**California Department of Food and Agriculture**

**Vertebrate Pest Control Research Program**

**2019-2020 Request for Proposals**

Research proposals are currently being accepted by the California Department of Food and Agriculture’s (CDFA) Vertebrate Control Program within the Integrated Pest Control Branch. Proposals may focus on research and/or education projects to enhance control measures of vertebrate pests that pose a significant threat to the welfare of the state’s agricultural economy, infrastructure, environment, and the public. The CDFA does not support proprietary product development projects. Proposals that originate from outside of California are considered if the proposal includes relevance to vertebrate pest concerns within California. Proposals that include other sources of funding are strongly encouraged and welcomed.

**Who May Apply:** Any individual or group may apply.

**How to Apply:**

Applicants are required to complete and submit a proposal to the CDFA Vertebrate Control Program using the required template provided. If associated with University of California or the CALSTATE system, please check if you are required to submit a particular template in addition to the one provided. Proposals should be no more than five pages (plus attachments) and must include the following information using the provided format:

* Project title, location, duration, principal investigator and cooperators(s) contact information (name, title, affiliation, mailing address, telephone number and email address).
* Project duration, start and end date.
* Total Budget Request
* Overall goal of the proposed project.
* Introduction – Background information.
* Description and extent of problem.
* Specific objectives, methodology and expected results or benefits to California vertebrate management.
* Previous research and current control techniques or outreach efforts related to this proposal.
* Need for research or outreach.
* Benefit to California’s Agriculture.
* Budget Justification
* Literature Cited

Proposals must be **submitted via email to the CDFA at** **David.Kratville@cdfa.ca.gov** at any time throughout the year. To be considered for an upcoming meeting, the proposal must be received 45 days prior to the meeting. The CDFA staff will reply with an email confirmation when proposals are received. If you do not receive confirmation within two business days of your submission, contact the Vertebrate Control Program at

(916) 262-1102.

*Note: Proposals must be submitted through CDFA to the Vertebrate Pest Control Research Advisory Committee. Submission made directly to the committee or discussed with members prior to the standard evaluation period will not be accepted. CDFA Vertebrate Control Program Staff are available to answer questions about the proposal process; however, to ensure fair competition, we do not provide guidance on the development of proposals.*

**Budget Template**

Use of the budget template is required and must match the budget justification listed in the proposal. Proposals with budgets submitted reflecting costs outside of the stated guidelines will not be considered for funding. Years will be reflected as each fiscal year from July 1 through June 30. Guidelines below must be followed:

* Equipment – Capital expenditures for general use equipment are not allowed. Special equipment costs are allowable as direct costs provided that single unit items are under $5000.
* Contractual – Hourly rates cannot exceed $65.00.
* Overhead Costs – Overhead costs cannot exceed 10% of total direct costs.

**Evaluation Process**

Proposals will be reviewed by scientific and administrative staff who will conduct an initial review of all submitted proposals for completeness. Proposals will be considered for funding biannually during the Vertebrate Pest Control Research Advisory Committee (VPCRAC) Meetings. The VPCRAC deliberates and discusses the submitted proposals for their scientific, technical and operational merit, and decides in a yes/no vote whether to recommend the proposal for funding. Applicants may also present an oral presentation, not to exceed 15 minutes, to the Committee during the meeting in which your proposal is scheduled for review. It is highly recommended that applicants be in attendance at the VPCRAC Meetings when your project is considered to answer any questions or concerns that the Committee may have.

**Additional Information**

VPCRAC is a Committee comprised of government, industry, academic and public members that are appointed by the Secretary of Agriculture. VPCRAC Members are responsible for recommending to the Secretary research priorities for various vertebrate pest control research projects and the amount of the assessment necessary to carry out those research projects. For more information about VPCRAC and past research projects that were funded, visit their website at www.VPCRAC.org.