

Huanglongbing Multi-Agency Coordination Group Project Suggestion Template

Suggestions should be no more than 10 pages in length (not including literature cited). Provide complete and accurate information described in the sections below to facilitate project review and potential selection. Failure to meet basic requirements of the Project Suggestion Template will cause your suggestion to be returned without review.

A description of the Evaluation Criteria that will be used to consider your Project Suggestion is located on the HLB MAC website, along with details about the Suggestion Goal Areas. Please visit the [HLB MAC website](#) to view the Goal Areas and Evaluation Criteria.

HLB MAC suggestions are accepted three times a year (November 1, February 1, and June 1). Email completed suggestion forms to HLBMACgroup@aphis.usda.gov.

I. Introduction Provide the “*Who? What? When? and Where?*” of the project (Sections I.A-I.F below).

A. Suggestion Title

B. Principle Investigator

Provide the name, institution, address, phone, and email of the principle investigator.

C. Co-Investigator(s)

Provide the name, institution, address, phone, and email of all other collaborators.

D. Period of Performance

Indicate the specific dates for the start and end of the project with a maximum of 24 months for project completion.

E. Goals Area

Select the goal area that best aligns with your project. Goal Areas fall into three main categories: *KEEPING HLB OUT OF CITRUS*, *PRODUCING CITRUS UNDER HIGH HLB DISEASE PRESSURE*, and *REMEDIATION*. View the details of each Goal Area on the [HLB MAC website](#).

F. Agreement Number (if project is a continuation or renewal of a previous agreement)

II. Background

- Identify the overall purpose and describe the research to be conducted.
- Describe the relevant previous research that supports the effectiveness of tools and methodologies in this suggestion.
- Describe the need or problem and how this project solves it.
- Identify ways that the proposed project is using tools and employing methodologies that are known to be effective in addressing the problem and that the group carrying out the actions is known to be reliable, experienced, and efficient in conducting such a set of actions.
- Explicitly address the degree to which producers and other industry members are supportive and aware of the proposed tool or solution and that they will find it practical, affordable, easy to use, and easy to implement in an integrated system for HLB management.

III. Goals and Objectives

Huanglongbing Multi-Agency Coordination Group Project Suggestion Template

- Describe the expected results and the near-term benefits to citrus growers that will be derived from this project.
- What outcomes within the **Goal Area** (selected in Section I.E) are expected?
- Explicitly address how the proposed technology or solution is ready for field testing, is effective in managing HLB, and will yield positive impacts or tangible tools and solutions to the citrus industry within 1-2 years.
- Explicitly describe how producers and other industry members are supportive and aware of the proposed tool or solution and how they will find it practical, affordable, easy to use, and easy to implement in an integrated system for HLB management.

IV. Methods (maximum 5 pages)

- Describe the project plan, steps to be taken, and technical approach of this project.
- Why is this the best method to solve the problem described?
- Can the technology or methodology be scaled up and adapted for widespread, commercial use?
- Is the technology/tool/solution practical, affordable, easy to use, and easily integrated system for HLB management affordably implemented by industry and growers?
- How will this technology be transferred to industry and growers?
- Explicitly describe how the proposed project is using tools and employing methodologies that are known to be effective in addressing the problem and that the group carrying out the actions is known to be reliable, experienced, and efficient in conducting such a set of actions.
- Clearly identify the likelihood that producers and other industry members are supportive and aware of the proposed tool or solution and that they will find it practical, affordable, easy to use, and easy to implement in an integrated system for HLB management.
- Explicitly describe how the technology or solution can be scaled up or commercialized within a reasonable amount of time (i.e., Is the delivery system significantly improved and adaptable? Is there a commercial partner that is ready and able to invest in the proposal and make the methods/technology readily available to growers?) Describe plans or approaches for technology transfer and information delivery.
- Include details about how the suggested tool or proposed actions will be broadly applicable over time to different soils, climates, conditions and is compatible with other HLB management activities in different citrus producing states.

V. Milestones and Accomplishments

- Describe the incremental steps that achieve the objectives listed in part III.
- Detail specific targets and provide a timeline for completion.
- Clearly state the intended deliverable at the end of the project or by each defined milestone.
- Explicitly address the ways in which the proposed technology or solution is ready for field testing, is effective in managing HLB, and will yield positive impacts and tangible tools and solutions to the citrus industry in the near term.
- Include details that relate the overall proposal to clearly defined objectives, performance targets, milestones, and resources needed to conduct the work, commensurate with what appears in the budget plan for the scope of work being described.

Huanglongbing Multi-Agency Coordination Group Project Suggestion Template

- Describe how this technology can be scaled up or commercialized within a reasonable amount of time (i.e., Is the delivery system significantly improved and adaptable? Is there a commercial partner that is ready and able to invest in the proposal and make the methods/technology readily available to growers?) Cover the plans or approaches for technology transfer and information delivery.

VI. Prior Experience

- Describe the relevant experience of the principal investigator and other collaborators indicating their ability to successfully complete the project. Include special projects, scientific papers, trade publications, or other evidence of ability to perform the project.
- Include descriptions of how prior projects have met the design objectives and performance targets because milestones, clearly defined objectives, and the appropriately defined resources needed to complete work were commensurate with the scope of work described.
- Highlight the experience related to the project that shows how the group carrying out the actions is known to be reliable, experienced, and efficient in conducting such a set of actions and in using tools and employing methodologies known to be effective in addressing the problem.

VII. Budget

- Explicitly describe the budget, aligning it to the overall proposal in terms of design objectives, performance targets, appropriate milestones, and resources needed to conduct the scope of work being described.
- Provide accurate costs and justifications for the following categories: Salaries, Benefits, Equipment, Supplies, Travel, Contracts, and Other. The *Example Budget Table* that follows shows the kind of information and level of detail expected.
- Note that equipment consists of items with a value of more than \$5,000. All computers and their ancillary components are considered equipment regardless of value.
- Indirect costs cannot exceed 10% of the total direct costs.
- Ensure that project is appropriately resourced to complete the project as indicated in the milestones and deliverables section.
- If the project is longer than 1 year, provide a separate budget for each year. Projects must not, however, exceed 24 months in duration.

EXAMPLE BUDGET TABLE

Budget Category	Amount
PERSONNEL:	
1 PI to assist in project planning, oversight and reporting (80% time for 12 months)	\$40,000
1 Postdoctoral Research Associate for information collection, data analysis and document preparation (1 FTE for 12 months)	\$58,794

Huanglongbing Multi-Agency Coordination Group Project Suggestion Template

Budget Category	Amount
1 Research Assistant II to support data collection, assessments, and analysis. (1 FTE for 12 months)	\$45,732
1 Graduate Student to assist with data analysis (.30 FTE for 8 months)	\$4,256
2 Temporary Lab Technician for sample processing (160 hrs. @ \$15/hr. each)	\$4,800
Subtotal	\$153,582
FRINGE BENEFITS:	
PI (41.1%)	\$16,560
Postdoctoral Research Associate (40.1%)	\$23,576
Research Assistant II (41.4%)	\$18,933
Hourly employee PT (160 hrs.)(9.65%)	\$464
Subtotal	\$59,533
TRAVEL:	
1 Trip to Raleigh, NC for PI and Research Assistant to present findings to PPQ Staff (Flight (\$800), 2 nights lodging (\$200 per night), 3 days per diem (\$112 per day))	\$1,536
1 Conference Trip, American Society of Horticultural Science in Hawaii for PI and Grad Student (Airfare \$500, Hotel 2 Nights, \$418, Taxi to/from Airport \$100)	\$1,936
Weekly travel to the field sites (San Diego, Orange, Los Angeles, Ventura and Santa Barbara) we will need a truck (rented from the University at \$354.61 per month for 8 months) at a cost of \$ 0.535 per mile.	\$4,977
Subtotal	\$8,449
EQUIPMENT	
Laminar flow hood for microbial culturing, and other microbiological work	\$5,000
Sorvall BIOS 16 Bioprocessing Centrifuge for purification of nucleic acids and other constituents	\$60,000
Subtotal	\$65,000
SUPPLIES	
Laboratory supplies (media, petri plates)	\$1,000
Plot supplies (buckets, tubing, irrigation heads, compost, sand, plywood, PVC pipe)	\$3,000
Miscellaneous Supplies	\$500
Subtotal	\$4,500
CONTRACTUAL	
Subcontract with Agricultural University, College of Forestry for access to the tree plantation, provides for local workers and misc. costs incurred with running experiments.	\$11,000

Huanglongbing Multi-Agency Coordination Group Project Suggestion Template

Budget Category	Amount
Subcontract for field bioassays work	\$6,000
Subtotal	\$17,000
OTHER	
Rent for laboratory @\$1050/Mo	\$12,600
Office Space Rental	\$7,400
Grad Student Tuition Fall 2016-Spring 2017	\$8,466
Registration Fee ASHS Conference \$260 per person	\$520
Subtotal	\$5,451
TOTAL DIRECT COSTS	\$337,050
INDIRECT COSTS (10% of total direct cost)	\$33,705
TOTAL	\$370,755