



Horticulture Collaborative Research Support Program (Horticulture CRSP)

Request for Trellis Fund Project Proposals

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Contents

INTRODUCTION	3
FOCUS COUNTRIES	3
ELIGIBILITY	4
DURATION AND TIMING	4
TRAINING	4
PROPOSAL WRITING INSTRUCTIONS	4
DUE DATE	5
EVALUATION PROCESS & CRITERIA	6
MONITORING AND EVALUATION	6
ADDITIONAL INFORMATION	6
<i>APPENDIX A</i> Budget	7
<i>APPENDIX B</i> Gender Assessment	7
<i>APPENDIX C</i> Background Information, the Horticulture CRSP	8

INTRODUCTION

The goal of the Horticulture CRSP Trellis Fund is to link graduate students in the United States to agricultural NGOs/universities/government agencies and graduate students in developing countries through a unique funding structure. The Trellis Fund will enable the host organizations to conduct adaptive research and extend horticultural information to local farmers and build the capacity of graduate students in the United States and developing countries. Proposals can address horticultural production (including irrigation and fertilization), pest management, postharvest, nutrition or marketing problems that face local farmers. Proposals can also address related social and economic processes.

The host organization will complete and submit a proposal that includes the type of expertise they seek in a U.S. graduate student, the project goals, activities and gender equity program. Proposed projects may be stand-alone interventions or part of broader project. Upon selection, Horticulture CRSP will match the proposal with a U.S. graduate student.

The Trellis Fund will finance up to 12 projects in 2013. It will support the host organization's farmer outreach program with a \$2,000 contract. The host organization can use the funds to pay for educational materials, demonstration plots, transportation costs, and to provide honoraria to the host organization staff for conducting adaptive research and extending new information to farmers. The Trellis Fund will also pay fellowships to U.S. graduate students to cover their travel expenses to visit with the host organization and for corresponding with the host organization via email. The graduate student will be required to travel to visit the host organization for 1-2 weeks to meet his/her project partners and the clientele farmers. Whenever possible, Trellis Fund projects should also include a local university student in order to promote cross-cultural partnerships between developing professionals.

The Trellis Fund expects the host organization to reach at least 180 farmers, an average of 30 farmers per month over a 6-month period between July 1, 2013 and August 1, 2014. At least 90 of the farmers must be women.

The Trellis Fund aims to empower smallholder farmers with new information as well as build long-standing relationships between host organizations and U.S. researchers. The creators of the Trellis Fund believe that small organizations can do amazing work, but they are often excluded from grant opportunities. We invite you to work with us to demonstrate that programs aimed at small organizations can accomplish big impacts.

FOCUS COUNTRIES

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

ELIGIBILITY

The Trellis Fund accepts proposals from developing world organizations in our focus countries on topics related to fruit and vegetable marketing, production or consumption. Preference will be given to first-time applicants, although previous Trellis Fund recipients are welcome to apply.

DURATION AND TIMING

Trellis Fund recipients will be expected to conduct 6-month-long projects. These projects can begin any time after the awards are announced, but must be completed by August 1, 2014.

TRAINING

Host organizations 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, 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). Any travel completed in-country with the visiting U.S. student must be budgeted for by the organization as part of the project funding.

REQUIREMENTS

Granted organizations will be responsible for completing their issued contracts, submitting a mid-term report and a final report. They will also be responsible for following through with the monitoring and evaluation plans that they create with their US graduate student.

PROPOSAL WRITING INSTRUCTIONS

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

1. Cover Page: **(1 page maximum)**
 - Project Title
 - Lead organization applying for the award
 - Institutional mailing addresses
 - Names, titles, email addresses, and telephone numbers of project leaders and collaborators
 - Signature and contact information for authorized official from the Lead Organization
2. Project abstract: **(150 words maximum)**
 - Project summary
 - Targeted country and region or district within country
3. Justification **(300 words maximum)**
 - Statement of the problem facing local farmers that this proposal seeks to address
 - Objectives: The realistic goals you hope to achieve within the time period of your project (bulleted list).
 - Approach to addressing the problem
 - Expected impacts
4. Graduate Student Engagement (50% of total review points!) **(2 pages maximum)** The U.S. graduate student will be committed to a 1-2 week visit to your organization as well as 100 hours of remote work from the United States.
 - Type of expertise that you seek from the U.S. graduate student (Please consider what is reasonable to expect from a student.)
 - Student's trip to your organization
 - A. Plans for the student's modest accommodation for 1-2 weeks (This cost will be covered by the student's fellowship. Do not include in your budget. Organizations are responsible for budgeting for student's in-country transportation.)
 - B. Project review and planning activities
 - C. Site visits to clientele farmers
 - D. Other activities
 - Plan for student collaboration via email and Skype after visit.
 - A. How often will you communicate with the student?

- B. Who will communicate with the graduate student?
- List of assignments (at least 7, but more is better) for the student that will occupy him/her for 100 hours prior to and after the project visit, for example, development of specific educational materials. Be specific and creative! These 100 hours should **not** include the student's visit. These are 100 hours of additional labor before or after the visit.
5. Activities and methodology required to accomplish each objective **(2 pages maximum)**
- 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.
 - Will you conduct trainings?
 - If so, how many training activities will you conduct?
 - Approximately how many farmers will attend each training?
 - Will you travel to the farmer's fields or will you bring them to the organization for training?
 - Will you have a demonstration plot? If so, what is the approximate size of that plot?
 - How are your farmer groups organized? (i.e. do you work with cooperatives, savings groups, families etc.?)
 - What means of communication will you use to reach farmers (radio, visits, television, etc.)?
 - Who will disseminate information to local farmers?
 - Will you create educational materials?
6. Gender – What percentage of farmers reached will be women? How will you determine if women are positively affected by your project? Are there any particular strategies that you will use to reach out to women in your project? (Appendix B) **(300 words maximum)**
7. Monitoring and Evaluation- The U.S. graduate student will work with your organization to help develop a monitoring and evaluation plan, they will be expected to turn this plan in within the first 2 months of your project. You should work together on that plan during the student's visit or over email. Monitoring and evaluation plans will need to include the points listed at the bottom of this page. This activity is a good way for the student to get to familiarize him/herself with your project and for you to begin your collaboration together at the beginning of the project.
- Please identify who from your organization will work on the monitoring and evaluation plan with the U.S. graduate student?
8. Will you be able to identify a local university student to participate or intern with your project? If not possible, please explain. **(200 words maximum)**
- If so, do you have a particular student in mind?
 - How might this local student be able to contribute to your project?
9. Statement of institutional experience in the proposed region and working with local farmers **(1/2 page maximum)**
10. Curricula Vitae for project leaders and key project personnel **(1 page maximum per CV)**
11. Budget and activity timeline, using the Horticulture CRSP Interactive Excel sheet (<http://hortcrsp.ucdavis.edu/main/trellis.html>)

SUBMISSION

Trellis Fund Applications are to be submitted electronically in PDF format by email to elanahortcrsp@gmail.com. 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 04, 2013 (5:00 p.m. Pacific Standard Time). Applications received after the deadline may not be considered for funding.

EVALUATION PROCESS & CRITERIA

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

50 Points - Graduate Student Engagement: How well does the host organization engage the graduate student and a student in the focus country?

50 Points - Project Impact: How well will the proposed project empower horticultural farmers with new information? How relevant is the adaptive research to local growers? Do the project activities have a viable plan to reach at least 180 farmers/stakeholders? Are at least half of the participants women? How well is the gender of stakeholders taken into account? How well qualified is the host organization team to conduct the project? Does the host organization have sufficient experience working with local farmers or the relevant postharvest/marketing stakeholders?

MONITORING AND EVALUATION

Each organization will be responsible for carrying out the monitoring and evaluation plan that they design with their US graduate student. However, each project will also be responsible for answering the following questions for Horticulture CRSP in their final report:

- a. How many farmers were directly engaged and provided with new horticultural information as a result of this project?
- b. How was the extension delivered?
- c. What practices did they adopt?
- d. What were the barriers to adopting those practices that were not adopted?

ADDITIONAL INFORMATION

For clarifications and questions, please e-mail Elana Peach-Fine at elanahortcrsp@gmail.com or Kelsey Barale at kjbarale@ucdavis.edu. See our website for more information about the Horticulture CRSP Trellis Fund and past Trellis projects <http://hortcrsp.ucdavis.edu/main/trellis.html>.

APPENDIX A: BUDGET AND ACTIVITY TIMELINE

Instructions

The goal of this program is to fund adaptive research and extension. We expect to fund research and extension-related costs. Horticulture CRSP will issue contracts as fixed-price agreements. The payment of the contract will occur in two installments, dependent upon successful completion of the project's activities. The activity timeline will be used to determine if the organization is ready to receive their second installment of funding.

Recipients are encouraged to cost-share on Horticulture CRSP project expenses as evidence of institutional commitment and support for the program; however, this is not mandatory.

Do not include the U.S. graduate student's accommodation costs in your budget. He/she will use his/her fellowship for the cost of air travel and modest accommodation. The student will have a limited budget and can only afford to stay in reasonably priced accommodations or with a host family. Please **do** include the cost of in-country travel that you will do with the U.S. graduate student during his/her visit.

The Trellis Fund cannot finance travel costs of government employees in countries where it is prohibited by USAID's in-country mission. Trellis organizations must possess an institutional bank account to be funded.

Use the Excel budget form that accompanies this document.

(http://hortcrsp.ucdavis.edu/main/trellis/2013_Budget_Activity_Template.xls)

APPENDIX B: 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 at least 50% of beneficiaries in ALL areas of your project. This means that if you cannot do so you need to provide justification as to why, 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. 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 gender constraints or stereotypes.
3. Gender issues also include who farms which crops and/or which practices 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 her using natural resources to get cash.
4. Gender issues also exist in regard to scientists, extension agents, and students. This includes both in terms of numbers of these indicators and in men's and women's perspectives.
5. Consider that one of the Horticulture 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 gender of your participants explicit

3. Go beyond numbers to consider gender stereotypes that might hamper participation of one group or other and how you might creatively develop solutions.

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.

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.
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.

HORTICULTURE CRSP GOALS, OBJECTIVES, AND STRATEGIES

The Horticulture CRSP builds international partnerships for fruit and vegetable research that improves livelihoods in developing countries. Horticulture CRSP has supported collaborations with more than 18 universities and 200 organizations on projects for smallholder growers around the world. Each of our projects includes partners from a U.S. university and from an organization in a developing country, particularly from those countries in Africa, Latin America and Asia prioritized by USAID.

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.

Major themes

The Trellis Fund Projects selected for funding by the Horticulture CRSP will address access to information and research capacity, technological innovation and gender equity.

Access to Information and Research Capacity

Commercial success in horticulture depends on improved cultivars, management tools, market knowledge and effective postharvest practices. Sustained horticultural growth requires access to reliable information, a well trained workforce and local capacity to conduct both original and adaptive research.

Technological Innovation

Given the complexity of horticulture, innovative "leapfrog" technologies can reduce constraints and input costs that limit the ability of smallholder farmers to achieve maximum profitability in the production and marketing of high-value horticultural products.

Gender equity

Women are the traditional cultivators and marketers of horticultural crops—up to 75 percent of the labor force in many countries where vegetables, fruits and cut flowers are considered "women's crops."When provided equitable training, women growers are well poised to increase productivity and expand horticultural markets. All Trellis Fund Projects should consider gender issues.