SECTION 2:

FHB MANAGEMENT COORDINATED PROJECTS - PROPOSED RESEARCH PROJECTS

Category 2: FHB Management Coordinated Projects

INTRODUCTION

Does my proposed research belong in an FHB Management Coordinated Project (CP)?

Yes, if the primary focus of your proposed research involves the following:

Integrated Management Studies (IM)	Integrated management strategies for FHB and DON including tillage practices, crop sequences, and other cultural practices targeting *Fusarium*-infested residues.
Uniform Fungicide and Biocontrol Trials (F/BC)	Uniform testing of fungicides, biological control agents, and application technologies for chemical and biological agents.

Overview of Submission Process for MGMT Coordinated Project Pre-Proposals:

If you are submitting proposed research to the Uniform Fungicide/Biocontrol Trials or the Integrated Management Studies Coordinated Projects, below are the main components (in order of completion) of the submission process:

1. PIs submit a **Letter of Intent (LOI)** to the Contact of the MGMT-CP (see page 24), with a copy of the LOI sent to the NFO.   **Deadline:** July 10

2.   CP committees notify all PIs who submitted Letters of Intent to their CP whether their proposed research has been accepted into the CP's FY14 Pre-Proposal.   **Deadline:** August 9

3.   PIs (and Co-PIs) complete the Pre-Registration Process for uploading their CV/Publication Lists and Current and Pending Support Form to the EPS System.   **Deadline:** August 30

4.   PIs submit electronic version (PDF format) of the '**Proposed Research Project'** to the Coordinator of the MGMT-CP and the NFO.   **Deadline:** September 10

5. PIs upload their CV/Publications Lists, and Current and Pending Support (CPS) Form (PDF format) to the EPS System.   **Deadline:** September 10

6. NFO receives MGMT-CP Pre-proposals from CP Coordinators.   **Deadline:** October 11

INSTRUCTIONS

PRE-SUBMISSION - LETTER OF INTENT (LOI)

If you plan to participate in one of the FHB Management Coordinated Projects, you must submit a Letter of Intent to the CP leader of the appropriate Coordinated Project (see table below) by **July 5th.** The LOI, which may be in the form of an e-mail, must include the following:

Names of PI and co-PI(s), a proposed title, and a synopsis that describes the following:
- *Reasons proposed component is needed;*
- *Goals in the USWBSI's action plan addressed by this proposed research;*
- *Research needs in the USWBSI's action plan addressed by this research; and*
- *Statement that demonstrates that the PI/co-PI(s) are capable of carrying out the proposed research based on past research productivity and expertise in the relevant field(s) of research*

Deadline: Both the Coordinator of the MGMT Coordinated Project and the NFO must receive the Letter of Intent (may be in the form of an e-mail) by **July 10, 2013**.

Mailing Information for MGMT-CP Coordinators and NFO:

Uniform Fungicide/Biocontrol Trials (UT)	Integrated Management Studies (IM)
Madeleine Smith	Pierce Paul
NW Research and Outreach Center	1680 Madison Ave.
2900 University Ave	Dept. of Plant Pathology
University of Minnesota	Ohio State University
Crookston, MN 56716	Wooster, OH 44691
Email: smit7273@crk.umn.edu	E-mail: paul.661@osu.edu
Networking & Facilitation Office	
ATTN: Sue Canty	
USWBSI-NFO	
380 Plant & Soil Sciences Bldg.	
East Lansing, MI 48824-1325	
E-mail: scabusa@scabusa.org	

2. MGMT-CP COORDINATORS' RESPONSE TO RECEIVED LETTERS OF INTENT

The CP Coordinator will notify all PIs who submitted Letters of Intent whether their proposed research has been accepted into the FY14 Coordinated Project Pre-Proposal.

Deadline: August 9, 2013

Note: If your proposed research was rejected by one of the MGMT-CPs, you may submit an individual project pre-proposal for consideration following the instructions for Category 3 (page 30).

3. PRE-REGISTRATION PROCESS FOR EPS SYSTEM

All PIs submitting a proposed research project to one of the Coordinated Projects must complete the Pre-Registration Process so that they may upload their CV/Publication Lists and Current and Pending Support forms to the EPS System. However, PIs should wait to complete the Pre-

Registration Process until after they have received a response from the CP Committee concerning their submitted Letter of Intent (LOI) – *refer to item 2 above.*

1) <u>User Registration Form</u>: You will only complete this step if you do not already have a User ID or previously used the EPS System. The submission of this form will set up the PI's user account within the EPS System.   Form may be accessed at http://scabusa.org/modules/profile/register.php.   You may have already completed this step if you have created a user ID for the Scab Website (i.e. Discussion Boards, Photo Library, Scab Blog, etc.). If you are not sure whether you already have a user ID for the Scab Website, please contact the NFO at scabusa@scabusa.org.

2) <u>Proposed Research Form</u>: Information submitted on this form pertains to the proposed research being submitted. After logging in on the USWBSI's home page, click on the link below and then follow the instructions included on the form. Form may be accessed at http://www.scabusa.org/pre_reg.php.

Following successful completion of the Pre-Proposal Registration process (both steps), you will receive a confirmation e-mail containing a 'Help Document' that will aid you in navigating the EPS System. **NOTE**: You do not have to complete the 'Pre-Registration Process' before you begin working on your Pre-proposal.

Deadline: August 30, 2013

4. PROPOSED RESEACH PROJECT (PRP)

Plan of Work:

A Plan of Work must be submitted with your proposed research project. This plan must describe the details of your proposed research including how the proposed research differs from the **required standard protocols** that have been established for the coordinated project to which you are submitting your Proposed Research Project. This document should not exceed four (4) pages in length (starts with 'Plan of Work' Form as page 1) and should describe in clear, concrete terms the substance of your proposed research. The timeline for the Plan of Work should be two years. The Coordinated Project Committee leader will send the standard protocols to all PIs whose proposed research was accepted into the CP by August 14.

Format: The Plan of Work should be formatted using Times New Roman (<u>Normal</u> type except headings), 12 point or higher with one-inch margins. **NOTE:** Bold formatting should only be used for section headings or used minimally to emphasize importance or significance. <u>Conformance to the format requirements will be strictly enforced</u>.

Budget Requests (Year 1 and 2):

Please complete the '**Proposed Research Project Budget Justification Form'** by following the instructions on the form. PI will also complete a budget using either '**Proposed Research Project Budget Form'**. Your proposed research project should include a 'Year 1' and 'Year 2' budget request. **NOTE:** In the majority of cases, total request for Year 1 and Year 2 should be the same amount.

Tuition Remission: Tuition remission is **permitted** under USDA-ARS **extramural agreements** with any type of recipient organization (i.e. universities).   If tuition remission is budgeted as a direct cost, it should be included in the "Other Direct Costs" category of the Budget Page (Section H).

Policy on Indirect Cost (IDC) Rate: The USWBSI's review process focuses on the **competitiveness of total** project costs (direct and indirect).   Because Fusarium head blight is such a severe problem for the U.S. wheat and barley industries, the USWBSI has set the rate limit for indirect costs at 5%.

Submission Deadline

Both the Coordinator of the relevant Coordinated Project Committee (CPC) **and** the NFO must receive the electronic version (via email) of the Proposed Research Project (PRP) by **September 10, 2013**.

5. Curriculum Vitae and Publication List (CV/Pubs)
(Maximum four pages for CV with Publication List per Scientist)

To assist peer reviewers in assessing the competence and experience of the proposed project staff, all personnel who will be involved in the proposed project must be identified clearly. The items listed below should be included for all personnel (PI, Co-Investigators, and secondary scientists (i.e. post-docs, graduate students)) who are expected to work on the project in a significant fashion (e.g. expectation of co-authorship on ensuing publications), whether or not funds are sought for this support:

- *Curriculum Vitae (C.V.).* The C.V. should be limited to a presentation of academic and research credentials, e.g., educational, employment and professional history, and honors and awards. Unless pertinent to the project, do not include meetings attended, seminars given, or personal data such as birth date, marital status, or community activities.

- *Publication List.* A chronological list of all publications in refereed journals during the past five years, including those in press, should be provided for each professional project member for whom a Curriculum Vitae is provided. Non-refereed technical publications that have relevance to the proposed project may be included.

The C.V. and Publication List combined must not exceed four pages per scientist. C.V. and Publication Lists for collaborators or sub-contractors are not required.

Submission Instructions: PIs and Co-PIs are responsible for uploading their own CV/Pubs to the EPS System. CV/Pubs for all secondary scientists should be included in the PI's file. The CV/Pubs will only need to be uploaded one time whether or not the investigator is connected to multiple pre-proposals. File must be uploaded to the EPS System by **September 10, 2013**.

6. Current and Pending Support (CPS) Form
CPS form can be downloaded from RFP website at http://scabusa.org/research_rfp14.

All project pre-proposals must contain completed Current and Pending Support Forms for PI and all Co-PIs listing other current public or private support to which key personnel identified in the pre-proposal have committed portions of their time, whether or not salary support for person(s) involved is included in the budget. Analogous information must be provided for any pending proposals that are being considered by, or that will be submitted in the near future to, other possible sponsors, including other USDA Programs or agencies, and the USWBSI. Concurrent submission of identical or similar proposals to the other possible sponsors will not prejudice pre-proposal review or evaluation by the USWBSI for this purpose. However, a project pre-proposal that

duplicates or overlaps substantially with a **proposal already reviewed and funded (or to be funded)** by another organization or agency will not be recommended under this program. The third column ('Requested/Award Amount') on the 'Current and Pending Support Page' has been divided into two sub-columns: Total $ Amount and PI $ Allocation. For each grant/proposal listed, **include both the total ('Total $ Amount') and the amount you have or may receive ('PI $ Allocation')**.

Submission Instructions: PIs and Co-PIs are responsible for uploading their own Current and Pending Support Form to the EPS System. The CPS Form will only need to be uploaded one time whether or not the investigator is connected to multiple pre-proposals. File must be uploaded to the EPS System by **September 10, 2013**.

IMPORTANT DEADLINES

Pre-Submission

➢ PIs submit Letters of Intent (LOI)	**July 10, 2013**
➢ CP Coordinators respond to PIs regarding acceptance of LOIs into CP.	**August 9, 2013**

Pre-Registration

➢ <u>User Registration Form:</u> The submission of this form will set up the PI's user account within the EPS System.

➢ <u>Proposed Research Form:</u> Information submitted on this form pertains to the proposed research being submitted and will be used by the NFO to configure the EPS System for each PI.
<u>PLEASE NOTE</u>: **This step should NOT be completed until you have received a response from the CP Coordinator to your Letter of Intent.**

Registration Deadline: **August 30, 2013**

Final Submission of PRP

<u>PI Check-list</u> of Required Items for Proposed Research Projects Submitted to the Coordinator of MGMT-CP

➢ Plan of Work (should not exceed three pages; starts with 'Plan of Work' Form as page 1)

➢ Proposed Research Project Budget Justification Form (complete all relevant sections)

Submission Deadline - E-version received by CP Coordinator and the NFO: **September 10, 2013**

Submission of Supporting Documents

<u>Check-list</u> of Required Items to be uploaded to EPS System

➢ Curriculum Vitae and Publication List

➢ Current and Pending Support Form

Submission Deadline (uploaded to EPS System)   **September 10, 2013**