

# OWC



## OREGON WHEAT COMMISSION

**DATE:** December 27, 2023  
**TO:** Wheat and Barley Researchers  
**FROM:** Tana Simpson, Associate Administrator  
**RE:** Request for Full Research Proposals

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### **Invitation for Full Research Proposal Submission**

The Oregon Wheat Commission (OWC) is requesting full research proposals for work to be potentially conducted July 1, 2024 – June 30, 2025. **Proposals MUST be submitted to the OWC by February 2, 2024 by 5 p.m. PST.**

As a state agency, the OWC is not able to commit to any research project beyond one year. However, we do ask that each proposal indicate the duration of the project in order to assist the Commission in prioritizing multi-year projects. All research projects will be funded on an annual basis and field work may not start before July 1, 2024.

### **Submission**

All proposals should follow the Oregon Wheat Commission Research Proposal Format and not exceed five pages (excluding signature and current/pending pages), unless previously discussed with Commission staff.

- **Proposal Preparation:** Follow the proposal format provided by the OWC. Use the signature, budget page, and current/pending formats provided in this document.
  - The final proposal should be converted to a pdf document, no more than 10 MB maximum size. Do not include page numbers.
  - Include the signature page as the first page in your pdf but please note that actual signatures are not required.
  - Use the following naming convention for your document– LASTNAME\_OWC\_2024-25\_proposal. If you have two or more proposals, after the word “proposal,” add a one-word descriptor.
- **Submit to the Agricultural Research Foundation (ARF):**
  - Submit at <http://agresearchfoundation.oregonstate.edu/webform/oregon-wheat-commission-proposalreport>
  - Signature– we use the OSU DocuSign system to secure needed signatures on proposals. If you have not signed up for this system, please do so at <http://is.oregonstate.edu/docusign>. ARF personnel will route proposals for signatures. You do not need to print a hard copy of the proposal but please be sure that you have accurately and fully completed your signature page.
- **Submit to the OWC:** Submit a pdf copy of the proposal to [tsimpson@oregonwheat.org](mailto:tsimpson@oregonwheat.org).

### **Presentation of Proposals**

The annual Oregon Wheat Research Review will be held on February 12, 2024 at the Hilton Garden Inn in Corvallis, OR and via videoconference.

*The OWC retains the right to fund none, all or part of any research proposal. The OWC also retains the right to discontinue project funding, if in the judgment of the OWC, the goals, objectives, and /or benchmarks of a project are not being accomplished.*

**Signature Page**  
**Proposal Submitted to the Agricultural Research Foundation**  
**for the Oregon Wheat Commission – FY 2024-25 Funding**

**Title:**

**Principal Investigator:**

**Amount Requested:**

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Signature of PI Date

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Signature of Co-PIs (if any) Date

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Signature of Unit Leader (Department Head/Station Director) Date

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Signature of College Date

**Research Proposal Format**  
**Research Proposal for the Agricultural Research Foundation**  
**Oregon Wheat Commission**

- Title:** Title
- Investigator(s):** Identify Principal Investigator(s) and location(s).
- Cooperator(s):** Indicate personnel, location, and contributions. Include only those who will make significant contributions of time or resources to the project.
- Funding History:** List OWC support amount for the previous three years, if any, and amount requested.
- Abstract:** Include a 300-word statement of purpose, summary of objectives, actions taken and anticipated results.
- Objective(s):** List specific objectives. Each must have a measurable result, the simplest being that a particular study was successfully completed though more specific anticipated results are preferred.
- Procedures:** Indicate general procedures to be used in completion of each objective. Provide enough detail to allow reviewers to understand how you intend to achieve your objectives, i.e., a trial with 12 treatments (3 varieties x 4 fertility rates) is planned for three locations (Moro, Condon and Heppner).
- Timelines:** Indicate time needed to accomplish objectives. Indicate months during which actual work will be done and when your final report will be filed.
- Justification:** Include potential benefits to growers, industry, and society. List immediate and longer-term benefits. What impact could this work have?
- Budget:** Indicate funding required to accomplish objectives listed above. No indirect cost or graduate student tuition is allowed.
- Relation to Other Research:** Indicate how this proposed research project fits into your overall research effort. Please complete and attach a current and pending support form.
- Signature Page:** List title of proposal and requested funding level and provide signature blocks for principal investigator(s), department head(s), the Agricultural Exp. Station (Extension Service if a pure extension education proposal) and the OSU Research Office.

Formatting:

Your proposal must include all of the categories listed here, in the order listed. Use Times New Roman font at 12-pitch with a margin of at least one-inch on all sides. **Proposals must not exceed five pages** (signature and current/pending pages are not included in count). Save your proposal as a PDF. Send an electronic copy to [tsimpson@oregonwheat.org](mailto:tsimpson@oregonwheat.org). and upload your PDF into the ARF web form for the OWC - <http://agresearchfoundation.oregonstate.edu/webform/oregon-wheat-commission-proposalreport>

**SAMPLE BUDGET**

Salary:

- Faculty
- Graduate Student
- Other students
- Other Labor (specify type)
- OPE for all categories

Equipment:

Travel:

- Domestic (in state)
- Domestic (out of state)
- Foreign (conferences, etc)

Supplies and Materials:

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**CURRENT AND PENDING SUPPORT**

NAME	SUPPORTING AGENCY	TOTAL \$ AMOUNT	EFFECTIVE AND EXPIRATION DATES	% OF TIME COMMITTED	TITLE OF PROJECT
Current:					
Pending:					