Guidelines for McIntire-Stennis Forestry Proposal

A research Proposal must be submitted when a McIntire-Stennis Project is initiated. The proposal is a research plan for the next five years. Limit your text to no more than 5 single-spaced pages (exclusive of forms and citations or references). This proposal is NOT a detailed proposal like those submitted to NIH/NSF etc. Your finished proposal should serve as a general statement of your research plans for the next 5 years and should serve as an umbrella to include grants that you already have or might apply for.

Step 1: Include in your 5-year research plan/proposal the following:
https://nifa.usda.gov/resource/mcintire-stennis-project-proposal-essentials   (text copied below)

 Cover Page. Indicate under the proposal title the legislatively mandated forestry research area (s) that your project is addressing. The current legislatively mandated areas for the M-S program are:
1) Reforestation and management of land for the production of crops of timber and other related products of the forest;
2) Management of forest and related watershed lands to improve conditions of water flow and to protect resources against floods and erosion;
3) Management of forest and related rangeland for production of forage for domestic livestock and game and improvement of food and habitat for wildlife;
4) Management or forest lands for outdoor recreation;
5) Protection of forest land and resources against fire, insects, diseases, or other destructive agents;
6) Utilization of wood and other forest products;
7) Development of sound policies for the management of forest lands and the harvesting and marketing of forest products

Title. A brief description of the subject of the research. The title should reflect the objectives and scope of the project.

 Justification. Present the (1) importance of the problem to agriculture, forestry and rural life of the State or region; (2) reasons for doing the work (such as the needs the project will fill) and doing it at this time; and (3) ways in which public welfare or scientific knowledge will be advanced. In addition to the legislatively mandated forestry research areas, align the project to any of the following high priority issues: 1) science of integration; 2) forest ecosystem services; 3) human attitudes and behaviors; 4) conflict, uncertainty, and decision-making; 5) technological advancements, productivity, and forest applications; and 6) urban ecosystems. Also, address any of the three critical goals for strengthening the M-S Program as described in the current M-S Strategic Plan: "The McIntire-Stennis Cooperative Forestry Research Program 2017 Strategic Plan" 1) create the future generation of forestry educators, scientists, and practitioners through graduate education; 2) build and sustain strategic relationships that enhance overall program effectiveness and support; 3) Communicate and educate the importance, impact, and successes of the McIntire-Stennis Program. The M-S Strategic Plan can be accessed as follows:
http://naufrp.forest.mtu.edu/wp-content/uploads/2016/10/Mac_Stennis_StrategicPlan16PRINT.pdf
McIntire-Stennis aligns with the USDA Strategic Goals FYs 2018-2022
 https://www.usda.gov/our-agency/about-usda/strategic-goals;   specifically Goal 5 'Strengthen the stewardship of private lands through technology and research'. Include how you are addressing stakeholders' input. What may be the benefits of the proposed activity? How will your project enhance the infrastructure of research, education and extension?

Previous Work and Present Outlook. A brief summary of previous research (citing important and relevant publications/literature); status of current research; and the additional knowledge needed which the project is expected to provide. What are the knowledge gaps being addressed? How important is the proposed activity to advancing knowledge and understanding within its own field or across different fields? Provide evidence of the efforts made to avoid duplication of research. Applicants should consider the likelihood that the research is currently undertaken elsewhere, and if so make every effort to ensure they are aware of, and not duplicating such research. If your new project is associated to previously funded projects, describe what was accomplished in the original funded project and how this application will advance the accomplishments of the previously funded project. The CRIS Database (https://cris.nifa.usda.gov/)may assist you in this search and identification of duplicative work being done. (Literature citations are listed at the end of the project proposal.

Objectives. A clear, concise, complete, and logically arranged statement of the specific results to be achieved by the project.

Procedure. A statement of the essential working plans and methods to be used in attaining each of the stated objectives. Procedures should correspond to the objectives and follow the same order. Phases of the work to be undertaken currently should be designated. Location of the work and the facilities and equipment needed should be indicated. Wherever appropriate, the procedure should produce data suitable for statistical analysis. The procedure should reflect careful planning and should provide flexibility for changes if changes became necessary.

Duration and Timetable. An estimate of the maximum time required to complete the project and publish results. For the timetable, list major activities and/or objectives and their corresponding time of completion. For example: Objective 1 will be realized in 7 months' time (Jan. 1 - July 31, 20XX). Projects are limited to a maximum of 5 years. If major changes in the objectives occur, it is advisable that a new or revised project proposal be prepared and submitted. A major change in procedure will require a revision of the project proposal.

Financial Support (Budget). Estimated annual allotments (by funds) to (1) salaries, and (2) maintenance, based on analysis of requirements for labor, equipment, supplies, travel, and other operating expenses. Please indicate total of federal funds and of non- federal funds allotted to the project. Indication of allotment by year is recommended but not required. See example below:

Budget Item	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Total						

Personnel. The leader(s) and other technical workers assigned to the project must include a brief resume' (no more than a page). Past accomplishments, and how these relate to the current research should be indicated. Each subject-matter unit in the agricultural experiment station and any other units of the institution contributing essential services or facilities should be identified and 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. The percent of time committed for concurrent projects must not exceed 100%.

Cooperation/Collaboration. A statement listing the U.S. Department of Agriculture or other station, institutions, or agencies expected to cooperate formally or informally on the project. If project is part of a Regional Project, list Regional Research Project Number.

Literature Cited. Include a list of all literature cited on the body of the project proposal.

Step 2. Review: Each PI assumes responsibility for getting their project peer reviewed. Please choose 3 people who are knowledgeable to review the proposal. We recommend that you choose at least one outside the university person. (An optional review comment is available on the website http://agrilifeas.tamu.edu/fiscal/project-records/ and should have been sent to you through email).

Step 3. Form AG-905: Complete, sign, and have your department head/resident director sign the AG-905 form

Step 4: Email final proposal and reviews to ProjecteRecords@ag.tamu.edu and Chad.Houston@ag.tamu.edu . **Make sure your project number TEX is documented on it.**

Questions: *Contact Project Records:* 979-314-5706.