



PENNSYLVANIA SOYBEAN PROMOTION BOARD

c/o American Soybean Association
P.O. Box 319
Salisbury, Maryland 21803

TO: Investigators writing proposals for Pennsylvania Soybean Board consideration

The enclosed forms are for use in developing full proposals for the Pennsylvania Soybean Board to consider for possible funding. Proposals will be more effective if written in clear, crisp language that gives a complete description of what research is to be done. Number of pages is not restricted, but investigators should keep in mind that there is a limit to what most people will read. A brief outline of the format for proposals is as follows:

GRANT APPLICATION TITLE PAGE:

1. Name and address of organization (legal name), short proposal title, list of principle investigators, business address and phone (and FAX) of primary investigator.
2. Measurable objectives of the proposed study. Objectives need to show the project focus and not be "shotgun" objectives. They should be achievable within the time frame proposed (usually 2 years or less).
3. Signatures of the investigators and authorized representatives on the title page. When time is an issue, proposals can be submitted without authorized signatures, but signed copies must follow.

TEXT WRITTEN BY THE INVESTIGATORS:

1. A clear, concise justification for the work showing the importance of the proposal to soybean profitability.
2. A brief review showing how the study compliments previous research in the area or showing that no previous research has been done in an area. Reference key research publications.
3. A detailed research approach with procedures to be used to accomplish the objectives.
4. Brief (1 page total) information about the qualifications of the persons who will perform the work and what each is responsible for relative to the objectives and the approach.

PROPOSAL BUDGET PAGE:

1. A line-item budget. Attach supporting data for all items exceeding \$15,000. Additional budget detail is always helpful to the Research Committee even if the line item does not exceed \$15,000. The United Soybean Board budget policy is that principal or co-principal investigator salary and non-expendable equipment are not fundable.
2. Authorizing signatures on the budget page by the principal investigator and the authorized representative.

CURRENT AND PENDING SUPPORT:

1. This is self-explanatory. The information helps the Board determine the level of commitment to the research area and gives evidence of the size of the investigators' research programs.

Please call the Pennsylvania Soybean Board office at 410-742-9500 for additional detail about the proposal submission process.

Please note on the Grant Application first page under #6. Period of Proposed Project Dates whether the project you are submitting this year is a NEW project or 2nd year of a 3 year project, 3rd year of a 3 year project, etc. Thank you.

FOR ADMINISTRATIVE USE

PROGRAM AREA CODE

PROPOSAL CODE

Soybean Checkoff Research Funding GRANT APPLICATION

1. NAME AND ADDRESS OF ORGANIZATION TO WHICH AWARD SHOULD BE MADE

2. TITLE OF PROPOSAL

3. PRINCIPAL INVESTIGATOR(S)

a. PI #1 Name

b. PI #2 Name

c. PI #3 Name

4. PI #1 BUSINESS ADDRESS

6. PERIOD OF PROPOSED PROJECT DATES

5. PI #1 PHONE NUMBER

7. RESEARCH OBJECTIVES *(List concise statement of objectives to be accomplished by research grants)*

SIGNATURE OF PRINCIPAL INVESTIGATOR(S)

DATE

SIGNATURE OF AUTHORIZED ORGANIZATIONAL REPRESENTATIVE

TITLE

DATE

ADDRESS OF AUTHORIZED REPRESENTATIVE

PHONE NUMBER

Soybean Checkoff Research Funding PROPOSAL BUDGET

ORGANIZATION AND ADDRESS			
PRINCIPAL INVESTIGATOR(S)/PROJECT DIRECTOR(S)	Funds requested for		Institutional Investment
	Year 1	Year 2	
A. Salaries and Wages			
1. Co-principal Investigator(s)	\$	\$	\$
2. Senior Associates			
3. Research Associates - Post doctorate			
4. Other Professionals			
5. Graduate Students			
6. Prebaccalaureate Students			
7. Secretarial - Clerical			
8. Technical, Shop, and Other			
B. Fringe Benefits			
C. Nonexpendable Equipment <i>(Attach supporting data. List items and dollar amounts for each item.)</i>			
D. Materials and Supplies			
E. Travel			
F. Publication Costs			
G. Computer Costs			
H. All Other Direct Costs <i>(Attach supporting data. List items and dollar amounts.)</i>			
I. Indirect Costs	-0-	-0-	
J. TOTAL AMOUNT OF THIS REQUEST			

NAME AND TITLE <i>(type or print)</i>	SIGNATURE	DATE
PRINCIPAL INVESTIGATOR/PROJECT DIRECTOR		
AUTHORIZED ORGANIZATIONAL REPRESENTATIVE		

Soybean Checkoff Research Funding

CURRENT AND PENDING SUPPORT

INSTRUCTIONS:

1. Record information for active and pending projects. (Concurrent submission of a proposal to other organizations will not prejudice its review.)
2. All current research to which principal investigator(s) and other senior personnel have committed a portion of their time must be listed, whether or

not salary for the person involved is included in the budgets of the various projects.

3. Provide analogous information for all proposed research which is being considered by, or which will be submitted in the near future to, other possible sponsors.

NAME (List PI #1 first)	SUPPORTING AGENCY AND PROJECT NUMBER	TOTAL \$ AMOUNT	EFFECTIVE AND EXPIRATION DATES	% OF TIME COMMITTED	TITLE OF PROJECT
	Current				
	Pending				