



# Midwest Poultry Consortium

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## Request for Proposals Midwest Poultry Research Program, FY '10

The Midwest Poultry Consortium announces the RFP for poultry research proposals. **Modifications to proposals may need to be made to satisfy federal guidelines. Multi-state proposals are encouraged. Read instructions carefully.**

An MPRP Review Committee will evaluate proposals and select individual proposals that will be combined into one proposal to be submitted by Iowa State University.

**High priority will be given to research that closely addresses the research priorities established by the poultry industry. (Please refer to *Research Priorities 2009*.)**

**When to Submit:** Proposals are due by **Friday, January 8, 2010** and will need to be sent as an attachment by email to [mwpoultry@comcast.net](mailto:mwpoultry@comcast.net).

**What to Submit:** Proposal application materials are available at <http://www.mwpoultry.org/Grant10.html>

The forms that will need to be completed, saved, and emailed to MPC are:

- **MPRP Cover Page** (This form is used in the review process.)
- **SF 424 (R&R)** This form will serve as your Official Cover Page.
- **Research & Related Other Project Information.** Complete questions 1 & 2. Please attach the items requested in Fields 6, 7, 8, 9 & 10. Please attach Word files. Details on the Project Narrative are given below. (Proposals must include a completed *Other Project Information* form for both **their institution and any subcontractors**. **This form must include: 1) IACUC Approval Date; 2) Animal Welfare Assurance Number.**
- **Research & Related Senior/Key Person Profile.** Please attach Word files.
- **Research and Related Budget.** Complete a budget for each institution requesting funds, as well as a cumulative budget. Attach the budget narrative as indicated on the third page of the budget form in a Word file. **Federal funds may not be used to pay for secretarial support and office supplies. Facilities and Administrative/Indirect Costs, tuition remission and office supplies are not allowed.**
- **Research & Related Project/Performance Site Locations.**
- **CSREES Supplemental Information.** (Complete yellow portions.) Program Code Name: USDA Special Research Grant to MPC.
- **Research & Related Personal Data.**

**INSTRUCTIONS:** These individual forms *will not* be submitted to NIFA (formerly CSREES), but will be used to assist Iowa State University in preparing the overall grant application. Therefore, disregard the instructions on the application and simply:

- Complete entire application form. Required cells will appear in yellow.
- When completed, click the "Save" button (***NOT*** the "Save and Submit" button) at the top of the application package, name the document, and email as an attachment to [mwpoultry@comcast.net](mailto:mwpoultry@comcast.net) with the words "MPRP Submission" in the subject line.

**Any proposal that does not use these forms will not be reviewed.** Proposal narratives will be limited to 10 pages, with up to 3 additional pages for figures and tables for a maximum of 13 pages. We are accepting one-year projects only.

The **Proposal Narrative** *must contain the following* components:

**Introduction.** A clear statement of the long-term goal(s) and supporting objectives or research questions of the proposed project should be included. Summarize the body of knowledge or other past activities that substantiate the need for the proposed project. Describe ongoing or recently completed significant activities related to the proposed project including the work of the key project personnel. Preliminary data/information pertinent to the proposed research should be included in this section.

**Objectives.** Include clear, concise, and complete statements of the aims of the project.

**Rationale and Significance.** Concisely present the rationale behind the proposed research. Document priority-setting process and stakeholder involvement and any regional or national coordination of research. Describe how the application's goals and priorities relate to potential long-range improvement and sustainability of the poultry industry. Novel ideas or contributions that the proposed project offers should also be discussed in this section.

**Approach.** The activities proposed or problems being addressed must be clearly stated and the approaches being applied clearly described. Specifically, **this section must include:**

- A description of the activities proposed and the sequence in which the activities are to be performed;
- Methods to be used in carrying out the proposed project, including the feasibility of the methods;
- Expected outcomes
- Means by which results will be analyzed, assessed or interpreted
- Uses for results or products.
- Timeline for project

**Outreach/Extension Activities.** Clearly describe how the research results will be disseminated to growers, scientific audiences, consumers, or other interested parties.

## **REQUIRED FORMAT**

This proposal should be composed with the language targeted to be meaningful to lay persons from the poultry industry as well as your peer scientists. Prepare the body of your proposal in MS Word. Use 1-inch margins and 12-point Arial font for the body of the text. Single space the text, and left-justify. Put a line space between paragraphs, and before and after all headings. Put all the section headings in bold, 12-point Arial.

## **REPORTING**

Researchers approved for funding must prepare and submit:

- a. An electronic copy of a final report which must include a brief summary of findings for publication on the MPC website, annual report and distribution at appropriate events, as requested by MPC staff. (Interim reports may be requested.)
- b. Interim and final project reports to fulfill the program's federal reporting requirements, as requested by the Project Director at Iowa State University.

**IMPORTANT:** *Receipt of funding is dependent upon submission of all required information. Projects will not be funded if the above forms and any requested additional information are not completed correctly or received in the MPC office by the deadline. PIs are urged to take into account the time required at their institution to obtain approvals. It is suggested that approvals be requested at the time of proposal submission, so as to not risk forfeiting the award because of lack of timely approvals.*