Feed the Future Innovation Lab
For Collaborative Research on Horticulture
(Horticulture Innovation Lab)

Trellis Fund Project Development Concept Note Application Form

NOTE: The 2014-2015 Trellis Fund consists of **two possible** funding tracks: **Technical Proposals** and **Project Development Concepts Notes**. This application is for the Project Development track. If you are submitting a Technical Proposal, visit http://horticulture.ucdavis.edu/main/trellis.html to download the RFP with application submission instructions.

Date of Release: July 18, 2014
Applications Due: September 15, 2014
Funding decisions: November 1, 2014
Student decisions announced: February, 2015
Funding Available Starting On: March 1, 2015
Students travel to organizations: March or April, 2015
Projects Completed By: December 31, 2015
Funding available contingent on funding by USAID

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 Sponsored by the United States Agency for International Development (USAID) and participating U.S. and host country institutions around the world.

1. Applicant	Organization Name		
	Institutional Mailing Address		
	Number of Staff Members		
	Project Leaders	Name	
		Title	
		Email Address	
		Telephone	
		Name	
		Title	
		Email Address	
		Telephone	
		Name	
		Title	
		Email Address	
		Telephone	

2. Problem Statement *(150 word maximum)*
  The specific problem or challenge faced by farmers in the region that project will address.

3. Project Objectives *(250 word maximum)*
    The realistic goals you hope to achieve within the time period of your project (bulleted list).

4. Project Information	Target Country and Region or District within Country	
	Expected Outcomes A bulleted list of the desired impacts the project will have on farmers in the community *(200 word maximum)*	

| 5. Graduate Student Engagement *(25% of total review points)* | **Student Skills**
Select 3 skills that apply to this project | ☐Grant Writing ☐Budgeting ☐Needs Assessments ☐Monitoring and Evaluation ☐Interviews and Surveys | ☐Group Facilitation ☐Curriculum Development ☐Translation ☐Project Management ☐Other: |
| | **Student Visit** | **Student Modest Accommodation**
Describe where the student will stay. This is covered by Trellis Fund (Do not include in budget) | |

		Planned Visit Activities A bulleted list of all activities the student will participate in during their stay *(list at least 7 activities)*	
	Plan for Student Collaboration Before and After Visit	**Name of Primary Contact for Student**	
		How Will the Organization Communicate with the Student?	
		Frequency of Communication	
		Expected Student Contributions from the U.S. *(Bulleted list. Please list 75 hours total of activities that the student will do for the project from the United States <u>before and after</u> the visit to your organization)*	

6. Statement of Institutional Experience in the Proposed Region and Working with Local Farmers
   (150 word maximum)

7. Curricula Vitae or Resumes of Project Leaders and Key Project Personnel
   (1 page maximum each)
   Attach as separate document

8. Budget
   Attached as separate document using Horticulture Innovation Lab spreadsheet:
   http://horticulture.ucdavis.edu/main/trellis/2014_ConceptNote_Budget_Template.xls

9. Authorized Official Signature