

SEED RESEARCH PROPOSAL GUIDELINES

A. Title Page

1. Concise descriptive title (100 characters or less)
2. Name of the organization submitting the proposal
3. Name, title, full mailing address and telephone number of the principal investigator and/or investigators
4. Proposed project starting date, duration and total cost

B. Overall Aim and Specific Objectives - This should be a concise statement of what you will actually do and why. It should not exceed one paragraph. Leave more detailed, context-setting to the "Background" section.

C. Relevance to applied Seed Testing/Technology - Discuss the relevance of this work to seed testing /technology. What differences will it make? How does it relate to the established research priorities? Discuss the potential for effective utilization of the results for the benefit of seed testing.

D. Innovative Aspects - Provide a brief statement describing the innovations of the proposed research, how it may improve an existing situation, how it relates to the state-of-the-art or develops new technology. Comparisons of methods among laboratories are generally not acceptable since these can generally be handled through other formats.

E. Background and Rationale - Provide a substantive rationale for the proposed research. Explain the existing problem, the status of previous efforts to solve it, and the logic behind your new approach. Spell out your assumptions, theories, and research hypotheses; address the likelihood of success. Include a brief but complete literature review. If you must cite unpublished work, please enclose copies.

F. Technical Work Plan - Describe in detail your' experimental design (including any statistical issues) and research protocols (including any special techniques). Provide an estimated time schedule for meeting the research objectives.

G. Staff and Resources - List all investigators essential to the project and describe the institutional facilities and resources available for the proposed research.

Budget Information - Provide a full, detailed, justified budget for each year of the proposed project plus appropriate totals. Travel and training must be directly related to the research. Itemize:

1. Salaries
2. Equipment

3. Materials and Supplies
 4. Training (purpose, duration, when, where)
 5. Consultation (topic, amount, rate)
 6. Travel (purpose, duration, when, where)
 7. Other Costs
- I. Submission of Proposals (not to exceed 5 pages)
1. Submit one (1) original electronic copy to the PRC Chairperson.
 2. The deadline date for receiving grant proposals and the granting cycle will vary from year to year and will be published in the Call for Research Proposals each year.

SELECTION OF PROPOSALS FOR FUNDING

- A. The PRC will evaluate the proposals utilizing the following criteria:
1. Scientific and technical quality of the proposal
 2. Scientific validity and quality of research approach
 3. Relevance of proposed research to a previously identified research area.
 4. Feasibility of attaining objectives during proposed time period
 5. Adequacy of professional training or research experience of investigators.
- B. Member(s) of the PRC will not be allowed to evaluate or participate in discussions about his/her own proposal or proposals from his/her research team. In such situations, the PRC Chairperson (or majority of PRC committee members, if the Chairperson's proposal is under consideration) will appoint another person to join the committee to, if deemed necessary, to evaluate the proposal(s) in question and enter into committee discussions regarding the proposal.
- C. When appropriate, the Chairperson of the PRC may appoint a peer panel to evaluate proposals and make recommendations to the PRC regarding their suitability for funding.
- D. The PRC will submit those proposals for funding to the STRF Board of Directors for approval based on availability of funds.
- E. The PRC will also submit a report of the committee's deliberations and actions on all proposals considered. The list of proposals will be available from the STRF website and published in the Seed Technologist Newsletter.
- F. Those agencies receiving grants will not be awarded funds for institutional charges such as overhead.

REPORTING REQUIREMENTS

A. Progress Reporting - A reporting schedule for major progress reviews will be developed based on the research proposal and the major developmental stages of the research. Based on the annual report and major progress reviews, the PRC may suggest alternative approaches to properly focus the research or to improve the schedule and determine if satisfactory progress is being made relative to the investigator's proposal format.

B. Final Report - The general format of the final report will be established at the project's beginning. The format and approach will depend upon the nature of the project. The final report shall be prepared in a publication format to document the entire effort. Reports shall be published in either the Seed Technologists Newsletter or the Seed technology journal. When handbooks or other reference materials logically result from research projects, this will not preclude a published report even if this report simply states that such material is being developed.

C. Evaluation of the Applicability of Results - Upon receipt of the final report by the Chairperson PRC, the report will be circulated, for review, to committee members and other selected knowledgeable specialists.

Studies should be evaluated in the following areas:

1. Were the objectives of the original proposal accomplished?
2. Do the results suggest the need for further study?
3. Do the results indicate the need for addition to or change in the AOSA Rules?
4. Is the information valuable to other seed-related organizations?