ESSENTIALS OF A VERMONT INTEGRATED RESEARCH & EXTENSION AWARD (VIRECA) PROPOSAL

I. Title. A brief, clear, specific designation of the subject of the research. A title used by itself should give a good indication of what the project is about. Limit title to 80 characters, including letters, symbols and spaces. Do not use "Research on...", "Investigation of ...", etc.

II. Justification. [Limit to 3 pages] This should describe:

1. The importance and relevance of the problem to the stated VIRECA priorities.

2. The importance and relevance of the proposed activities to specific AES/EXT stakeholders.

3. The importance of starting the work now and reasons for the work being performed collaboratively between the Vermont Agricultural Experiment Station and the University of Vermont Extension (integration).

4. Social, economic, and environmental impacts, such as: the magnitude of the benefits and costs expected from the new knowledge and technology generated; the users of the research results and how the results might be used or disseminated; the potential impact of the results on the problems for stakeholders; and the beneficiaries of the research results and the nature of the benefits.

III. Previous work and present outlook [Limit to 5 pages].

A brief summary covering pertinent previous research on the problem; the status of current research; and the additional information needed, to which the project is expected to contribute. A summary of related current research should be obtained from the Current Research Information System (CRIS) AND SO INDICATED. List literature citations at the end of the project outline.

IV. Objectives [Limit to 2 pages]

A clear, complete, and logically arranged statement of the specific objectives of the project (i.e., what is the purpose of the proposed research and extension integration? What do you expect this research to accomplish or achieve?) All statements on how the objectives will be examined belong under Section V entitled Procedures.
V. Procedures [Limit to 7 pages]

Statements of the research design and planned outreach strategies, the essential working plans, and methods to be used in attaining each of the stated objectives must be included. The procedures should correspond to the objectives and follow the same order. Phases of the work to be undertaken concurrently should be designated. The location of the work and facilities, and equipment needed or available should be indicated. Appropriate methods for statistical analysis of the data should be indicated. Statement on procedures should indicate the mechanisms used to ensure that the research and extension activities have been collaboratively planned, implemented and evaluated.

VI. Duration.

Estimate the number of years (not to exceed two) required to complete the research planned, conduct outreach activities, evaluate research/extension integration for impact, and to disseminate the results. Give starting and ending dates; preferably use the end of the fiscal year (September 30) as the termination date. Material changes in the objectives of a project will require a revised project outline.

VII. Financial Support.

The budget request should be completely described and justified as described in Guidelines for Proposal Development and Submission. Financial requests should be limited to a maximum request of $17,500 per project per year, not to exceed 2 years.

VIII. Personnel.

The co-PIs and other technical or program personnel assigned with their proposed time allocation in scientist years (SY), full-time equivalents (FTEs), professional years (PY), or technical years (TY). List as in the following example:

<table>
<thead>
<tr>
<th>Classification</th>
<th>% Time Allocation in SY, FTE, PY or TY</th>
<th>Role and Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>AES PI: Name</td>
<td>0.30 SY*</td>
<td></td>
</tr>
<tr>
<td>UVM EXT PI: Name</td>
<td>0.30 FTEs</td>
<td></td>
</tr>
<tr>
<td>Graduate Students: Name or # of</td>
<td>0.50 SY*</td>
<td></td>
</tr>
<tr>
<td>Technicians: Names &amp; position</td>
<td>0.75 SY*</td>
<td></td>
</tr>
<tr>
<td>Program Staff: Names &amp; position</td>
<td>1.0 FTEs</td>
<td></td>
</tr>
</tbody>
</table>

*Please note: 30% time of an AES PI= 0.30 SY
30% of an UVM EXT PI is based on PLANNED DAYS
100% time of a Graduate Student= 0.50 PY
25% time of a Technician A, plus
50% time of Technician B= 0.75 TY

THE ROLE AND RESPONSIBILITY OF EACH PARTICIPANT SHOULD BE FULLY DESCRIBED.
IX. Institutional Units Involved.

Each academic unit in the College of Agriculture and Life Sciences, and any other units of the University contributing essential services or facilities. The responsibilities of each should be indicated. If there is an advisory, coordinating, or directing committee for the project, the official title of the committee should be listed.

X. Cooperation.

A statement as to cooperation with the U.S. Department of Agriculture or any other stations, institutions, or other agencies cooperating formally or informally on the project. If the project is part of a regional project, list the regional research project number and title.

XI. Literature Cited

XII. Attachments. PLEASE TYPE ON A SEPARATE SHEET.

A statement of whether or not the proposed research involves human subjects, animals, recombinant DNA, biohazardous substances or radioactive substances. If any of these items are involved, the Principal Investigator must so indicate and must obtain and submit the relevant authorization forms from the Office of Sponsored Programs, 340 Waterman Building.