



Research  
Funding  
Guidelines  
and Policy

April 14

2021

Center for Poultry and Livestock  
Northwood Office Center  
2215 Forest Hills Drive, Suite 40  
Harrisburg, PA 17112-1099  
Tele: 717-651-5920  
Fax: 717-651-5926

Office Hours: Monday-Friday, 8:00 a.m. to 4 p.m.

**Center for Poultry and Livestock Board Members**

Jim Shirk - Chairman

Dr. Broc Sandelin – Vice Chairman

Dr. Gary Althouse

Dr. Kevin Brightbill

Aaron de Long

Mel Gehman

Deputy Greg Hostetter

Ben Junkins

Mark Martin

Mac Magee

Tom Pastor

Chris Pierce

Dave Swartz

Phil Wise

**Contract Staff:**

Jennifer Reed-Harry, Executive Director

Christine Tartaglione Accounting

## **Center for Poultry & Livestock Overview**

*The Center for Poultry and Livestock was established by the Governor under the PA Farm Bill as part of the June 2019 Budget. The intent of the Center is to focus on poultry, swine, lamb, sheep and goat needs across the Commonwealth. Key areas of focus during the Center's second year include: Biosecurity Planning; Animal Agriculture Infrastructure; Research; Food Safety & Quality Assurance.*

### **Center for Poultry & Livestock** **List of Priority Research for this RFP include:**

This is the 3<sup>rd</sup> RFP for FY 2020-2021 from the Center for Poultry and Livestock Excellence. Please know the Board looks favorably upon projects where there are partnerships as well as funding co-sponsors. At this time, the Board has \$380,000 available for projects related to the following areas if it relates to poultry, swine, lamb, sheep and goat production in the Commonwealth and \$15,000 available for sponsorship of events and activities which attract a statewide (PA) audience.

- Innovative research for mass depopulation of domestic livestock in commercial confinement operations of large scale such as commercial swine and commercial layer facilities, with priority being placed on humane, safe, practical and efficient manners to euthanize large number of animals in a timely manner.
- Practical biosecurity implementation for commercial and backyard domestic livestock operations recognizing the inherent risks of such operations may pose to each other and face from wildlife.
- Increase diagnostic tools offered/available within the PADLS system to support food animal production, with focus on endemic production-oriented diseases and enhanced diagnostic testing modalities to detect, differentiate and manage such pathogens.
- Telemedicine: Development, Training & Opportunities for food animal veterinarians to explore inherent value of remote telemedicine to address challenges in rural PA to support livestock health and animal productivity in remote areas of Pennsylvania.
- Better understand the various ethnic (cultural/faith) markets for better capture direct marketing of food animals custom harvested and traceability to ensure safe & wholesome food

- Solicitation of industry input on specific diseases (PRRS, EDS) to identify and estimate the economic impact the disease would have on PA food animal operations

The Center for Poultry and Livestock Excellence has \$50,000 available for the following:

- SWOT (Strengths, Weaknesses, Opportunities and Threats) Analysis for all of animal agriculture throughout Pennsylvania. This includes an evaluation of small ruminants, swine, poultry, dairy and beef. A complete analysis of the Commonwealth with regional subsection findings will assist in identifying economic impact, environment footprint, regional challenges, and areas of growth for animal health and food safety.

### **Process Timeline and Payment Information**

The Request for Research Proposals will conclude at **11 a.m. on May 10, 2021**. Any proposal received after the time/date will not be considered. There are no set criteria for the length of each request/proposal. It is the duty of those seeking the funding to craft the request for funding in a clear, concise manner outlining the objectives and deliverables of the project to ensure it meets the needs of poultry, swine, lamb, sheep and goat farmers across the Commonwealth.

**The Center for Poultry & Livestock Board will meet on or before May 21, 2021** to review and discuss each proposal. At that time, the Board will vote on which proposals to fund. The Center for Poultry & Livestock have established a rubric to follow to ensure consistency among the reviewers and the review process.

An email notification will be sent to all applicants by **May 24, 2021** regarding the status of your proposal. Proposals selected for funding will have a contract ready for signatures at that time. Once the contract is signed and returned to the Center for Poultry & Livestock office, a check for 50% of the approved funds, along with a copy of the signed contract, will be mailed.

The **mid-term report will be due at a date dependent on the project start date**. Upon receipt of the completed mid-term report, a check for 40% of the approved research funds will be paid.

The **final report will be due at a date dependent upon the project start date**. Upon receipt of the completed final report, the balance of 10% of the approved research funds will be paid.

**Deliverables:**

Those receiving funding from the Center for Poultry and Livestock Excellence are expected to share their results, research, findings and so forth not only with the Center for Poultry and Livestock Excellence but also locally, statewide and nationally.

**Special Notes:**

The Center for Poultry & Livestock board may, at its' sole discretion, void the contract and eliminate all scheduled contract payments if the researcher fails to:

- 1) Return a signed copy of the research contract by the established due date; or
- 2) Provide interim and/or final report to the Center for Poultry & Livestock by the stated due date; or
- 3) Contact the Center for Poultry & Livestock prior to the due date in order to request a change in budget and/or an extension for approved reason(s) when interim and/or final report(s) cannot be completed by contract due dates; or
- 4) Demonstrate the research funds are being used in accordance with the proposal;
- 5) Complete the project because he/she leaves the University.

**Budget Information**

The Center for Poultry & Livestock Excellence is funded from the Pennsylvania State Budget.

**Salaries and Wages:**

Principal investigator – The Board does not pay the principal investigator or co-principal investigator salary/benefits if said PI/ co-PI receive funds from the State Budget to cover their salary/benefits or any portion thereof.

In addition, the Board will not fund foreign collaborators or overseas costs.

The Board can pay salaries for the following:

1. Extension Educators
2. Research associates
3. Graduate students
4. Pre-baccalaureate students
5. Technical, shop and other – (A description of the position must be attached to the research proposal.)
6. Other professionals – (A list of those other professionals is required with the title and position on the research proposal.)

Please note: The researcher must be able to verify that the Center for Poultry & Livestock are funding the appropriate percentage of the salary as it pertains to the individual project. The researcher must provide hourly rate charges as it applies to their research.

### Fringe Benefits

Please provide detailed information in the proposal of the exact amount of funds that will be earmarked for fringe benefits. Please itemize those fringe benefits as health insurance, social security, taxes, retirement, tuition, etc.

### Non-Expendable Equipment

List items and dollar amount for each. The Center for Poultry & Livestock will fund up to 25% of the cost of equipment unless 100% of the Board Members (quorum of said meeting where this is discussed) vote to fund at a higher rate. With that, the Center for Poultry & Livestock relinquishes all ownership of said equipment to the research entity.

### Materials and Supplies

Researcher is required to provide a detailed list of the materials and supplies they are seeking funding for in the proposal

### Travel

The researcher must provide an explanation of what travel is involved and to where. The Center for Poultry & Livestock will not fund any travel outside the Commonwealth. Upon request of the Board, the researcher must provide proper documentation of the mileage and destination. Mileage will be reimbursed at the IRS rate for the project year of the research.

### Publication Costs

The Center for Poultry & Livestock requires detail of what is being published and how it is being utilized. The Center for Poultry & Livestock also requires information on how many copies are being made and detailed receipts of actual publication costs. In addition, the Center for Poultry & Livestock requires that proper attributes be given to the Commonwealth of Pennsylvania, The Governor's Office, The Legislature, The Department of Agriculture and those affiliated the funded project for funding provided.

### All Other Direct Costs

The Center for Poultry & Livestock requires that supporting documentation listing items and dollar amounts be provided.

### Indirect Costs

The Center for Poultry & Livestock **does not** fund indirect costs.

### No Cost Extensions

Requests for no-cost extensions are permissible however must be submitted in writing to the Center for Poultry & Livestock Board no less than 2 months before the scheduled completion of the project and must clearly state a length of time for the extension and completion of the project. A maximum extension of 10 months will be considered.

## **Audit of Research Projects**

The Center for Poultry & Livestock, The Pennsylvania Department of Agriculture and contracted staff will conduct random audits of research projects and financials. Your full cooperation is expected for this audit.

### **Amendment to Research Contract**

If the researcher would like to amend the contract for any reason, an "Amendment to the Research Contract" must be requested.

The researcher must submit in writing (letter or email) the reasons for the request. In addition, the researcher must request approval prior to the action requested in the amendment request. If the Center for Poultry & Livestock agrees to the request, the following amendment will be generated.

#### **Amendment to the Research Funding Agreement**

**Between**

**Center for Poultry & Livestock**

**and**

\_\_\_\_\_ **(Research Entity)**

#### **Purpose:**

The funding agreement between the Center for Poultry & Livestock and \_\_\_\_\_ (Research Entity) made on \_\_\_\_\_ (insert date of agreement), sets forth the agreement of the parties under which the Center for Poultry & Livestock have agreed to provide funding to the research project titled: \_\_\_\_\_ . The purpose of this amendment is to amend certain provisions of that agreement.

#### **Amendment to the Agreement:**

The provisions of the agreement shall remain in force during the term of the agreement, with the following modifications:

1. \_\_\_\_\_ (State reason for amendment)

#### **Approval:**

The Center for Poultry & Livestock and \_\_\_\_\_ (Research Entity) agree that this amendment shall become effective only upon approval of the amendment by both parties.

#### **Approved:**

**Center for Poultry & Livestock**

\_\_\_\_\_ **(Research Entity)**

\_\_\_\_\_  
Title: \_\_\_\_\_

\_\_\_\_\_  
Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_