

MDARD Horticulture Fund Fiscal Year 2025 Proposal Cover Sheet

(Cover sheet must not exceed one page)

Proposal Title:

Principal Investigator:

Name:

E-mail:

Department:

Mail Address:

**All correspondence will be mailed to Principal Investigator*

Team Members:

Synopsis of Proposal:

Potential Impact on Michigan Nursery/Ornamental Horticulture Industry:

Signatures:

Principal Investigator

Date

Lead Unit Administrator

Date

Horticulture Fund RFP

Page 1

Principal Investigator Please Complete:

Type of Project (check one)

_____ New Fiscal Year 2025 proposal

_____ Continuation Project

Program Area (check only one)

_____ Applied Research

_____ Basic Research

_____ Outreach/Training/Demonstration

MSU Sponsor Code: 017440

RFP Deadline: 11/22/2024

Project Date: 6/1/25 - 6/30/26

MDARD Hort Funding Max: \$20,000

Request for Proposals MDARD Horticulture Fund Fiscal Year 2025

INTRODUCTION

The Michigan Legislature created the Horticulture Fund within the state treasury on October 31, 2003, through a revision to The Insect Pests and Plant Diseases Act, Act 189 of 1931, as revised. Up to \$70,000 of funds will be generated each year through increases in nursery license fees. For FY'25 there will be approximately \$60,000 to be awarded. The fund was created with the following mission: *“to provide for research projects, to develop and improve training programs, and to develop outreach materials for the purposes of safeguarding plants and plant products from unwanted plant pests.”*

This is a competitive grant program. Horticulture Fund grants will be awarded up to a maximum annual amount of \$20,000 per approved proposal.

REQUEST

Proposals that benefit Michigan’s nursery and ornamental horticulture sectors by addressing industry priorities are requested. Research/extension priorities that have previously been submitted by plant commodity groups are available at agbioresearch.msu.edu under research resources.

Horticulture Fund dollars should complement, not replace, ongoing programs or assist in exploring new ventures. To allow evaluation and assessment of productivity, projects must deliver clearly defined results within a realistic time frame. All proposals must clearly state how the proposed activities will enhance Michigan’s ornamental horticulture. All proposals will be reviewed by a Horticulture Fund Advisory Committee appointed by the Director of the Michigan Department of Agriculture and Rural Development (MDARD). All proposals must fall under one of three categories for funding. The three categories are: 1. Applied Research, 2. Basic Research and 3. Outreach/Training/Demonstration. Greater priority will be given to proposals in the areas of Applied Research than in Basic Research. **Proposals for Fiscal Year 2025 funding will be due by 5:00 pm Friday, November 22, 2024, through MDARD’s Grants and Funding Opportunities website. MSU proposals must be sent and fully routed through the MSU KC system by the sponsor deadline.** Awards will be announced in early May 2025 with funds becoming available in early June 2025.

All faculty and staff members of universities and colleges in Michigan are eligible to receive funding, as well as teams of university/college investigators and private individuals. University or college personnel must be the Principal Investigator of the proposal.

PROJECT TYPE

Fiscal Year 2025 Proposals: Projects being proposed to begin in the summer of 2025 will be considered. Proposals must adhere to the specified format and be consistent with the objectives of the Horticulture Fund.

PROGRAM AREAS

Applied Research

Proposals must focus on priorities identified by plant commodities and other commodity partners (priorities can be found at www.agbioresearch.msu.edu). Crop management systems that enhance industry profitability while being environmentally and socially responsible, and provide long-term benefits to Michigan's nursery and ornamental horticulture industry are appropriate for this program area. Proposals that address priorities of more than one commodity will be favored. Proposals must contain a plan to disseminate information to industry.

Projects may address issues through single-discipline or multiple-discipline approaches. Multidisciplinary projects involving multiple investigators must demonstrate effective integration.

Basic Research

A portion of the Horticulture Fund awards will be used to support basic research to generate knowledge that can be used to address contemporary problems and/or enable the future development and implementation of improved techniques or processes. Linkage to plant commodity priorities is important. Proposals that position investigators to be competitive for national/international grants will be favored. Proposals should include a vision and plans for the improvement of the performance of Michigan nursery and horticultural plants and how the results will be disseminated to the plant industry. Greater priority will be given to Applied Research than to Basic Research.

Outreach/Training/Demonstration

Proposals for outreach, training, and demonstration activities focused on assisting Michigan's nursery and ornamental horticultural industries, will be considered in this program area. Proposals must address plant commodity priorities. Programs may have a regional or statewide orientation. Projects that utilize a team of state, university, and field-based personnel are encouraged.

PROPOSAL GUIDELINES

Proposals must be printed single-spaced with indented paragraphs, double-spaced between sections and in 12-point type with 1-inch margins. **The review committee will not consider proposals that do not comply with this format.**

All Projects

Sections II through VI should contain no more than **four pages** (excluding cover and budget pages) for all proposals.

- I. COVER PAGE: see attached form; completed and signed by Principal Investigator and lead unit administrator.

- II. **PROBLEM STATEMENT:** what is being proposed and why it is important to Michigan nursery and ornamental horticultural industries.
- III. **SPECIFIC OBJECTIVES AND HYPOTHESES:** (hypotheses not required for outreach, training and demonstration proposals).
- IV. **SPECIFIC METHODS AND PROCEDURES**
- V. **IMPACTS OF PROPOSAL:** project must demonstrate documentable impacts on Michigan’s nursery and ornamental horticulture industry. Proposal must outline how impact data will be collected.
- VI. **TIMELINE:** multiyear projects (no longer than three years) must include plans for all years.
- VII. **BUDGET:** see attached new project budget forms; multiyear projects must include budgets for all proposed years. List both leveraged funding and support from pending proposals. Please include a budget justification. Wages should not be included for faculty but can be for students/postdocs.
- VIII. **FUNDING HISTORY:**
- IX. **LITERATURE CITED:**
- X. **LETTER(S) OF SUPPORT:**
- XI. **TEAM QUALIFICATIONS:** one-page maximum vitae for each team member outlining his/her qualifications and related accomplishments.

PROPOSAL SUBMISSION

Proposals for Fiscal Year 2025 funding will be due by 5:00 p.m., on Friday, November 22, 2024. MSU proposals must be sent and fully routed through the MSU KC system by sponsor deadline. Awards will be announced in early May 2025 with funds becoming available in early June 2025. All grant funds must be expended within the grant period and no extensions will be granted.

Please contact the individuals below, if you have questions or need more information on:

1. RFP – Andria McCubbin at McCubbinA@Michigan.gov (517) 599-5748.
2. Submitting proposals – Sara Haller at bolessar@msu.edu or (517) 353-1328.

TIME LINES

- September 30, 2024 Request for proposal released
- November 22, 2024 Proposals due
- Week of May 1, 2025 Notification of awards
- June 1, 2025 Project initiation date
- June 30, 2026 Termination date

REPORTING

Two reports are required for each year that a project is funded. A progress report will be due at approximately 6 months and a final report will be required at 12 months. Specific dates will be noted in the grant agreement.

Payment of funds will be contingent upon receiving these reports and following the timely receipt of appropriate invoices. All grant funds must be expended within the grant period and no extensions will be granted.

These reports will be placed on the Horticulture Fund website and may be used in reports to the legislature, industry, and the general public. Failure to submit timely and quality progress reports, or to make acceptable project progress, may result in premature termination of a project and confiscation of unspent funds. Using examples and data, the report should document how the project has impacted the economic and environmental climate of Michigan’s nursery and ornamental horticulture industry.

PROPOSAL REVIEW

A Horticulture Fund Advisory Committee will be appointed by the Director of MDARD to review and rank proposals within a program area. The Committee will review these rankings and make recommendations to the Director of MDARD. The Director will ultimately decide which proposals to fund and the appropriate funding level.

The following criteria will be used to judge the merit of the proposals:

Evaluation Criteria	Maximum Points		
	<i>Applied</i>	<i>Basic</i>	<i>Outreach</i>
Relationship to Horticulture Fund mission and Michigan nursery and ornamental horticulture priorities	25	15	35
Scientific soundness & appropriateness of methodology	25	50	15
Leverage of funds	10	5	10
Extent of partnering with nursery and horticultural industries.	10	15	5
Mechanism to deliver information to Michigan industry	15	5	20
Multidisciplinary and integrated nature	5	5	5
Potential impact on Michigan nursery and ornamental horticulture industries; appropriateness of impact assessment plan	10	5	10
TOTAL	100	100	100

Project Budget Form
MDARD Horticulture Fund Fiscal Year 2025 Projects

Project Title:

Project Principal Investigator:

Proposal Development #:

Horticulture Fund Funds Requested

Budget Item	FY-25	Non-Horticulture Fund dollars*
A. Personnel Wages		
A1. Research associates & post-docs		
A2. Other professionals		
A3. Secretarial & clerical		
A4. Technical, shop & other		
B. Fringe Benefits (Must be charged as direct costs.) See below**		
A5. Undergraduate students – no fringes if enrolled for minimal credits		
A6. Graduate students – including associated fringes		
C. Total Personnel Costs (A+B=C)		
D. Nonexpendable equipment (Attach explanation if any item exceeds \$5,000.)		
E. Materials & Supplies		
F. Travel		
G. Publication		
H. Other Direct Costs (Attach explanation, list of items and individual costs.)		
TOTAL		

* Identify both sources and amounts of non-Horticulture Fund dollars.

** Fringe rate for MABR and MSUE personnel; use fringe rates from MSU Contracts and Grants website.