undergraduate students will work in Dr. Jones' laboratory and learn experimental skills while assisting the Project Investigator (PI) and the research specialist in various aspects of the project.

Fringe Benefits (\$9,585.00)

The current fringe benefit rates at the University are 44.74% (\$9,387.00) for the research specialist, 3.3% (\$198.00) for undergraduate students.

Travel (\$1,608.00)

Total funds of \$518.00 are requested for in-state travel to conduct field surveys of PepMV in City X (2 overnight trips) and in City Y (2 day trips) and to attend the annual Agricultural Center Field Day (1 day trip). The total in-state travel cost will consist of car rental (7 days @ \$32.00/day), lodging (2 nights @ \$60.00), and food (6 days @ \$29.00/day). In addition, \$1,090.00 in out-of-state travel funds are requested to defray the travel expense for the PI or designee to attend and present their research findings at the annual American Phytopathological Society meeting in Nashville, TN in 2010. The cost comprises of flight from City Z to Nashville (\$350.00), lodging (5 nights @ \$99.00), and food (5 days @ \$49.00/day).

Equipment (\$5,000.00)

For the purchase of a 96-well thermocycler to accommodate the large numbers of PCR-related experiments outlined in the project. The University donates the use of one ultra-high speed centrifuge, two high speed centrifuges, and three microcentrifuges, and one Biorad iCycler real-time PCR system (with a usage value of \$20,000.00) for the entire duration of the project as matching contributions for this project. All the equipment listed above is required for completion of the project.

Supplies (\$14,830.00)

The cost of greenhouse supplies for growing tomato plants are estimated at \$500.00. This includes 400 pots, soils (10-50 lb bags), and fertilizers (Osmocote, 5 lb). Laboratory supplies including chemicals, biochemicals, molecular biology reagents, enzymes, columns for RNA and DNA isolations, plant and bacterial media, plastic- and glass-ware, gel boxes and trays, are estimated at an average cost \$1,000.00 per month (\$12,000.00 per year). Funds are also requested for two sets of Gilson Pipetteman (each set consisting of 4 pipettes ranging from 1 μ l to 1000 μ l, \$1,165.00 for each set), totaling \$2,330.00.

Other (\$5,500.00)

A total of \$2,500.00 is requested to defray partial costs of publishing the results generated from the project. In addition, \$3,000.00 is requested for rental of the transgenic greenhouse at the University Agricultural Center (\$250.00 per month) which is necessary to carry out experiments on tomato plants.

Matching Funds

The University will contribute \$17,472.00 to this project, which consists of 20% of the PI's salary and fringe benefits.

Project Oversight:

The PI has extensive experience working with RNA viruses, RNAi-mediated viral resistance in plants, and molecular characterization of viral genes and functions. The experiments outlined in this project are well within his area of expertise. The PI will direct and implement the project. Weekly meetings will be held between the PI, a research specialist, and other lab members involved in this project to assess its progress, and quarterly progress reports will be posted on the proposed website. The PI will periodically consult with the Departmental Business Manager to ensure that expenditures remain within budget categories and that funds are spent appropriately.

Project Commitment:

The project PI, will commit 0.2 FTE to administer the project, to supervise and conduct proposed experiments, to perform required data analyses, and to communicate research progress and findings to the sponsoring agency. Additionally, 1 FTE research specialist and two part-time undergraduate researchers will work on the proposed project. The administrative personnel at The University have extensive expertise in overseeing and administering contracts and grants from a variety of organizations.

Sample#2

Measuring Irrigation Water Quality on Fruit and Vegetable Farms

Applicant:

ABC Private University

Abstract:

Partner with State B, C, D, E, F, and G to objectively measure the quality of irrigation water used on fruit and vegetable farms in several states to help shape future irrigation water standards, improve on-farm risk assessment, provide strategies for implementing a water testing program, aid in interpreting water testing results, and provide assistance for understanding when mitigation strategies should be adopted.

Project Purpose:

This project is focused on the collection of scientific data on irrigation water quality in the seven states to contribute to the National Irrigation Database organized by the National GAPs Program at Cornell University for fresh fruit and vegetable production in the National Food Safety Program. Consequently, this activity may help shape future national irrigation water standards. Moreover, educational workshops on irrigation water quality management will be provided to Extension professionals and producers. This effort will improve on-farm risk assessment, provide strategies for implementing a water testing program, aid in interpreting water testing results and provide assistance for understanding when mitigation strategies should be adopted.

Fruit and vegetable crops tend to be irrigated with surface water sources, such as ponds and streams. While there is concern with all sources of water for pre-harvest use, surface water has a higher probability of being exposed to more fecal contamination than ground water. This is expected to pose greater human health risk than irrigation water from deep aquifers with properly constructed and protected wells. In most cases, the sanitary quality of surface water used for irrigation is not known because it is not regularly tested.

This project has not been submitted to or funded by another Federal or State grant program.

Potential Impact:

Contamination of fresh fruits and vegetables with pathogens can occur anywhere in the supply chain, and once it occurs, it is difficult, if not impossible, to remove. The FDA Produce Safety Action Plan states that the most likely points of contamination of high risk commodities by key pathogens occur during pre-harvest production. Among these points, one of the most likely potential mechanisms of *E. coli* O157:H7 and *Salmonella* contamination is water (irrigation or flooding/runoff from adjacent land).

The fruit and vegetable industry accounts for nearly \$75,000,000 in annual sales and is comprised of over 5,000 farms over the seven involved states. This project will impact the local and regional fruit and vegetable industry by providing an objective assessment of the quality of water currently used for irrigation, evaluating the ability of currently-used criteria to discern contamination by key pathogens and providing information to Extension professionals and producers to improve on-farm irrigation water management. Furthermore, by maintaining buyer and consumer confidence in and demand for fruit and vegetable production in the State will potentially enhance farm viability and profits.

Expected Measurable Outcomes:

The **GOAL** of this project is to participate in the development of a National Irrigation Database. The database will provide new scientific data to support comprehensive efforts by the produce industry and public health regulators to create meaningful and realistic water quality standards that minimizes microbial food safety hazards to fresh and fresh-cut vegetables posed by surface irrigation (**TARGET**). There has not previously been an effort to measure current irrigation water quality (**BENCHMARK**). Irrigation water samples will be taken four times during the production season. Results will be compiled

and analyzed by crop, region, source and time of sampling. These results will be added to the National Irrigation Database (**PERFORMANCE MEASURE**).

Work Plan:

Baseline water quality data will be collected four times during the production season on water samples on 10 farms in each of 3 geographically diverse regions of the State, with varied irrigation sources (rivers, ponds, lakes, streams, wells, springs, etc.). A total of thirty farms will be chosen for each year of the project, providing data from 60 farms over the 2 year life of the project. This data will be added to the National Irrigation Database developed by the National GAPs Program at Cornell University.

Quality analyses will include quantified generic *E. coli*, specific conductance, turbidity and pH and will be performed by certified private laboratories capable of these analyses. Since one of the objectives of this project is to educate growers and farm managers about the importance of on-farm irrigation water management practices for microbiological criteria, this is a perfect opportunity to conduct one-on-one training for water sampling with individual growers. Repeated site visits will provide training reinforcement and quality control. A minimal component site survey and adjacent land-use analysis for potential water quality impacts will be conducted at each sampling site. The site evaluation template will be adopted from the USDA GAP audit checklist.

April 2010 to September 2011

2010

(April – September)	Collect irrigation water samples from 10 farms in each of 3 geographic regions, four times over the production season (10 farms x 3 regions x 4 sampling times= 120 samples)
(August – November)	Develop workshop materials and factsheets for water sampling, testing and mitigation strategies to reduce microbial load
2011	
(April – September)	Collect irrigation water samples from 10 farms in each of 3 geographic regions, four times over the production season (10 farms x 3 regions x 4 sampling times= 120 samples)
(August – November)	Provide workshops on irrigation water quality and management for Extension professionals and growers in 3 regions

Budget Narrative (\$54,576.00): Budget Item	2010	2011	TOTAL
Personnel*			\$ 9,480.00
Student Assistant	\$ 4,680.00	\$ 4,800.00	
Fringe Benefits*			\$ 3,792.00
Benefits (40%)	\$ 1,872.00	\$ 1,920.00	
Supplies*			\$ 1,750.00
Supplies	\$ 1,750.00	\$ 0.00	
Travel*			\$ 9,000.00
Travel	\$ 3,750.00	\$ 5,250.00	
Contractual*			\$ 22,960.00
XYZ Laboratories (water testing)	\$ 11,980.00	\$ 10,980.00	
Other Costs*			\$ 3,050.00
Shipping Costs	\$ 550.00	\$ 0.00	
Publication Costs	\$ 0.00	\$ 1,000.00	
Workshops, Materials, and Media	\$ 0.00	\$ 1,500.00	
Funds Requested	\$ 24,582.00	\$ 25,450.00	\$ 50,032.00

Indirect costs (8.3% allowable)	\$ 1,978.00	\$ 2,566.00	\$ 4,544.00
TOTAL FUNDS REQUESTED	\$ 26,560.00	\$ 28,016.00	\$ 54,576.00

****Personnel Narrative***

We plan to hire one student to assist with this project through data entry and training preparation. In 2010, this individual will work a total of approximately 4 hours per day at \$13.00 per hour for 2 days per week for 45 weeks (**\$4,680.00**). In 2011, the student assistant will maintain the same wages; however, he or she will also receive a stipend of \$120 to attend and present at one of the grower workshops for a total of **\$4,800.00**.

****Fringe Benefits Narrative***

The fringe benefit rate for the student assistant is 40 percent; therefore, in 2010 the project will pay **\$1,872.00** for the student assistant and **\$1,920.00** for 2011.

****Supplies***

Dr. Joe Smith and his research assistant will need research supplies such as sample tubes, boxes and trays for transportation, and water samplers. These items will total **\$1,750.00**.

****Travel Narrative***

ABC Private University's established automobile mileage rate is \$0.40/mile. To complete the objectives of this project, the project staff will need to travel an average of 170 miles in the eastern region of the State, 360 miles in the central region of the State, and 620 miles in the western region of the State. This is a total of 1,150 miles for one trip or \$460 (1,150 miles x \$0.40). There will be a minimum of 4 trips per year for a total of **\$1,840** along with an additional average 200 miles per region to collect samples from each farm for a total of **\$960** (4 trips x 3 regions x 200 miles x \$0.40). There will be 4 trips to the central and western regions that requires 2 nights at hotels. These charges will total **\$560** (\$70/night x 8 nights). ABC Private University's Per Diem rate for meals (\$39/day), while traveling for 10 days, will total to **\$390** (\$39/day x 10 days). Each of the items included in the Travel, Training, and Workshop section totals to the amount of (**\$3,750.00**) for the 2010 budget.

The sampling travel costs will be the same for the 2011 budget; however, additional costs for travel to two workshops in each region (one for Extension agents and one for growers). The eastern region will not require travel costs; therefore, the total amount needed for travel to 2 regions for 2 workshops is \$375 per event for a total of **\$1,500.00**. Consequently, the 2011 budget is **\$5,250.00** (\$3,750 + \$1,500).

****Contractual Narrative***

We will contract with XYZ Laboratories in order to perform the water analysis of all the samples gathered by the project investigators. This quality analysis will be performed for a flat rate of **\$10,980** per year of the project for a total of **\$21,960.00** (\$10,980 x 2).

Each lab that enters data will need a secure password and some training for data input. This will have an initial cost (approximately **\$1,000.00**). Currently quality control procedures are performed for all data entered into the database with the lab data form. This too requires time, but is not necessary once the lab understands the data entry portal and how it works.

****Other Costs Narrative***

There are certain areas in the State that are considered to be inadequate for transferring water samples by vehicle. The cost associated with shipping these samples is **\$550.00**.

In year 2, workshops will be offered for Extension professionals through train-the-trainer sessions and growers in each of the 3 regions of the state, covering proper irrigation water sampling, choosing the proper sanitary water tests, interpreting the test results and selecting mitigation strategies (**\$1,500.00**). Training materials will be developed both for hard-copy and web dissemination.

Presentations will also be developed for the workshops and available to the Extension professionals for use in their home counties (\$1,000.00).

Project Oversight:

Dr. Doug Smith will oversee the advancement of this project, which will include data collection, analysis, and outreach activities. The labs doing the analysis will have access to the database so the data can go directly into the database. Dr. Doug Smith also will work directly with growers and Extension professionals across the state to sample water from fruit and vegetable farms using various irrigation sources. Outreach programs will be offered to growers for implementing water testing programs, interpreting water test results and understanding when mitigation strategies should be adopted.

Project Commitment:

Project partners are committed to the implementation of all aspects of this water quality project. In fact, there has been a Memorandum of Understanding signed between all States involved in this project to ensure the quality of the cooperation between these entities. The ABC Private University will lead implementation of the overall multi-state endeavor. Specifically, it will be responsible for the research, information, and outreach.

Multi-State Project:

Total Grant Request: \$204,576.00

The State: \$54,576

State B: \$25,000

State C: \$25,000

State D: \$25,000

State E: \$25,000

State F: \$25,000

State G: \$25,000

The project proposed here is intended to help fill the nationwide irrigation water quality knowledge gap by compiling and analyzing water samples for generic *Escherichia coli* (*E. coli*) densities, pH, specific density and turbidity that will be incorporated into the National Irrigation Database. Collaborators in six other states are interested in participating in this nationwide effort. The states involved agreed to pursue funds to complete water quality work and enter data for the National Food Safety Program.

Specifically, the State has partnered with ABC Private University to act as the coordinating organization of this network of seven different states. ABC Private University will work with a board of water quality specialists that represent each state. The board has members and associates serving on committees including research, analysis, and outreach activities for the National Irrigation Database. This project has the full support of each participating States' Departments of Agriculture. The State will take the coordinating role in monitoring the progress of this project.

Sample #3

Establish a Super Berry Market in the State

Applicant:

Jane Smith

Abstract:

This project is designed to increase the production of organic Super Berries, aronia, saskatoons, raspberries, elderberries, currants and gooseberries in the State. This will be completed through the research and test value added products as well as the design an organic berry producers' interactive website in order to share methods, growing tips, and organic opportunities.

Purpose:

Nutritional antioxidant-rich foods are growing in demand from the consumer marketplace due to the health benefits and medicinal nature that super foods provide. Fruits containing high levels of anthocyanins and flavonoids with beneficial nutrients such as antioxidants, polyphenols, minerals and vitamins, are known as Super Berries. Research found that such berries contain compounds that fight degenerative diseases, heart conditions, and cancer. Research also indicated that consumer demand exceeds production levels producers can provide and that demand is expected to grow. Most super fruits in the market today are imported from other countries making them difficult to obtain.

For these reasons, it is becoming increasingly necessary to expand berry acreage that will produce Super Berries. It is important that we foster the development of this market for the State and the Region. Since this is a new endeavor, the submitted proposed project has not been presented to or funded by another Federal or State grant program.

Potential Impact:

There are growers presently in adjoining states producing limited amounts of aronia berries; however, the market is still in its infancy. To our knowledge, we are the only producers of the aronia, saskatoon and elderberries in the State. This grant will enable us to increase production efforts, which increase formal alliances with other area producers in order to obtain contracts with large juice and health/wellness processors.

Most berry plants take 2-4 years before their first measurable harvest; therefore, traditional farmers are reluctant to commit production farm ground to this type of specialty crop. It's our belief that as the market grows, the potential will be seen and farmers may be more willing to plant the healthy, alternative crop on their non-productive terrain as these berries thrive in timber woodlands, sand/gravel loams, etc. and can provide an additional income stream while taking up a minimal amount of acreage in order to be successful.

Each mature aronia bush produces up to 40 pounds of berries. We plan to increase production level to 2500 lbs of berries and help meet consumer demand.

Expected Measurable Outcomes:

The **GOAL** of this project is to increase the number of growers and producers of Super Berries.

Currently, there is only one known grower of Super Berries in the State (**BENCHMARK**). As such, we will assist in the establishment and development of 3 to 4 additional Super Berry producers by fall 2011 (**TARGET**). This growth will be tracked through the creation of partnerships and berry establishments through the grant period (**PERFORMANCE MEASURE**).

Another **GOAL** of this project is the design and growth of an online web portal to increase the awareness of Super Berry potential and related health benefits. There is not any current **BENCHMARK** data for the website portal; however, we expect approximately 150 website hits each month and an increase in the number Super Berry plant sales (**TARGET**). Project staff will track the monthly, website hits during the

winter of 2011 through a tracking tool after the website is established in the fall 2011
(**PERFORMANCE MEASURE**).

Work Plan:

This project is planned to be executed in Spring of 2010 if funds are made available and activities will commence in late Fall 2011 with the exception of monitoring outcomes which will continue until Winter 2011.

- Spring 2010 – Fall 2012 – Jane Smith and Ronald Smith will make efforts to gain/share knowledge, build relationships with area farmers, alternative crop producers and institutions interested in research and development.
- Jane Smith and labor will prepare ground to be planted in spring of 2010 after ground thaw. This requires equipment rental, time/labor.
- Jane Smith and labor will purchase plants and plant in two separate plantings; May and September.
- Jane Smith and labor will cage and stake individual seedlings after each planting with possible mulching.
- Jane Smith will research organic farming requirements and apply for organic certification.
- Spring 2010 – Jane Smith and web design and maintenance contractor will design and maintain web portal to increase awareness, share opportunities and increase marketability and launch web portal in fall 2011.

Outreach activities will be performed on a continual basis. These activities will include on-farm demonstrations and tours for potential producers as well as trips to establish partnerships with other Super Berry producers.

Budget Narrative – (Total \$13,390.50)

Travel (\$1,725.50)

Travel is required to establish partnerships, research and observe growing methods and organic opportunities of Super Berry plantations. We will also attend the annual aronia berry festival held in Sept. 2010 that includes guest speakers from around the country on the super berry potential, health benefits, marketing and organic opportunities.

Purpose of Trip: 4 trips to the X Berry Farm in City A in State B as it is the largest super berry plantation in our region. These trips would be to pick up plants, examine how the berry farm is managed, organic fertilizer options and demonstrations of the equipment needed for a super berry plantation.

Number of people travelling: 2

Number of days travelling: 2

Estimated lodging and meals: lodging \$200 and meals \$100

Estimated mileage: 800 miles @ \$.45/mile

Purpose of Trip: Tour other alternative sustainable farms in our region to educate ourselves on how other sustainable farmers manage their acreages. This will assist in developing partnerships with other growers.

Number of people traveling: 2

Number of days travelling: 1 day

Estimated Mileage: 400 miles @ \$.45/mile

Estimated lodging: Meals: \$80

Purpose of Trip: Attend 3-4 sustainable garden tours such as the Horticulture Exposition held in City A in State B in the spring of each year. Such tours also exist in City C in State B.

Number of days traveling: These tours are usually 2-3 day events where guest speakers come from across the country to speak on various gardening and sustainable farming subjects.

Estimated Mileage: 850 miles @ \$.45/mile

Estimated lodging and meals: 3 nights lodging \$300 and meals \$125

Supplies (\$8,040.00)

	Grant Resources	Applicant Resources
2000 Additional Super Berry Plants @ \$2.00 average wholesale cost each	\$ 2,000	\$ 2,000
Organic fertilizer purchase	\$ 1,000	\$ 1,000
Temporary, reusable plant surrounds for wildlife protection (deer/rabbits) from young berry plants 24 rolls 24" x 150' galvanized mesh wire @ \$35 per roll.	\$ 420	\$ 420
Ground garden staples to hold caging material down 4 boxes (1000/pack) \$59.99 each	\$ 120	\$ 120
Canning jars, pectin, sugar and items needed for recipe testing and researching marketable organic products (jams, juice blends, fruit chews, nutritional supplements)	\$ 1,500	\$ 1,500
Supply rental and labor to prepare ground necessary for planting, some tree removal and tillage.	\$ 3,000	\$ 3,000
TOTAL	\$ 8,040	\$ 8,040

Contractual (\$3,625.00)	Grant Resources	Applicant Resources
2 year Domain name purchase (\$70.00) + Internet/hosting fees for 2 years @ \$49/month	\$ 625	\$ 625
Website Design & maintenance: Online web portal for organic berry producers to network, share methods, growing tips, organic opportunities.	\$ 3,000	\$ 3,000
TOTAL	\$ 3,625	\$ 3,625

Project Oversight:

Jane Smith will oversee the plantings and establish partnerships, research and observe growing methods, and organic opportunities of Super Berry plantations. She will also prepare quarterly reports on the developments resulting from the activities of this project.

Project Commitment:

Having owned other successful business ventures over the years, Jane Smith Farms has always grown businesses slowly but debt free, ensuring all funds are spent wisely and appropriately with a separate business account. These practices will be continued in order to ensure that the funds from the SCBGP are used solely for this project.

Sample#4

Training Series to Increase Local Fruit and Vegetable Production at the Local Market

Applicant:

Specialty Crop Extension Organization

Abstract:

Educate current and potential farmers about transitioning to specialty crop production for local consumption.

Project Purpose:

In order to meet the growing demand for locally-produced, fresh fruits and vegetables in the local area, the project will support farmers that plan to convert to specialty crops by providing educational workshops and field visits to commercial vegetable/fruit farms and field trips to the State University Research and Extension Center. Particularly, the focus will be on these growers need of an agricultural enterprise that can reliably generate profit. A successful transition to a comparable crop is needed to ensure that the economic well-being of these growers is preserved. Local producers in the State were dealt an unpleasant hand last year, when their longtime buyer, Corporation A, informed the State producers that no further contracts would be issued in the State. This created uncertainty in the establishment of a buyer willing to pay a fair price for local crops. The 2007 USDA Census of Agriculture reported that at least 25 percent of the State's crop production will be affected by this change in purchaser. As such, Corporation A's withdrawal will have an incredible impact on the value of agricultural production for this area of the State.

Fortunately, the growth in the number of farmers' markets and community supported agriculture ventures in this region currently outpaces the national average and local retailers and institutional buyers continue to seek locally grown fruits and vegetables. In fact, some producers are dabbling in specialty crops like sweet corn and melons, which increasingly requires a strong educational effort to inform these farmers of the challenges that they will face in their transition. This project has not been submitted for funding elsewhere.

Potential Impact:

The local fresh fruit and vegetable market is far from saturated and this project has the potential to impact not just participating farmers, but also local consumer markets throughout the west-central region of the State. Specifically, the farmers/potential producers that participate in the project will directly be impacted by becoming more knowledgeable about production practices and marketing options. There are currently more than 150 producers in the State, and 100 of these growers are members of the Commodity of America (CA) and/or the Growers Association (GA). Also, 40 new producers (not members of CA or GA in the State) have been identified. Because the value of specialty crops in comparison to traditional row crops is considerably higher, participants that elect to pursue fruit/vegetable production over other on-farm enterprises will increase their profit potential, thereby increasing their quality of life. Most importantly, former producers will become more confident in their ability to produce and market crops with a similar economic value.

Expected Measurable Outcomes:

Participants will become more knowledgeable about production practices of various specialty crops including vegetables and fruit (**GOAL**). They will also increase their awareness of specialty crop marketing opportunities. Currently, there is not any **BENCHMARK** data to compare this increase in knowledge or awareness; therefore, these short-term outcomes will be measured through a pre- and post-assessment of the participants' knowledge and awareness concerning production practices and marketing. We plan to achieve an increase of 75 percent in both knowledge and awareness (**TARGET**). These surveys will utilize multiple choice and yes/no questions as well as the Likert Scale in order to collect data (**PERFORMANCE MEASURE**).

Work Plan:

There are two primary parts of this project: 1) Educational Workshops held at the County University Extension Center, and 2) Two in-season Field Visits to commercial vegetable/fruit farms and Field Trips to the State University Research and Extension Center. Additionally, participants in the project will be granted admission to the 2010 Specialty Crop Conference.

Workshops (November and December 2009)

The workshops will be a concerted effort on the part of the Extension's multidisciplinary faculty, other state institutions dedicated to nurturing the furtherance of State specialty crop production (University Extension), and industry personnel. There will be a total of three 4 hour workshops.

The first workshop will cover production practices for specific specialty crops commonly seen in the local food market (corn, tomatoes, beans, melons, etc.) Participants will gain a fundamental understanding of the production schedules for these crops from transplant production to harvest. University Extension Specialists committed to presenting information on production practices and profitability include Dr. Joe Smith, Horticulture Specialist, and Dr. Jane Smith, Horticulture Specialist.

The second workshop will introduce alternative agriculture products with additional information concerning high tunnel technology. Participants will become familiarized with a host of alternative commodity (i.e. Aronia berries, ethnic vegetables, etc) production through high tunnel technology. The high tunnel ability to extend production seasons and protect crops from environmental stresses makes them practically an essential tool for sustainable, local food producers. Industry personnel that have committed to this workshop include: Mr. Bob Smith and Ms. Betty Smith of Corporation B.

The third workshop will cover numerous market opportunities to sell specialty crops: specifically, farmers markets, on-farm sales, wholesale distribution, and cooperatives. Participants will increase their understanding of the variety of avenues available to specialty crop producers for selling their products. The University Extension Specialists committed to presenting information at this workshop is Ms. Mary Smith, Community Development Specialist. The industry personnel committed to this workshop is Mr. Mark Smith of Corporation C.

Field Trips (June and July 2010)

There will be two in-season field trips to commercial vegetable/fruit farms. Participants will observe operations and gain a more complete understanding of commercial vegetable/fruit operations. This is a fundamental part of the project because many growers have indicated that they are more likely to enter into specialty crop production after they have been educated and after they have seen examples of how it is done.

Farm Visits (May 2010)

There will be two other visits to specialty crop marketing and production sites. The first visit will be to the State University Research and Extension Center to learn about specialty crop production equipment. This trip will coincide with the May session of the Growing Growers Workshop Series. The second trip in May will be to the local produce auction site. Participants will watch as local produce and other local items are auctioned off. The auction manager has agreed to visit with the group about the auction process as well. In addition to seeing the produce auction, the Horticulture Specialist (Dr. Joe Smith) arranged two stops at specialty crop farms to visit with current growers.

Vegetable Growers' Conference (January 2011)

To supplement the education received during the workshops, participants will be granted full admission to the Vegetable Growers' Conference. This conference is coordinated by the Horticulture Specialists of State University Extension, and state specialists from four other regional universities. At this conference, participants will have the opportunity to immerse themselves into specific areas of production, harvesting, and marketing, as well as have the chance to network with fellow growers.

Budget Narrative (\$12,669.00):

Personnel (\$2,543.00):

University Extension Specialists Dr. Joe Smith and Dr. Jane Smith seek salary recovery consistent with their estimated time of commitment to the project. Dr. Joe Smith's estimated time spent on the project is 0.1 FTE (\$1,600), and Jane Smith's estimated time spent on the project is 0.05 FTE (\$943).

Fringe Benefits (\$739.00):

State University's negotiated federal fringe rate is 29.05% of salary costs: Dr. Joe Smith, Horticulture Specialist (\$465); Dr. Jane Smith, Horticulture Specialist (\$274).

Travel (\$1,667.00):

The estimated mileage for each speaker/coordinator is broken down by workshop. Mileage for these speakers is figured at the state rate of \$0.55/mile traveled. Speakers will not be granted reimbursement for meals as they will have the opportunity to have a meal during the workshop (see 'Other' below).

Workshop 1:

There will be a speaker from City A (320 miles roundtrip) as well as two speakers and 1 coordinator traveling separately from City B (60 miles roundtrip per person) (\$275).

Workshop 2:

There will be a speaker from City C (290 miles roundtrip) and two speakers travelling together from City B (60 miles roundtrip). Also, two coordinators will travel separately from City B (60 miles roundtrip per person) (\$258.50).

Workshop 3

There will be a speaker from City C (290 miles roundtrip), a speaker from State B (240 miles roundtrip), a speaker from City A (320 miles round trip), as well as a speaker and coordinator travelling separately from City B (60 miles roundtrip per person) (\$533.50).

It is estimated that approximately 25 farmers/potential farmers would participate in the trip to the produce auction. The round trip travel from City B to City D is estimated to range from \$600-\$850. We have planned for the lowest end of those estimates and request \$600 to cover the cost of chartering a bus. Though this trip will be over the lunch hour, we will require that participants be responsible for their own lunch.

Supplies (\$200.00):

Because we want the information that is presented to the participants to be readily available to them and in one place, we will purchase forty notebooks at \$5 (\$200).

Other (\$7,520.00):

Workshop expenses will include the price of extension publications as reference materials, printing expenses incurred by the University Extension, and meals. The facility is free for us to use. Extension publications for 40 participants will cost \$200. Printing costs incurred by the University Extension for presentations and other resources is estimated to be \$75. Meals for participants and presenters will be included since workshops will run from 5:00 pm to 9:00 pm. The provision of meals will maintain the continuity of the workshop and reduce the time needed to conduct the workshop. For 40 participants plus 5 organizers/speakers at \$7/meal for 3 workshops, total meal expenses are \$945.

For evaluation purposes, the expenses incurred for stationary, printing, and postage is estimated to be \$100.

The Vegetable Growers' Conference is a three-day conference where participants will be granted admission to the conference; however, they are responsible for their own travel, accommodation, and meals. A community supported agriculture session will be held on Thursday (\$65), while a wide array of breakout sessions will be held on Friday and Saturday (\$35 each). It is estimated that there will be 40 participants for this conference (\$5,400).

Our effort to publicize the project will encompass a variety of avenues including print, radio, and electronic forms of communication. Flyers will be produced to highlight the schedule of activities and solicit registrations. The cost for producing the flyers will be incurred by the University Extension (**\$200**).

The Growing Growers workshop is held at the State University Horticulture Research and Extension Center outside of City F where participants (40) can see demonstrations of various production practices. Participants will be responsible for their own transportation to this event. Registration for this workshop is \$15 per participant (**\$600**).

Project Oversight:

State University currently monitors more than \$200 million in grant expenditures from federal, state and other sources. It maintains a post award staff at division and system levels (in addition to many department levels) to ensure that expenses incurred are appropriate, allocable and allowable. The University conforms to state and federal compliance regulations such as the cost principles for college and universities (2 CFR 220 – OMB Circular A-21). The activities for the project will also be overseen by University Extension Specialists. Dr. Joe Smith and Dr. Jane Smith regularly host workshops and work with producers on a daily basis. Smith will be responsible for project advertisement, production of handouts, meals for workshops, evaluation, travel arrangements, and organizing the workshops. Smith will work with Smith in advertising and evaluating the project, organizing the workshops, and will be responsible for arranging field visits to commercial farms.

Project Commitment:

The University Extension is dedicated to increasing the quality of life all these growers over the course of this project. Specifically, the Extension field staff is very committed to seeing that these growers can replace their income. The team of educators that have already been identified readily communicated their interest in participating in this project. By bringing together Extension, the State, and industry personnel for this common goal, we feel that we can deliver a high-caliber program that complements the capacity of local agents.