



FORMAT FOR 2018 NREC RESEARCH PROPOSALS

In addition to your proposal, please also complete and return the Summary Sheet that was distributed with the RFP packet.

I. Title

A. Should immediately identify the project and its location.

II. Cooperators and Locations

A. Project Investigators: include biographical information for the PI and co-PI(s). Include email address and cell phone for the PI(s).

Cooperators and advisors: list all, including area of expertise.

III. Objectives

A. These should be specific and concise. The objectives more nearly describe the project than any other part of the write-up.

B. The goal(s) should be stated.

C. The final objective should state: "To include a final report at the conclusion of this project to address each of the objectives stated above".

IV. Justification Statement

A. Why this work is needed.

B. Literature review of related research that has been conducted or is now being conducted.

C. New advances and information expected to be contributed by the project.

V. Work Plan

Explicitly state the procedures or methods to be applied to achieve the objectives of the proposed project. These may include, but are not necessarily limited to:

- A. Description of the proposed project activities in the sequence in which you plan to carry them out.
- B. If applicable, a description of stakeholder involvement in problem identification, planning, implementation and evaluation.
- C. Techniques to be employed, including their feasibility and rationale for their use in the project.
- D. Means by which data will be collected, analyzed and interpreted.
- E. Details of plans to communicate results to stakeholders and the public. Means by which Extension and/or education activities will be evaluated.
- F. Means by which Extension and/or education activities will be evaluated.
- G. Economic Cost/Benefit Analysis of the practice as to the practicality of the adoption or utilization of these practices in a farming operation.

VI. Impact of the Research

- A. Explain fully the agronomic, economic and environmental impact of this project.
- B. Clearly identify the potential benefactors of this project.
- C. Include the outreach programs and activities associated with the delivery of the science-based knowledge derived from this project.

VII. Date of Initiation and Completion

- A. List the anticipated timetable with targeted goals and any established deadlines for accumulative affects to become apparent.

VIII. Project Budget (both annual and total project)

- A. Itemize cost of labor, equipment, material, etc. (use attached budget format).
- B. The recovery of indirect costs under this program may not exceed 10 percent of the total funds awarded for the project work required.
- C. Include any additional sources and amounts of funding currently held or being requested for this project.

IX. Reports

- A. Dates when semi-annual reports (**brief updates of projects including the semi-annual expenditure reports**) will be submitted.
- B. Date of projects final report and summary statement submitted for publication.

X. Synopsis

- A. A brief synopsis of the project attached as a cover letter to submitted proposals.

XI. Additional Information

- A. Provide any other pertinent information deemed necessary that relates to the project.