

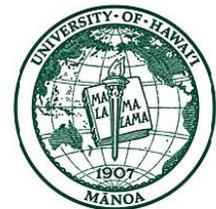
## Horticulture Collaborative Research Support Program (Horticulture CRSP)



### Request for Trellis Fund Project Proposals

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## **INTRODUCTION**

The goal of the Trellis Fund is to link horticultural graduate students in the U.S. to agricultural NGOs/universities/government agencies in developing countries through a unique funding structure. The Trellis Fund will enable the developing-world organizations (DWO) to extend horticultural research to local farmers. Proposals can address horticultural production, pest management, postharvest or marketing problems that face local farmers. Proposals can also address related social and economic processes.

The DWO will complete and submit the proposal below, and Horticulture CRSP will match selected proposals with a horticultural graduate student. In completing the Trellis Fund proposal, the DWO will identify a horticultural problem facing local farmers and the type of expertise they seek in a horticultural graduate student. The proposal will also require the DWO to indicate the project goals, justification, activities, and monitoring and evaluation plans.

The Trellis Fund will pay fellowships to graduate students in agriculture and related programs for corresponding with the DWO via email and honoraria to the DWO staff for extending the knowledge to farmers. We will finance 10 six-month projects (\$3,500 max per project). \$1,500 funds the graduate student and \$2,000 funds the DWO. The DWO can use the funds to pay for the honoraria and transportation costs of extending the information to farmers.

The Trellis Fund expects the DWO to reach at least 180 farmers, an average of 30 farmers per month over a six-month period.

The Trellis Fund is a pilot program that aims to empower smallholder farmers with new information in horticultural production, postharvest and marketing. Our auxiliary goal is to create an enduring funding opportunity aimed at small NGOs that will capitalize from their efficiency and proximity to smallholder farmers. The creators of the Trellis Fund believe that small NGOs can do amazing work, but they are often excluded from grant opportunities because of economies of scale. Work with us to demonstrate that programs aimed at small NGOs can accomplish big benefits.

## **TARGET COUNTRIES**

|            |         |           |            |
|------------|---------|-----------|------------|
| UGANDA     | SENEGAL | GUATEMALA | BANGLADESH |
| ZAMBIA     | GHANA   | NICARAGUA | TAJIKISTAN |
| RWANDA     | MALI    | HONDURAS  | NEPAL      |
| KENYA      | LIBERIA | HAITI     | CAMBODIA   |
| MALAWI     |         |           |            |
| ETHIOPIA   |         |           |            |
| MOZAMBIQUE |         |           |            |
| TANZANIA   |         |           |            |

## **ELIGIBILITY**

The Trellis Fund accepts proposals from NGOs, universities and government agencies that work in our target countries.

## **DURATION AND TIMING**

Awardees of Trellis Fund contracts will have a seven and a half month window to implement a 6-month project. The award period will be 05/18/11 to 12/31/11.

## **TRAINING**

Disseminating new information to local farmers is the primary goal of the Trellis Fund. The DWOs can reach out to local farmers in the manner that they believe will work best. They can use the Trellis Fund money to travel to farmers, they can use the money to bring farmers to them for farmer field days or they can develop educational materials. Farmers cannot be paid to attend meetings or be reimbursed for travel, but the organization can directly pay for their transportation (i.e. hiring a van or bus).

## **PROPOSAL-WRITING INSTRUCTIONS**

Full applications for Trellis Fund awards must contain the following elements:

### 1. Cover Page:

- a. Project Title
- b. Lead organization applying for the award
- c. Names, titles, mailing addresses, e-mail addresses, and telephone numbers of project leaders and collaborators
- d. Signature and contact information for authorized official from the Lead Organization

### 2. Project abstract: (1 page maximum)

- a. Project summary (150 words maximum)
- b. Keywords (maximum 5)
- c. Targeted country
- d. Summary budget:

- Budget Request \$ \_\_\_\_\_
- DWO Contribution

### 3. Technical Narrative (3 page maximum)

#### a. Justification

- Statement of the problem facing local farmers (include number of farmers and estimations of lost income)
- Approach to addressing the problem
- Expected impacts

#### b. Type of expertise that you seek from the horticultural graduate student

#### c. Objectives – should be specific, measurable, achievable, realistic and time-bound

- Explain how local farmers were consulted in creating the proposal's objectives and thus how the proposed project responds to their needs

#### d. Activities and methodology required to accomplish each objective • Provide a detailed plan for how you will reach 180 farmers. Projects that don't reach 180 farmers are eligible if adequate reason is provided.

- Explain how local farmers were consulted in the planning of extension activities and how the project will work with their availability
- Provide a schedule/timeline for the extension activities
- Who will communicate with the graduate student? How will you make sure that the graduate student receives feedback?
- Who will translate the material into the local language?
- Who will disseminate information to local farmers?
- How will you ensure that you are delivering the information in ways that the farmers understand?
- Will the organization travel to the farmers or will the farmers travel to the organization or both?
- How will you track adoption?
- How will you utilize the graduate student's labor (4 hours per week) for the duration of the project, for example, through consultations, development of educational materials, or other creative

means?

- Gender – What percentage of farmers reached will be women? Assess the gender issues in your project (Appendix D).

4. Performance Indicators Table (Appendix A)

5. Monitoring and Evaluation – the projects that focus on production will be responsible for answering the following questions:

- How many farmers were provided with new horticultural information as a result of this project?
- How was the extension delivered?
- How many farmers adopted new practices as a result of this project?
- What practices did they adopt?
- What were the impediments to adopting those practices that were not adopted?
- How many emails/phone calls were exchanged between the U.S. graduate student and the NGO?

The Projects that focus on postharvest or marketing will be responsible for the numbers that they provide in the Performance Indicators

6. Statement of institutional experience in the proposed regions (1 page maximum)

7. Curricula Vitae for project leaders and key project personnel (1 page max. per CV)

8. Budget, using the Horticulture CRSP Interactive Budget. The Trellis Fund cannot finance travel costs of government employees in countries where it is prohibited by USAID's in-country mission.

**SUBMISSION**

Trellis Fund Applications are to be submitted electronically in PDF format by e-mail to hortcrsp@ucdavis.edu. Budgets must be provided as an Excel spreadsheet using the Horticulture CRSP budget form that accompanies this document.

Document Layout:

Paper size: standard 8.5" x 11"      Line spacing: single spaced

Margins: 1 inch on all sides      Minimum font size: 12 point

**DUE DATE**

All applications must be received by close of business March 4, 2011 (5:00 p.m. Pacific Daylight Savings Time). Applications received after the deadline may not be considered for funding.

**EVALUATION PROCESS & CRITERIA**

All proposals will be subject to evaluation by the Horticulture CRSP Management Entity and the Trellis Fund leaders; reviewers will use the criteria outlined in Appendix E.

**ADDITIONAL INFORMATION**

For clarifications and questions, please e-mail Peter Shapland at hortcrsp@ucdavis.edu.

## APPENDIX A

**Performance Indicators** Please complete the Horticulture CRSP Performance Indicator Table. Select the relevant indicators for your project and provide an estimate of the numbers for each activity selected. These indicators will be benchmarks for project success. This form must be submitted with your application and should be referred to when completing your Monitoring and Evaluation Plan.

Table B.2 *Horticulture CRSP Performance Indicators*

| Indicator  | Number | Notes |
|--|--------|-------|
| <b>Production</b>  |        |       |
| Number of farmers who will be provided new horticultural information   |        |       |
| Number of women farmers who will be provided new horticultural information   |        |       |
| Projected number of farmers who will adopt new practices   |        |       |
| Projected number of women farmers who will adopt new practices   |        |       |
| <b>Postharvest Handling and Technology</b>   |        |       |
| Number of male-headed households benefiting directly from postharvest, value added or on-farm processing interventions   |        |       |
| Number of female-headed households benefiting directly from postharvest, value added or on-farm processing interventions |        |       |
| Number of women farmers who will be served by new postharvest technologies   |        |       |
| Number of individuals who have received postharvest training   |        |       |
| Number of women who have received postharvest training   |        |       |
| Number of handlers adopting improved technology or management practices  |        |       |
| Number of women handlers adopting improved technology or management practices  |        |       |
| Number of new technologies or management practices being field tested  |        |       |
| Number of new value added or processing products developed and/or introduced   |        |       |
| <b>Horticulture Market System Development</b>  |        |       |
| Number of farmers who will gain greater access to markets  |        |       |
| Number of women farmers who will gain greater access to markets  |        |       |
| Number of male-headed households who will benefit directly from marketing strategy interventions                         |        |       |

|  |  |  |
|--|--|--|
| Number of female-headed households who will benefit directly from marketing strategy interventions     |  |  |
| Number of new farmer marketing associations formed   |  |  |
| Number of women's organizations associations assisted  |  |  |
| Number of individuals who will receive marketing training  |  |  |
| Number of women who will receive marketing training  |  |  |
| Number of public-private partnerships formed   |  |  |
| Institutional and Capacity Building  |  |  |
| Number of host country institutions, agencies and organizations in direct cooperation or collaboration |  |  |
| Number of professionals conducting agricultural extension  |  |  |
| Number of women professionals conducting agricultural extension  |  |  |

## ***APPENDIX B Budget***

### **Instructions**

The goal of this program is to fund extension. We expect to fund extension-related costs. Although we will not exclude proposals that include other costs, we are more likely to fund the proposals in which the Horticulture CRSP finances extension costs. Horticulture CRSP will issue contracts as fixed-price agreements. The payment of the contract will occur in three installments dependent upon successful completion of the project's objectives.

The Trellis Fund cannot finance travel costs of government employees in countries where it is prohibited by USAID's in-country mission.

Use the Excel budget form that accompanies this document.

## **APPENDIX C Application Review Criteria**

Impartial reviewers from the Horticulture CRSP management entity and Trellis Fund leaders will evaluate all applications. The primary criteria for evaluating proposals are:

**Project Impact:** How well does the proposed project contribute to attainment of the objectives of the Trellis Fund? Specifically, how well will the proposed activities empower horticultural farmers with new information from US universities? The proposed activity can focus on production, pest management, postharvest or markets. Furthermore, are the project activities a well-conceived and viable plan to reach at least 30 farmers/stakeholders per month?

**Partnerships:** How well qualified is the DWO team to conduct the project? Does the DWO have sufficient experience conducting extension activities and working with local farmers or the relevant postharvest/marketing stakeholders? Does the DWO team have the language skills to communicate with a US graduate student? (Organizations without English language skills are still encouraged to apply, as the Trellis Fund may find a few horticultural graduate students who are fluent in French or Spanish.)

**Gender and Enabling Environment:** How well is the gender of stakeholders taken into account? To what extent has gender sensitivity been integrated into activities? How well does the proposed activity broaden the participation of women? Does the project contribute to increased production or market access that will ultimately alleviate poverty, enhance quality of life, and improve economic livelihoods?

**Monitoring, Evaluation and Impact Plan:** How well is the Monitoring and Evaluation plan developed and designed specifically for the proposed project? Are benchmarks established so progress toward achieving objectives can be measured?

The Horticulture CRSP Evaluators will seek a balance between regions, themes, and institutions in making their final recommendations for funding.

## **APPENDIX D Gender Assessment**

### **MINIMUM USAID GENDER GUIDELINES:**

1. USAID guidelines on gender consider that ALL projects should be gender sensitive.
2. USAID guidelines ask everyone to do their utmost to include women as 50% of beneficiaries in ALL areas of your project. This means that if you cannot do so you need to provide justification or when possible find a creative way around constraints.

### **PRINCIPLES :**

1. Gender refers to social characteristics of men and women, such as their different roles within the family or in farming and the types of behavior expected of them (for instance, women are gentle and faithful, men are strong and free). These issues speak to the ability of women and men in specific communities to carry out certain farming activities, to be able to travel outside their immediate area for training and meetings, to be sufficiently educated to participate in training, and so on.
2. Gender stereotypes will vary among cultural groups. It is necessary to be aware of how they function in your particular cultural group because they will affect constraints for both sexes. For instance, if you want to add more weeding on a man's crop and weeding is a woman's task in that culture, you may not get your technology adopted. Include in your proposal an assessment of how you will deal with this.
3. Gender issues also speak to who farms which crops and/or which practices do they do in farming. What are the differential usages of men and women regarding natural resources (water, firewood, etc.)? For instance, women's inability to participate in formal employment or their restraints in mobility may result in their using natural resources in order to get cash. For instance, in Africa women may cut down trees to sell the wood because they have no other income source.
4. Gender issues also exist in regard to scientists, extension agents, and students. This includes both numbers and in men's and women's perspectives.
5. Consider that one of the CRSP goals is to sensitize host country stakeholders at all levels - farmers, extension agents, local and national government officials, researchers, university faculty, etc. - to gender issues.

### **ASSESSING GENDER ISSUES IN YOUR PROPOSAL**

#### **General:**

1. Review your lists of farmers and consider the gender issues with each group
2. In writing your proposal make the sex of your participants explicit
3. Go beyond numbers to consider gender stereotypes that might hamper participation of one group or other.

#### **Farm/Enterprise level:**

Specify the gender division of labor for Horticulture CRSP activities in your target area. Make it clear in your proposal what these are and the implications for your proposal.

1. Identify constraints on women - mobility, resources, etc. - so you can include ways of dealing with this in your proposal.
2. Clarify whether you will be dealing with men or women producers, marketers, and other stakeholders, or both. If not with both, please explain why not.
3. 50% of the farmers reached must be women. Trellis Fund proposals that reach an even greater percentage of women are more likely to be funded.

#### **Extension level:**

1. Aim at working with a minimum of 50% women. If necessary figure out how to find relevant women in or near the communities who might be able to work as assistant extension agents. We will give special consideration to projects that include qualified women as the paid extension specialists.
2. At the community level take into account how men and women are organized into associations, how group activities are structured, and what tasks provide for group communication, such as doing laundry by the stream, or drinking tea under the shade tree.

## ***APPENDIX E Background Information, the Horticulture CRSP***

### ***CRSPs***

- Collaborative Research Support Programs (CRSPs) are funded by the US Agency for International Development (USAID), and have the following goals and characteristics:
- Coordinated, multi-disciplinary research programs that are collaboratively developed and cooperatively implemented, with shared responsibilities between US and host country institutions and scientists. CRSP goals are to support economic growth and to reduce poverty through the generation of knowledge and technologies important to the development of agriculture and natural resources of developing and transition countries, while also contributing to the improvement of agriculture in the US.
- Long-term activities, carried out largely in developing countries, following “global plans” of research goals and strategies to reach them. Research proposals are selected competitively and are subject to approval by USAID and by BIFAD.
- Development of the human and institutional capability of research organizations in the countries where CRSP activities are located. Research projects are a vehicle for this capacity development, as are graduate degree programs, research assistantships, and workshops. The institutional relationships established between CRSPs and host country institutions are intended to be enduring and to transcend the life of the CRSP.

### ***HORTICULTURE CRSP GOALS, OBJECTIVES, AND STRATEGIES***

#### Goals

In addressing the priorities outlined in the RFA and the Global Horticulture Assessment (GHA), the Horticulture CRSP emphasizes challenges and opportunities in seven key areas – gender equity, sustainable crop production, postharvest technology, food safety, market access, and financing. Constraints in each of these areas can limit the opportunity for limited resource communities to participate in the value chain. Equally, in each area there are exciting opportunities to deploy innovative technologies, introduce new germplasm, and create innovative marketing partnerships and strategies that will facilitate their participation. The goals of the Horticulture CRSP are to realize the opportunity that horticultural development offers, of meeting the food needs and improving nutrition and human health in the developing world, while providing opportunities for diversification of income and consequent economic and social advancement of the rural poor and particularly women. The results of the research and training activities for the Horticulture CRSP will increase food security and improve the quality of life of people in developing countries while bringing an international focus to the research, teaching, and extension efforts of U.S. institutions. These goals will be achieved through collaborations between U.S. universities and national and regional institutions abroad that are active in horticulture research and development. Initial programs will target developing countries in sub-Saharan Africa, South Asia, and Latin America.

#### Objectives

The Horticulture CRSP objectives are:

1. To build local scientific and technical capacity,
2. To apply research findings and technical knowledge to increase small producers’ participation in markets, and
3. To facilitate the development of policies that improves local horticultural trade and export capacity.

Strategies for achieving these goals and objectives include:

- To develop knowledge pertaining to horticultural agriculture as a means of building sustainable human, economic, technological and institutional capacity via interventions and strategies, and
- To organize and extend the knowledge developed in modalities that can be readily adapted and implemented for sustainable farming, value chain building, education, training, and decision-making at global, national, regional and local levels.
- Integrated and cross-cutting strategies to achieve these goals are:
- To identify the constraints to production, postharvest, food safety, marketing, environmental and enabling environment for stakeholders in horticultural value chains, particularly small enterprises and those led by women,

- To build institutional and personal capacity through horticultural research activities and their applications
- To invest in education, training, and extension of technology to smallholder producers, agricultural support personnel and institutions in host-country partnerships
- To build and support linkages between producers and markets and their infrastructure through policy recommendation, information and technology interventions for gender-empowering, financial and socioeconomic solutions
- To provide specific and flexible mechanisms through public and private partnership and stakeholder interactions to reduce poverty, improve nutrition, support gender equity, promote food security and invest in pro-poor educational and economic development of small holder production and competitiveness in high-valued horticultural products.

#### Major themes

The Trellis Fund Projects selected for funding by the Horticulture CRSP will address both Information Accessibility and Gender Equity.

#### *Information accessibility*

The Global Horticulture Assessment notes the desperate need in rural communities for information – on marketable crops and varieties, on production techniques, postharvest handling, and market requirements and access. Successful Trellis Fund Project applications will include strategies for extending information and technologies developed during the project, and eventually linkages to the developing Horticultural Knowledge Center.

#### *Gender equity*

In the developing world, women provide as much as 90% of the labor for the production of horticultural crops. Although they represent a reservoir of production and marketing knowledge of what are often termed 'women's crops' they usually are compensated with lower wages and less permanent positions than those available to men. Lacking knowledge of how finance works and where to get it, as well as collateral to insure it, women have unequal access to technology and production inputs and therefore reduced opportunities for economic advancement. All Trellis Fund Projects should consider gender issues.