NIFA Fellowships Grant Program Workshop
• Introductions
• Due dates
• NIFA’s goals and objectives
• How to write so that you meet their goals and objectives
• Important stuff: budgets, approvals, etc.
• Q&A –all throughout but this is for those leftover questions
INTRODUCTIONS

- Name
- Department
- Pre-doctoral, post-doctoral or other
DUE DATES (AMY)

- February 20, 5 PM—this is when it is submitted
- To accomplish this:
  - route for approval by February 17
    - What does this mean?
    - Near final draft narrative
    - Final budget
    - To ensure no technical glitches, submit morning of Feb 20
PURPOSE/GOAL (DAWN)

• Remember—you always writing for their purpose….
• Pg.3: The program goal is to develop the next generation of research, education, and extension professionals in the food and agricultural sciences.

The AFRI NIFA Fellowships Grant Program is focused on
• developing technical and functional competence for predoctoral students and

• the research independence and teaching credentials of post-doctoral students in the agriculture, forestry, and food sciences that are within NIFA’s challenge and foundational program areas

• through well-developed and highly interactive mentoring and training activities.
The NIFA Fellows are individuals who have the potential for remarkable accomplishments in agricultural science.

The Program seeks to develop the technical and academic competence of doctoral candidates and the research independence and teaching competencies of postdoctoral students in the food, forestry and agricultural sciences, which are within NIFA’s AFRI Challenge Areas,

through well-developed and highly interactive mentoring and training activities. Project types supported by AFRI within this RFA include single-function Research, Education, and Extension Projects and multi-function Integrated Research, Education, and/or Extension Projects.
Foundational

- Plant health and production and plant products;
- Animal health and production and animal products;
- Food Safety, nutrition, and health;
- Renewable energy, natural resources, and environment;
- Agriculture systems and technology; and
- Agriculture economics and rural communities.
- [http://www.nifa.usda.gov/funding/rfas/afri.html](http://www.nifa.usda.gov/funding/rfas/afri.html) (click on Fellowship text option)

Challenge

- Agricultural and Natural Resources Science for Climate Variability and Change;
- Childhood Obesity Prevention;
- Food Safety;
- Food Security;
- Sustainable Bioenergy; and
- Water Resources.
• Priority to novel and innovative approaches. Multidisciplinary and interdisciplinary approaches are encouraged

• Pre-doctoral—program fits inside of mentors area, usually an extension of that work.

• Post-doctoral-can fit inside mentor scientific area, but must be independent.
RESEARCH
• Single-function
• Fundamental
• Applied
• multidisciplinary

EDUCATION
• Single function
• Develop human capital
• show alignment with increasing technical competency in AFRI priority areas
• Students trained (Assoc/Bacc/Master’s or doctoral)
• OR
• Teachers (k-12 and higher ed)
• Measureable, documentable changes in learning, actions or conditions.
• Synthesize and incorporate wide range of latest relevant research results

EXTENSION
• Single function
• Science-based program and activities
• Range from Community based to national
• Range from face-to-face to electronic or combination
• Measurable, documentable changes in learning, actions.
• Synthesize and incorporate wide range of latest relevant research results
INTEGRATED (PG 17)

- Includes at least 2 (Research, Education, Extension)
- No more than 2/3 of budget can focus on a single component
- “Resolve today’s problems through the application of science-based knowledge and address needs identified by stakeholders”
- See www.nifa.usda.gov/funding/integrated/integrated.html for additional info on tips for writing and an example.
- Integrated? Contact program manager!
Requirements in the RFA (Narrative)

Project Narrative must include all of the following:
1) Response to Previous Review (if applicable)
2) Training/Career Development Plan
3) Mentoring Plan
   a) Briefly indicate how the mentoring and educational training will add to the skill sets of the NIFA Fellow.
   b) Briefly explain the commitment of the primary mentor.
   c) Briefly describe the role of collaborating mentors (if applicable).
   d) With respect to the Primary Mentor, provide a list of former mentees and their current positions.
   e) Briefly list and explain the role of other non-primary mentors.
4) Project Plan
   a) Introduction.
   b) Rationale and Significance
   c) Approach
5) Evaluation Plan
2. Training and Career Plan (Shawn)

A description of all activities that applicant plans to perform and participate in that will enhance the pre- or postdoctoral training during the fellowship award period.

For Predoctoral Fellowship

Personal statement addressing future career directions or preparation for entering the workforce
Overall career goals and objectives
How the fellowship will allow them to accomplish their professional goals and objectives.
May also include any extension and educational activities (e.g., teaching in formal or informal settings) to enhance their career development that will be undertaken during their doctoral training.

For Postdoctoral Fellowship applicants,

Plans for transition to career independence by development of professional skills that include teaching competencies; what those career and training goals are; and results of the postdoctoral fellow’s previous and current research and scholarships that include publications, presentations, etc.
3. Mentoring Plan

The applicants are expected to engage their mentors and/or advisors in the development of their application.

Identify a Primary mentor(s) for projects and professional development. Role of collaborating mentors should be clearly described.

For predoctoral applications, if the primary mentor is not the student’s graduate advisor or laboratory sponsor, the relationship between advisor’s work and the primary mentor’s research should be clearly defined.

Commitment of the mentor(s) is included in the evaluation. NEED
3. Mentoring Plan

a) Indicate how the mentoring and educational training will add to the skill sets of the NIFA Fellow.

b) Briefly explain the commitment of the primary mentor.

c) Briefly describe the role of collaborating mentors (if applicable).

d) With respect to the Primary Mentor, provide a list of former mentees and their current positions.

e) Briefly list and explain the role of other non-primary mentors.
Suggestions for Mentoring Plan

- Self-assessment of skills, strengths and deficits
- Identify and set goals (short- long-term)
- Make a plan for meet your academic and professional goals
- Devise a plan with your mentor (commitments, responsibilities, expectations, meetings, agenda, etc.)
- Assess progress and outcomes
CAREER AREAS

- Technical and research skills
- Communication
- Writing Grants and Fellowships
- Teaching and Mentoring
- Research and Ethics
- Community Engagement
- Entrepreneurship
- Networking
- Leadership opportunities
- Project management
4. PROJECT PLAN

Project Plan

• Encourage you to write a synopsis answering these 4 questions for yourself, then use this as a guideline for writing the Project plan
  – What is the problem you’re trying to solve for NIFA? Think of the game Jeopardy-- (look at the Challenge Areas and priority programs as your guide)
  – What has already been done to address this problem?
  – What gap remains?
  – What part of the Gap are you addressing?
4 (a) Introduction

4 (b) Rationale and significance

4 (c) Approach
5. Evaluation Plan

A plan for evaluating progress towards **objectives related to the training/career development plan, mentoring plan, and project plan**.

- **milestones**, which signify the completion of a major deliverable, events, or accomplishment and serve to verify that the project is on schedule and on track for successful conclusion.

- **descriptions of indicators** that will be measured to evaluate whether the education activities are successful in achieving project goals and contribute to the achievement of the stated program goals and outcomes;

- **dissemination plan** describing the methods that will be used to communicate findings and project accomplishments.
PREDOCTORAL FELLOWSHIP BUDGET

• Must not exceed $79,000 total;
• Up to 2 years of funding;
• Not renewable;
• Stipend support – up to $20,000 per year;
• Tuition, fees, and fringe benefits (up to $12,000 per year);
• Supplies needed to complete the project (up to $5,000 per year);
• Travel (up to $2,500 per year)
• Institutional allowance ($2,400 per year);
• If funded, the Project Director (Fellow) will be required to attend one (1) AFRI NIFA Fellows Project Directors’ meeting in Washington DC during the performance period of the award. Reasonable travel expenses should be budgeted.
POSTDOCTORAL FELLOWSHIP BUDGET

- Must not exceed $150,000 total;
- Up to 2 years of funding;
- Not renewable;
- Stipend support – up to $20,000 per year;
- Primarily for salary support although fringes, supplies, travel, workshops and publications are allowable;
- Expenditures beyond salary support may not exceed $30,000 per year and must be itemized and properly justified;
• Institutional allowance ($2,400 per year);
• If funded, the Project Director (Fellow) will be required to attend one (1) AFRI NIFA Fellows Project Directors’ meeting in Washington DC during the performance period of the award. Reasonable travel expenses should be budgeted.
• Written in narrative format, explaining all items in the budget and justifying the need.
• If consulting, collaborative arrangements, or subcontracts are budget, these arrangements should be fully explained and justified.
OTHER REQUIRED DOCUMENTS

- Project Summary
- Bibliography & References Cited
- Facilities & Other Resources to be used on the project
- Equipment to be used on the project
- Key Personnel Roles
- Biographical Sketch (CV) for each Senior Person listed
• Letters
  • Primary Mentor (required), Collaborating Mentor (if applicable), Reference Letters (no more than 3 @ 1 page each), Academic Standing, Letters of Support
• Preprints (if applicable)
• Current & Pending Support documents (pre-award will prepare)
• Conflict of Interest list for each key person listed
• Scholarship Achievement
• Proposal Worksheet (internal)
https://www.purdue.edu/business/sps/webapp/proposal/proposalworksheet.php

• Key Words – Five (5) to ten (10) key words that describe the proposed project.
• Application will be submitted electronically through Grants.gov by Pre-award.
• Early submissions are strongly encouraged
• Application must be received, error free, and validated by the Grants.gov server no later than 5:00 p.m. on the due date
• Submission confirmation will be forwarded to the Fellow.
• Have your mentor and others read it after Draft 1 and before submission
• Review document against the Review Criteria found on page 34
• White space and figures/pictures are good
# Proposed Writing Deadlines

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<thead>
<tr>
<th>Document/activity</th>
<th>Week of Feb 3</th>
<th>Week of Feb 10</th>
<th>Week of Feb 17</th>
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<tbody>
<tr>
<td>Narrative</td>
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<tr>
<td>• Training/career dev plan</td>
<td>Draft 1 Feb 7</td>
<td>Draft 2 Feb 13</td>
<td>Final: Feb 19</td>
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<td>• Mentoring Plan</td>
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<td>• Project Plan</td>
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<td>• Evaluation Plan</td>
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<tr>
<td>CV (biosketch)</td>
<td>Draft 1 to Dawn Feb 7</td>
<td>Comments from Dawn Feb 12</td>
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<td>Budget</td>
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<td>Current and Pending (Amy)</td>
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<td>Draft Feb 13</td>
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<td>Letters of Support (reference letters-3 plus letter from Mentors)</td>
<td>Make requests/supply them with required elements Feb 4</td>
<td>Final: Feb 14</td>
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QUESTIONS ?