



WSARE COMPETITIVE GRANTS

Alaska
American Samoa
Arizona
California
Colorado
Guam
Hawaii
Idaho
Micronesia
Montana
Nevada
New Mexico
N. Mariana Islands
Oregon
Utah
Washington
Wyoming

Farmer/Rancher Grants
Marketing Systems Grants
Organic Systems Grants

2003-2004 Call for Proposals

Western SARE Program
Utah State University
Agricultural Science Building
Room 305
4865 Old Main Hill
Logan, UT 84322-4856

(435) 797-2257
FAX (435) 797-3376
wsare@mendel.usu.edu
<http://wsare.usu.edu/>

Proposal Deadline
5:00 P.M. MDT
1 October 2003

The SARE competitive grants program supports agricultural systems that are profitable, environmentally sound and that sustain a high quality of life in rural communities.

Western Sustainable Agriculture Research and Education (Western SARE)
Competitive Grants program for:

- Farmer/Rancher Grants
- Farmer/Rancher Marketing Systems Grants
- Farmer/Rancher Organic Systems Grants

2003-04 Call for Proposals

The Western SARE Administrative Council announces this call for proposals for the Farmer/Rancher Grant Program for the Western Region of the United States. The National SARE program, of which Western SARE is a part, is funded through the USDA Cooperative State Research, Education, and Extension Service (CSREES), as authorized by Congress under Title XV1 of the Food, Agriculture, Conservation and Trade Act of 1990 and extended by the 1995 Farm Bill re-authorization. The SARE program encourages outcome-driven research and education in sustainable agriculture related to the following goals:

- **Satisfy human food and fiber needs.**
- **Enhance environmental quality and the natural resource base upon which the agricultural economy depends.**
- **Make the most efficient use of nonrenewable and on-farm resources and, where appropriate, integrate natural biological cycles and controls.**
- **Sustain the economic viability of farm and ranch operations.**
- **Enhance the quality of life for farmers, ranchers and society as a whole.**

The WSARE grant program carries a significant congressional mandate to depart from “business as usual.” This requires that agricultural producers be significantly involved in the planning, design, implementation and educational outreach of any SARE-funded project and, in the case of the Farmer/Rancher Grants, play a leadership role in the conduct of projects. Also, the SARE program is administered regionally, which allows for local, state and regional differences and needs to be addressed. Western SARE is administered through Utah State University in Logan, Utah. As another unique feature, the program is governed by an Administrative Council with representation from producers, federal and state agencies, researchers and extension educators from universities and colleges, non-profit sustainable agricultural organizations and others who are served by this program.

Proposal Deadline:
5 p.m., Mountain Daylight Time
October 1, 2003

Call for Proposals

Thank you for taking the time to explore this farmer and rancher grant package from Western SARE. Western SARE recognizes the power of producer experience to find solutions to our agricultural problems. To capture that experience we are seeking grant applications from producers working with agricultural professionals to conduct research, demonstration or education projects related to sustainable agriculture. We hope that your ingenuity, creativity and on-farm know-how will combine to craft a well-designed proposal, the outcome from which can, in turn, be tested, evaluated and adopted by other producers to further sustain Western farms and ranches.

Funded projects are required to satisfy these criteria:

- Address your sustainable project in relation to the SARE goals listed above. (25%)
- Describe your information outreach plan and list the producer outcomes you will measure. (25%)
- Show that your sustainable project is innovative and relates to other producers in the Western region, which includes the 13 Western states and four Island Protectorates. (25%)
- Provide a valid and concise budget. (25%)

Please carefully review the enclosed instructions and guidelines. Following them closely can help enhance your chances for successfully competing with other Western SARE farmer/rancher proposals submitted for the 2003-04 funding cycle.

Thanks again for your interest.

What is a Farmer/Rancher Grant?

As a critical part of the Western SARE program, Farm/Rancher Grants enable producers, along with agricultural professionals, to test their ideas concerning a topic in sustainable agriculture. **The goal is to achieve results and communicate these results to other producers so they can improve income, the environment and their homes and communities.** Examples of recently funded projects include: 1) Oregon ranchers are conducting education on stock-handling methods that reduce stress on cows and ranchers; 2) a New Mexico pecan grower is testing subsurface drip irrigation on his trees; 3) a Colorado rancher is assessing whether chickens can be raised on his pastures; 4) a Hawaii hog producer is test marketing lower quality pork cuts with restaurants; 5) a Utah wheat producer is using a marketing grant to take a novel wheat product from idea to consumer.

What are the specific programs?

1. Farmer/Rancher Grants (FRG): An agricultural producer, or producers, develops the grant proposal in an area of sustainable agriculture with help from an agricultural professional, who serves as a technical advisor.
2. Marketing Systems Grants (MSG): These grants emphasize sustainable agricultural marketing at the producer level with an agricultural professional serving as a technical advisor.
3. Organic Systems Grants (OSG): Producers seeking these grants look at some aspect of an organic farm system as it relates to sustainable agriculture. Again, an agricultural professional serves as a technical advisor.

Each grant is funded for one year with these limits:

- Individual producers may apply for up to \$7,500.
- Groups of three or more producers (each with independent, separate operations) may apply for up to \$15,000.

Who is eligible to apply?

Any farmer or rancher in the Western SARE region may apply. The western region encompasses the states of Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington and Wyoming, and the U.S. territories of American Samoa, Guam, Micronesia and the Northern Mariana Islands.

NOTE: The Western SARE Program reserves the right to refuse or decline any or all proposals that fail to meet the minimum standards of quality of fiscal oversight, as determined by the Western SARE Administrative Council.

Will my idea get funded?

Remember that all farmer/rancher grant proposals compete with one another. A review, using the criteria listed below, will be conducted by ag scientists, farmers, ranchers and ag business people. As you develop your proposal, keep in mind that funded projects clearly define a problem, opportunity or issue in sustainable agriculture. They then propose innovative, specific solutions and measurable outcomes. Typically, proposals include an on-farm test related to one of the three grant categories: 1) farmer/rancher, 2) marketing and 3) organic systems. NOTE: This is not an operating loan or to be used for capital improvements.

Potential subjects include agroforestry; crops; livestock; horticulture; turf; waste management; development, processing or marketing of a food or fiber product; farm or ranch management; farm or ranch safety; or any topic directly related to the success of a sustainable agricultural operation and that could serve as a model for other farms or ranches.

Solutions may involve small research trials; demonstrations; farmer or rancher workshops; or market surveys.

What is required in the proposal?

- All proposals **must** have at least **one producer**. The producer is fiscally responsible for the project and provides his or her Social Security number to receive funding.
- When **three or more producers** (each an independent, separate operation) apply as a group, one **must** agree to serve as principle investigator and be fiscally responsible. His or her Social Security number must be provided to receive funding.
- All proposals **must** have a qualified **technical advisor** who can help with planning, evaluation, outreach/outcomes and reports. The technical advisor's resume (one page maximum) **must** be included.
- All proposals **must** include an **information outreach plan with measurable outcomes**. This shows how information from the project will be shared with other producers and how they will then use this new information in their operations. This plan should identify who will be reached, when and how, using such communication techniques as field days, fact sheets, brochures, workshops, demonstrations or other methods. The proposal should also describe changes you expect to see in these producers (new skills or practices, increased knowledge or awareness, changed attitudes or opinions, etc.) and ways to measure these changes such as a before-and-after questionnaire, survey, interviews, etc.

Please Note: Any proposal that does not arrive on time or is incomplete will be disqualified and will not be reviewed.

What expenses will be covered?

Use of Funds

Farmer Rancher Grant funds may be used for the following purposes:

1. Cost of sampling, sample analysis and market surveys,
2. Materials and supplies needed for the project. Any piece of equipment costing less than \$300.00 is considered materials and supplies. For example, pH meters, balances or scales, etc.
3. Outreach expenses such as holding a field day,
4. Travel (maximum 34 cents/mile) needed for the project,
5. Hired labor for things that you can't do yourself,
6. Your labor for project activities above and beyond your normal farming duties,
7. Refreshments at field days, e.g. coffee, cold drinks, fruit, pie, cookies, etc. Meals may be paid for if more than half of the participants are over 50 miles from home.

Farmer Rancher Grant funds may NOT be used for the following purposes:

1. Starting or expanding a farm or farm operation,
2. Any single piece of equipment costing over \$500.00. The \$500.00 limit **cannot** be used toward the purchase of a piece of equipment costing more than \$500.00 or to purchase parts for tractors, equipment, irrigation, etc.
3. Permanent improvements to a farm or ranch, e.g. planting an orchard, buying a herd, installing permanent fencing, permanent greenhouses or constructing a building,
4. Lunches or other full meals at field days or large gatherings if more than half of the participants are less than 50 miles from home,
5. Testing of commercial products.

If I'm funded, what must I contribute?

Matching contributions are no longer required for SARE proposals

Western SARE no longer requires matching contributions for its project proposals. That means they will not be considered in reviewing the merits of any proposals for SARE project funds. Should you wish to provide matching contributions, we ask that you refrain from itemizing these on any project proposal or report.

How are projects selected?

All completed proposals received by the due date are reviewed in two stages.

Stage 1: In this stage, copies of the proposals are sent to a diverse group of external reviewers, including producers familiar with sustainable agriculture and others from the research and extension community, non-governmental organizations and state and federal agencies within the Western SARE region. Their reviews and comments are forwarded to the Evaluation Subcommittee.

Stage 2: The Evaluation Subcommittee, which includes the same diversity of agricultural producers and professionals listed above, meets to discuss and rank the proposals based on these criteria:

- Address your sustainable project in relation to the SARE goals listed above. (25%)
- Describe your information outreach plan and list the producer outcomes you will measure. (25%)
- Show how your sustainable project is innovative and how it relates to other producers in the Western region, which includes the 13 Western states and four Island Protectorates. (25%)
- Provide a valid and concise budget. (25%)

100% possible

If I am selected, what next?

- **Notification:** After the two-stage evaluation, the Western SARE Administrative Council will select proposals at its 2004 Winter/Spring meeting. (The council reserves the right to restructure or reduce the budget of any grant application before its final approval.) You will be notified no later than May 1, 2004.
- **Contract:** As a contract recipient, you will be asked to sign a contract agreement with Utah State University (USU), the contracting institution for Western SARE. When you sign the contract, you agree to conduct the activities outlined in your proposal under the policies and procedures of USU and USDA, including federal mandates (Equal Employment Opportunity, 1048 Debarment form and all associated forms required under federal law).
- **Funds:** SARE awards 50% of the contract when the recipient signs a letter of initiation and returns the appropriate tax forms to SARE. The remaining 50% will be provided when the grant is completed and a final report is submitted and approved. Detailed financial records are required. USU may request receipts to meet General Accounting Office requirements.
- **Photographs:** As your project progresses, photo documentation will be quite useful and will help us highlight and promote your project through our Web site and publications. Slides are preferred but digital photographs (at least 1.1 megapixels), prints and videos are also acceptable.
- **Reports:** A yearly report is required. You will receive guidelines for it in late 2004. The report is due Jan. 31 of each year the project is conducted. When the project is finished, a final report is required. When the final report is reviewed and accepted in the WSARE office, the balance of funding will be paid. Project reports will be compiled each year and shared with other producers, interested policymakers and leaders at community, state, regional and national levels. Your Technical Advisor should assist in this reporting effort.

How can I apply for a grant?

Fill out the attached application form and send the original and 10 copies (11 altogether) to the Western SARE office (address below) **no later than 5 p.m., MDT, Oct. 1, 2003**. It is suggested that proposals be sent via a trackable carrier that guarantees delivery by a certain date to ensure it arrives on time. You must also include 20 copies of a one-page summary and budget summary sheet. Reviewers and the Administrative Council will use these to assess your proposal. Be sure that all producers and advisors sign the application form. If you have questions about the application process or Western SARE, please contact us.

Western Region SARE Program
Ag Science Bldg. Rm. 305
4865 Old Main Hill
Utah State University
Logan, UT 84322-4865

Phone: (435) 797-2257
Fax: (435) 797-3376
email bobn@ext.usu.edu

In compliance with Section 504 of the Rehabilitation Act of 1973, as amended, this material can be made available in other formats upon request. Please call (435) 797-2257.

Note:

Any proposal that does not arrive on time or is incomplete will be disqualified and will not be reviewed

Checklist for Submitting FRG/PMG/OSG Proposals:

- () Send **eleven (11)** copies of the full proposal to the Western Region SARE Office
- () Send **twenty (20)** copies of the one-page summary/budget worksheets
- () Have all forms signed by the Producer(s) and Technical Advisor(s)
- () Send an abbreviated resume (1 page limit) for all Technical Advisors, **not for producers**
- () All proposals must be received by the WSARE office no later than **5:00 pm MDT, October 1, 2003.**

Please observe the following:

- Staple copies (please no paper clips, clamps, binders or spiral binding)
- Don't use sheet protectors or plastic covers
- Collate the pages of the proposal
- Use the format of the attached cover page and forms only
- Make sure that all letters of support are stapled to each proposal
- Follow the format that is outlined in this Call for Proposals
- No tabs or dividers are to be used in the proposal
- If the proposal is hand written, please use black or blue ink
- Make sure that the demographic information is complete
- There is no need to return an empty Call for Proposals form
- Number the pages of the proposal
- Faxed copies are NOT acceptable

Special Notes:

1. The United States Department of Agriculture (USDA) prohibits discrimination in its programs on the basis of race, color, national origin, sex, religion, age, disability, political beliefs and marital or familial status. (Not all prohibited bases apply to all programs). Persons with disabilities who require alternative means or communications of program information (braille, large print, audio tape, etc.) should contact the USDA Western SARE program at (voice) 435-797-2257 or at (e-mail) wsare@mendel.usu.edu.

2. The Western Region USDA SARE program considers all funded proposals and subsequent reports and related information to be in the public domain. A prime directive from Congress in the SARE enabling legislation ensures that results from all studies be provided to producers and other interested parties in a timely and effective manner. Successful applicants (and their institution) must agree to grant to USU an irrevocable, royalty-free, non-exclusive right and license to use, reproduce, make derivative works, display, publish and perform any copyrights or copyrighted materials (including any computer software and its documentation and/or databases) developed under this Subcontract for the purpose of education and research or to the extent required to meet USU's obligations under its Prime Award. All reports related to funded projects will be made available to all interested parties in printed, electronic or other means of communication, without discrimination. Names, addresses and telephone numbers of investigators (from funded projects) may be provided to interested news entities, producers or organizations for subsequent inquiries.

3. The Western Region SARE Administrative Council will give considerable weight to reporting records (length of time that reports are overdue, etc.) of previous recipients of SARE contracts or grants when evaluating projects for any future WSARE funding. Previous grant recipients are encouraged to submit reports in a timely manner, as this will affect Administrative Council decisions.

The Sustainable Agriculture Research & Education Program (SARE) is funded through the USDA Cooperative State Research, Education, and Extension Service (CSREES) under Chapter 1 of Title XVI of the Food, Agriculture, Conservation, and Trade Act of 1990 and extended by the 1995 Farm Bill re-authorization. The purpose of the subtitle is to encourage research with education and on-farm demonstration projects designed to increase the producer knowledge base and assist in the adoption of sustainable practices on the land. Ideally, the projects will integrate research, education and on-farm demonstrations within whole-farm sustainable agricultural systems involving plants and animals, demonstrating tangible outcomes and addressing Western SARE goals.

Proposal Subject Matter Area – You must choose only one from the following:

- | | | |
|---------------------------|--------------------------------|--------------------------|
| 1. Agricultural Marketing | 8. Entomology | 14. Range Science |
| 2. Agricultural Systems | 9. Horticulture | 15. Soil Science |
| 3. Agricultural Economics | 10. Integrated Pest Management | 16. Tropical Agriculture |
| 4. Agroforestry | 11. Agricultural Modeling | 17. Water Quality |
| 5. Agronomy | 12. Natural Resources | 18. Organic Farming |
| 6. Animal Science | 13. Quality of Life | 19. Other |
| 7. Education | | |

**2003-2004
Application Forms**

Use only this application form

Proposal type- you must check one:

- Farmer/Rancher Grant Proposal**
- Farmer/Rancher Marketing System Grant Proposal**
- Farmer/Rancher Organic System Grant Proposal**

Please type or print clearly. The information requested in all application forms may be submitted on separate sheets of paper (word processed) as long as the order and all the requested information remains the same.

Project Title: _____

Project Subject Matter Area: See Page 7 _____

Producer (Name): _____

Address: _____

County: _____

Telephone: _____ **Email:** _____

Fax: _____

Technical Advisor (Name and Title): _____

Address: _____

Telephone: _____ **Email:** _____

Fax: _____

Funding Request: _____

Is this an Individual _____ or Group _____ Project?

Is this a resubmitted proposal? Yes _____ No _____

If yes to above, when was it last submitted? Year: _____

How did you hear about the WSARE Farmer/Rancher Grants Program - check one.

- WSARE Web site (<http://wsare.usu.edu>)**
- Another Producer**
- Farm Organization – please specify _____**
- Written Media (newspaper, farm magazine, etc.)**
- Extension Service**
- Other – please specify _____**

1. Describe your sustainable project in relation to the WSARE goals. See page 2

2. Describe your information outreach plan and list the producer outcomes you will measure.

3. Show how your sustainable project is innovative and how it relates to other producers in the Western region, which includes the 13 Western states and four Island Protectorates?

4. Tell us about your farm/ranch and operations and how the proposed project will fit in with this. For example, crops, crop rotations, soil and water conservation efforts, integrated pest management (IPM) programs, land owned or rented, irrigation systems, type of livestock, rotational grazing systems, current marketing plan, etc.

5. Briefly discuss the role that the Technical Advisor and each cooperator / participant will play in the project. List the names, addresses and phone numbers of any other cooperators or participants who have agreed to work on this project. Cooperators or participants can include other farmers, ranchers, agribusiness, extension agents/specialists, researchers and other agricultural technical service providers (NRCS, etc.) that have agreed to assist in this project.

6. All project participants/cooperators (includes technical advisor) must sign this application.

*Signature of Producer Applicant

Date

*Signature of Technical Advisor

Date

Signature of other Producer Cooperator

Date

Signature of other Producer Cooperator

Date

Signature of other Participant

Date

Signature of other Participant

Date

Please Note: This form must be completed and signed!

Special Notes:

1. The United States Department of Agriculture (USDA) prohibits discrimination in its programs on the basis of race, color, national origin, sex, religion, age, disability, political beliefs and marital or familial status. (Not all prohibited bases apply to all programs). Persons with disabilities who require alternative means or communications of program information (braille, large print, audio tape, etc.) should contact the USDA Western SARE program at (voice) 435-797-2257 or at (e-mail) wsare@mendel.usu.edu.

2. The Western Region USDA SARE program considers all funded proposals and subsequent reports and related information to be in the public domain. A prime directive from Congress in the SARE enabling legislation ensures that results from all studies be provided to producers and other interested parties in a timely and effective manner. Successful applicants (and their institution) must agree to grant to USU an irrevocable, royalty-free, non-exclusive right and license to use, reproduce, make derivative works, display, publish and perform any copyrights or copyrighted materials (including any computer software and its documentation and/or databases) developed under this Subcontract for the purpose of education and research or to the extent required to meet USU's obligations under its Prime Award. All reports related to funded projects will be made available to all interested parties in printed, electronic or other means of communication, without discrimination. Names, addresses and telephone numbers of investigators (from funded projects) may be provided to interested news entities, producers or organizations for subsequent inquiries.

3. The Western Region SARE Administrative Council will give considerable weight to reporting records (length of time that reports are overdue, etc.) of previous recipients of SARE contracts or grants when evaluating projects for any future WSARE funding. Previous grant recipients are encouraged to submit reports in a timely manner, as this will affect Administrative Council decisions.

The Sustainable Agriculture Research & Education Program (SARE) is funded through the USDA Cooperative State Research, Education, and Extension Service (CSREES) under Chapter 1 of Title XVI of the Food, Agriculture, Conservation, and Trade Act of 1990 and extended by the 1995 Farm Bill re-authorization. The purpose of the subtitle is to encourage research with education and on-farm demonstration projects designed to increase the producer knowledge base and assist in the adoption of sustainable practices on the land. Ideally, the projects will integrate research, education and on-farm demonstrations within whole-farm sustainable agricultural systems involving plants and animals, demonstrating tangible outcomes and addressing Western SARE goals.

**2003-2004
Budget Application Worksheet**

Please Print or Type

Project Title: _____

Project Leader: _____ **Telephone:** _____

Budget Category	Funds Requested
Personnel (list below)	
Materials and supplies	
Travel	
Printing and Publication	
Other direct costs	
Miscellaneous	
Total	

*Signature of Producer

Date

*Signature of Technical Advisor

Date

*** Note: This form must be signed for the proposal to be considered!**

Round to nearest dollar

Example Budget	Funds Requested
Personnel	
Example: Tim Rapper, farm worker \$8/hour for 80 hours	\$640.00
Materials and supplies	
Example: Seed, 60 pounds 'Nitro' alfalfa @ \$1.58/Pound	\$95.00
Example: Insect traps, 125 @ \$6.50 each	\$813.00
Travel	
Example: TA, 5 round trips to farm – 200 miles @ .315/mile	\$315.00
Printing & Publications	
Example: 2000 flyers @ .20 each	\$400.00
Other direct costs	
Example: Tissue samples, 10 @ \$35.00 each	\$350.00
Miscellaneous	
Example: Signage for farm field day, estimated materials	\$50.00
Total	\$2,663.00

2003-2004 Farmer/Rancher Research Grant (FRG)
One-Page Summary Worksheet

Project Title: _____

Check one:

- Farmer/Rancher Grant Proposal**
- Farmer/Rancher Marketing System Grant Proposal**
- Farmer/Rancher Organic System Grant Proposal**

Project Subject Matter Area: See Page 7 _____

Producer (Name): _____

Address: _____

Telephone: _____ Email: _____

Technical Advisor (Name and Title): _____

Address: _____

Telephone: _____ Email: _____

Funding Request: _____

Proposal Summary:

Briefly summarize the items 1-5 of the Full Application Form. Limited to 1(one) page front and back including the above information.

2003-2004
One-Page Summary Budget Worksheet

Budget Category	Funds Requested
Personnel	
Materials and supplies	
Travel	
Printing & Publication	
Other direct costs	
Miscellaneous	
Total (single page)	

Signature of Producer

Date

Signature of Technical Advisor

Date

*** Note: This must be signed for the proposal to be considered!**