



## **The Center for Produce Safety – BARD Program (CPS-BARD)**

### Request for Proposals

A request for proposals is hereby issued for proposals to be submitted to the The Center for Produce Safety – BARD Program (CPS-BARD) according to the guidelines and procedures outlined herewith.

#### **Purpose**

The purpose of this collaborative framework is to foster collaborative, mission-oriented research between agricultural scientists from USA and Israel, through competitive funding, based on scientists carrying out joint agricultural research in produce safety related areas.

Collaborative research entails *active* collaboration between Israeli and American scientists. Upon request, BARD will assist US scientists in finding Israeli cooperators. Please send a brief abstract by e-mail. Identify the main ideas of the proposed work and include a short c.v.

#### **The priority areas**

The cooperation within this program will focus on the following research topics:

1. Environmental effects on growth or survival of human pathogens in soil amendments and fertilizers
2. Survival and growth requirements for human pathogens on produce
3. Effective human pathogen testing practices from plant tissues
4. Definition of human pathogen reservoirs and vectors and quantification of transference
5. Effective microbial sampling schemes for human pathogens that can be implemented in fruit and vegetable production.

Further details and specific questions to be answered within these priority areas are listed on the CPS website <http://cps.ucdavis.edu>

#### **Proposal Submission Date: February 16, 2009; 5 pm PST**

Submissions can be made three weeks prior to this deadline.

### Proposal Guidelines

#### **Eligibility**

Affiliates of public or private non-profit research institutions that demonstrate the necessary research and development capabilities are eligible for funding. Proposals must be submitted through such legally constituted institutions.

## **Typical Grant**

Research proposals may be 1-3 years in duration with a total requested budget of no more than \$125,000/year.

## **Investigators**

*Principal Investigator* (PI) is that person whose name appears **FIRST** on the cover page of the proposal. The PI is mutually agreed upon by the cooperating scientists and is responsible for the submission of scientific reports, administration of the grant, notification of changes in the work plan and maintaining contact with CPS-BARD.

*Co-principal Investigator* (Co-PI) is that person whose name appears **SECOND** on the cover page of the proposal. The Co-PI is the senior member of the investigating team in the *other* country.

*Collaborating Investigators* are all other investigators, in either country, who are listed on the cover page and are neither the PI nor Co-PI.

## **Submission of Proposals**

- ⇒ **PDF file** of the complete proposal, including the Abstract, is to be uploaded to the BARD website ([www.bard-isus.com](http://www.bard-isus.com))
- ⇒ **The Cover Page and Budget tables** are to be generated from the BARD on-line submission process and incorporated into the proposal file. Clearly indicate on the top of each page “**The CPS-BARD Program**”
- ⇒ In addition the **Abstract File** (rtf, doc, docx) is to be uploaded on-line as a separate file.
- ⇒ **Disclosure of Additional/Pending Funding Resources** – the PI and co-PI will complete this form on-line.
- ⇒ **Authorization (formerly Signature pages)** will be performed on-line by the research authority following review by the institution’s authorizing officer. BARD will accept a proposal for consideration **ONLY** following its authorization by the institution’s authorizing officer via the on-line procedure.
- ⇒ **Five hardcopies**, *identical to the electronic version*, are to be hand delivered to BARD or by courier, post marked no later than the submission date. (One copy will be e-mailed by BARD to the CPS office)

## **The Proposal**

Proposals that do not meet the following requirements will *not* be considered.

**Layout Format:** English, line spacing of 1.5, font equivalent of 12, margins that allow photocopying (~ 2.5 cm all around). Number the pages. Staple the proposal, once only, in the upper left corner. Do not bind.

**Technical Requirements** Include the following items and headings. (If the logic of your proposal so suggests, you may change the exact heading or order of the items):

**Table of Contents** – include page numbers and section headings.

**Abstract** - Do not exceed one page. The abstract should clearly state the definition of the research problem, the objectives, the expected contribution to produce safety and the proposed methodology.

**List of Abbreviations** used in the proposal.

### **Detailed Description of the Research Plan**

The total length of sections I to VI below **is limited to 15 pages**, including figures, photos and any additional material. Adhere to general format requirements. Include the following items, numbered logically to suit the best presentation of your proposal.

- I. Statement of the research problem and its general background.
- II. Concise outline of specific, feasible research objectives.
- III. Hypotheses and their rationale.
- IV. Preliminary results.
- V. Research plan:
  1. Strategies, procedures and methodologies used in addressing the questions asked.
  2. Specific experiments to be conducted and a discussion of their potential pitfalls and possible alternatives.
- VI. Description of the expected results and the significance of their anticipated contributions to the agriculture/environment of the United States and Israel.

**Timetable of the Work Plan** – describe the division of the research tasks between the Israeli and US participants for each year of the project. A graphic or tabular presentation is recommended.

**Details of Cooperation** – The proposal, jointly prepared, should clearly indicate the anticipated cooperative endeavors between the partners, including the work to be carried out in each country and the responsibility of each collaborator. Explain how the cooperating scientists contribute their expertise to the joint effort and whether joint publications are planned.

The Quality of Cooperation is scored by reviewers and panels in their evaluation of the proposal. Types of cooperation are defined below. The highest value is given to synergistic cooperation.

*Synergistic*: Each scientist contributes a specific expertise, facility, or equipment that the other partner can not contribute and without which the final realization of hypothesis testing could not be achieved.

*Complementary*: Each scientist performs essentially the same research using different (biological) systems or methods, thus, widening the scope and strengthening the validity of the results.

*Supportive*: Collaborators with essentially the same expertise divide the research tasks between the laboratories.

**Facilities** – briefly detail the facilities to be dedicated to the project.

**Relevant Bibliography** - include all authors, full title, date, journal name, volume and page numbers. When referencing citations in the text of the proposal, use author(s) names, not the number in the list.

**Curriculum Vitae** - Do not exceed two pages for each investigator. Provide a brief professional biography. Include academic background, research experience, recent, relevant publications, inventions or patents, other achievements.

**Addenda to the proposal** - not allowed.

*in press* articles in *reviewed* journals: attach to the hardcopies and send a PDF copy by e-mail. Relevant articles that reach '*in press*' status after the submission date should be sent by e-mail to BARD for incorporation into the review process ([nitsan@bard-isus.com](mailto:nitsan@bard-isus.com)).

**Letters** *specifically* confirming additional materials, facilities, know-how, etc. may be included. General letters of support for the idea or concept are *not* allowed.

(Tables, figures, etc. **are counted** in the 'Detailed Description of the Research Plan').

## **Budget**

**Budget Summary Table:** A summary table, in the format provided on the BARD website during submission, is required for each funded institution. Use additional columns (or tables) as necessary. Round annual totals to the nearest \$1,000, and individual budget items to the nearest \$100. First year budget may not exceed 36% of the total budget, unless specifically allowed in advance. Overhead may not exceed 20% of the direct costs of the Israeli budget and may not exceed 10% of the direct costs of the US budget.

**Description of the Budget** – Present a separate budget in US dollars for each institution and year of the grant period. Additional funding requests due to price increases during the life of the grant will not be considered. You are expected to incorporate Cost of Living and other increases in the initial computation of the grant. Include the following items in the budget description and justify:

1) *Personnel services*: **Salaries:** PI's and Co-PI's who are paid a salary by their institution, are not entitled to receive salaries from the CPS-BARD grant. Support personnel can receive salaries and social benefits in proportion to the time devoted to the research project. When in doubt, please refer to the BARD office. Specify the percentage of salary that is received as salary from the employing institution and the percentage dependent upon soft money. Indicate the percentage of time to be devoted to the project by each person.

List support personnel and their role in the project. Support personnel can receive salaries and social benefits in proportion to the time devoted to the research project.

## 2) Non-expendable equipment:

Defined as tangible personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

CPS-BARD allows the purchase of specific items of equipment to be used in the supported research and without which the research project cannot be conducted. Large capital expenditures are not included in CPS-BARD's obligations to recipients.

3) *Operating expenses*: Present general operating expenses and a list of estimated costs. Include in-country travel, computer services and supplies. Provide a detailed breakdown and justification when requesting substantial funds.

4) *Foreign travel*: CPS-BARD allows one trip to each country per project (two trips only). Per diem is allowed in accordance with the terms prevailing in the investigator's institution.

## Useful Suggestions for a Successful Proposal

- The abstract should offer concise information to those in the evaluation process who will not see the full proposal. Give great care to its preparation.
- The most important aspects are scientific merit, relevance to agriculture and quality of collaboration. The review process focuses on the objective evaluation of these aspects. Argue them well and present them thoroughly.
- The most common criticisms are 'vague', 'overly ambitious' or 'unfocused'. Present clear objectives, well founded hypotheses and work plans that address the stated objectives. Do not exaggerate the benefits to agriculture.
- CPS-BARD is a mission oriented funding program: aim to solve a specific agricultural/environmental problem.
- Careful proof reading is essential for professional evaluation of the proposal. Give careful attention to correct citations of the literature, spelling and quality photocopying.

## Evaluation

Proposals will be evaluated simultaneously and independently by panel in the US and Israel. Panel members are scientists competent in the relevant area of research. Each panel participates in the selection of outside reviewers to evaluate each proposal. Both panels receive all the reviews. The *ad hoc* reviews assist the panels to formulate their recommendations regarding the proposals.

Panel members prioritize all proposals in their panel in the final step of their evaluation. Each country's panel prepares a written summary of strengths, weaknesses and a recommendation for each proposal that are based upon consideration of the following factors:

- scientific and technological merit of the proposal
- feasibility of the objectives
- relevance to the stated current priorities of the CPS-BARD program
- anticipated benefits to agriculture and or the environment in both countries
- quality of the cooperation between the investigators
- suitability of the investigators and their facilities

requested budget in relation to the research plan

Suggested/Restricted reviewer names: Investigators can submit a *short* list of potential reviewers for CPS-BARD's consideration. Likewise, a *brief* list of persons to whom the proposal should not be sent for review can also be included. In both cases, the list must include specific names (not everyone in a department or laboratory). The address, including e-mail, of the listed persons must be included. This short list must arrive by the submission date. Send to [haim@bard-isus.com](mailto:haim@bard-isus.com).

### ***The Joint Advisory Committee (JAC)***

The Joint Advisory Committee is composed of three American and three Israeli senior scientists; the Executive Directors of CPS and of BARD are *ex officio* members of the JAC. The JAC prepares funding recommendations that are based upon the evaluations and recommendations of the panels in the two countries for the proposals in the submission. This recommendation includes an interdisciplinary priority ranking of the proposals. The Executive Directors present this recommendation to their Boards of Directors for their consideration and decision regarding funding.

### ***The Board of Directors***

The Boards of Directors of the CPS and BARD make all funding decisions.

### ***Notification of Awards***

The Executive Directors of CPS and BARD advise all applicants and their affiliated research officers, in writing, of the decisions of the Boards of Directors during the month of June of the year following the submission. Favorable decisions indicate the amount and duration of the grant and any conditions of support.

**Approved grants** will be executed through two separate grant agreements – one between The Regents of the University of California and the recipient institutions in the US and one between BARD and the recipient institution in Israel. Initiation of the award can follow immediately upon receipt of the notification. Generally, the budget is reviewed and, where necessary, adjusted to the sum awarded. The scientists and their institution decide upon a *single* Start Date for the project and the first payment is made to enable the work to begin at that time.

CPS-BARD Grant Management Guidelines will be developed by submission date.