



Research  
Funding  
Guidelines  
and Policy

January 1

2019

Pennsylvania Soybean Board  
Northwood Office Center  
2215 Forest Hills Drive, Suite 40  
Harrisburg, PA 17112-1099  
Tele: 717-651-5922  
Fax: 717-651-5926

[www.pasoybean.org](http://www.pasoybean.org)  
[contact@pasoybean.org](mailto:contact@pasoybean.org)

Office Hours: Monday-Friday, 8:00 a.m. to 4 p.m.

**Pennsylvania Soybean Board**  
**FY 2018-FY 2019 Board of Directors**

John Harrell (Lebanon County) - Chairman  
Emily Landis (Centre County) – Vice Chairman  
Steven Hykes (Franklin County) – Secretary/Treasurer  
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Rick Telesz (Lawrence County)

**Independent Contract Staff:**

Jennifer Reed-Harry, Executive Director  
Holly Fritz Slegowski, Communications and Publications  
Karen Deimler, Accounting

## **PA Soybean Board Overview**

*The Pennsylvania Soybean Board administers the national soybean checkoff program, approved by Congress in 1990. Under its terms, farmers “check off” 50 cents for every \$100 at the first point of sale of their beans. Half goes to the state, with the remainder to the United Soybean Board. The money is used to fund or support soybean research, market development and education.*

*The Pennsylvania Soybean Board promotes the growth and development of Pennsylvania’s soybean industry.*

### **Pennsylvania Soybean Board Mission Statement**

The Pennsylvania Soybean Board will invest soybean checkoff resources to advance soybeans in the Commonwealth, enhance sustainability, and provide opportunities for PA Soybean Growers.

<b>Soybean Board Objectives from 2016 Strategic Planning Process (In order of ranked importance to the Board)</b>	<b>Percent of checkoff funds to Allocate</b>
<b>1. Advance Animal Agriculture in Pennsylvania and the Eastern Region.</b>	23.3%
<b>2. Pennsylvania and Eastern Region Soybean Farmers are aware of and use sustainable production practices.</b>	23.3%
<b>3. Key influencers and decision makers understand the benefits of GMO production.</b>	16.1%
<b>4. Pennsylvania and Eastern Region Soybean Farmers use new varieties of soybeans, including high oleic soybeans.</b>	16.1%
<b>5. Key influencers and decision makers understand the issues, benefits and challenges of Agriculture in Pennsylvania and the Eastern Region.</b>	10%
<b>6. Promote the use of biofuels and bioheat through partnering opportunities.</b>	10%

## **Pennsylvania Soybean Board List of Research Ideas**

The following list of research proposal ideas surfaced at Soybean Board meetings and events. This list is not inclusive as to what the Board will fund, but rather a listing of possible topics to be considered by researchers.

### **Areas of Focus**

- Meal
- Protein and Oil
- Sustainability
- Animal Agriculture
- Varieties/Traits/Attributes
- Biofuels/Bioheat

### **Potential Issues /Suggesions for Research Projects**

- Slugs
- Crop Damage from deer, groundhogs, etc.
- White mold and other pathogens
- Edible soybeans – production and markets
- New uses – food and non-food
- Measuring soybean components – consistency and efficiently
- Organic food: Is it affecting the conventional food market, supply, public health and/or public perception?
- Feeding quality for livestock – whole, cooked, meal – nutritional value
- Oil and protein – research on beans with higher levels – cost effectiveness
- Merchandising –future challenges – changes –market demand driving production
- New methods of soybean inoculants
- Response of post application with additives
- Whole bean vs. by-products in animal feed
- High yielding soybeans – varieties, production methods
- Plant genetics/physiology
- Overcoming yield plateau
- Field information and technical support – information distribution
- Economics of weed control – thresholds, cost impact
- Economic responses for varying planting dates
- Soybean rust, sentinel plots
- Soybean aphid
- Wildlife - spray-on additives/control
- Roundup resistant weeds
- Fungicide use on soybeans
- Stink bugs
- Container export shipping to foreign markets that may need non-GMO, high protein, etc.
- Soil Health

## **Process Timeline and Payment Information**

The Request for Research Proposals will conclude at **3 p.m. on January 29, 2019**. Any proposal received after that date will not be considered. **All videos must be submitted via Dropbox.** (If you don't already have a Dropbox account, you can set up a free account at [www.dropbox.com](http://www.dropbox.com).) Put your MP4 video into a Dropbox folder and share/send a link to [contact@pasoybean.org](mailto:contact@pasoybean.org). DO NOT submit a PowerPoint presentation – the board will not consider any funding request submitted with a PowerPoint presentation. All videos must have quality audio and visual. In addition, all videos must be in the English language.

All videos must:

- Be no longer than 4 minutes
- Be of good sound quality and understandable, easy to follow and be explicit in expressing how soybean farmers will benefit from this proposal

All proposals will be forwarded to the Pennsylvania Soybean Board for their review.

**The Board will meet on February 7, 2019** to review and discuss each proposal. At that time, the Board will vote on which proposals to fund.

An email notification will be sent to all applicants by **February 11, 2019** regarding the status of your proposal.

Proposals selected for funding will have a contract for researcher/university signatures by **February 18, 2019**.

Once the contract is signed and returned to the Pennsylvania Soybean Board office, a check for 50% of the approved research funds, along with a copy of the signed contract, will be mailed.

The **mid-term report will be due by August 20, 2019**. Upon receipt of the completed mid-term report, a check for 40% of the approved research funds will be paid. If you do not submit the midterm report on time, this will be noted and considered when reviewing future funding requests. Mid-term reports are to be submitted via email to [contact@pasoybean.org](mailto:contact@pasoybean.org).

**The final report will be due on or before March 13, 2020. The final report must be both a written, detailed report as well as a short video (no more than 5 minutes), outlining the results of the research project (in layman's terms). The video should be uploaded to Dropbox and the link then shared/sent to contact@pasoybean.org. The video will then be posted on the PA Soybean Boards website.** Upon receipt of the completed final report, the balance of 10% of the approved research funds will be paid.

**Special Notes:**

The soybean board may, at its' sole discretion, void the contract and eliminate all scheduled contract payments if the researcher fails to:

- 1) Return a signed copy of the research contract by the established due date; or
- 2) Provide interim and/or final report to the soybean board by the stated due date;  
or
- 3) Contact the soybean board prior to the due date in order to request a change in budget and/or an extension for approved reason(s) when interim and/or final report(s) cannot be completed by contract due dates; or
- 4) Demonstrate the research funds are being used in accordance with the proposal;
- 5) Sign and submit the Conflict of Interest Form (attached);
- 6) Complete the project because he/she leaves the University.

**Budget Information**

**Salaries and Wages:**

Principal investigator – The Board does not pay the principal investigator salary/benefits

The Board can pay salaries for the following:

1. Co-principal Investigator
2. Senior associates
3. Research associates
4. Graduate students
5. Pre-baccalaureate students
6. Technical, shop and other – (A description of the position must be attached to the research proposal.)
7. Other professionals – (A list of those other professionals is required with the title and position on the research proposal.)

Please note: The researcher must be able to verify that the Pennsylvania Soybean Board is funding the appropriate percentage of the salary as it pertains to the individual project. The researcher must provide hourly rate charges as it applies to their research.

**Fringe Benefits**

Please provide detailed information in the proposal of the exact amount of funds that will be earmarked for fringe benefits. Please itemize those fringe benefits as health insurance, social security, taxes, retirement, tuition, etc.

Non-Expendable Equipment

List items and dollar amount for each. The Pennsylvania Soybean Board will fund up to 25% of the cost of equipment unless 100% of the Board Members (quorum of said meeting where this is discussed) vote to fund at a higher rate. With that, the Pennsylvania Soybean Board relinquishes all ownership of said equipment to the research entity.

Materials and Supplies

Researcher is required to provide a detailed list of the materials and supplies they are seeking funding for in the proposal

Travel

The researcher must provide an explanation of what travel is involved and to where. Upon request of the Board, the researcher must provide proper documentation of the mileage and destination. Mileage will be reimbursed at the IRS rate for the project year of the research.

Publication Costs

The Board requires detail of what is being published and how it is being utilized. The Board also requires information on how many copies are being made and detailed receipts of actual publication costs. In addition, the Board requires that proper attributes be given to the Pennsylvania Soybean Board for funding provided.

All Other Direct Costs

The Board requires that supporting documentation listing items and dollar amounts be provided.

The Board can fund renting of land, plot rental, greenhouse rental, seed, herbicide, etc.

Indirect Costs

The Board **does not** fund indirect costs.

**Audit of Research Projects**

The Pennsylvania Soybean Board and contracted staff will conduct random audits of research projects and financials. Your full cooperation is expected for this audit.

## Amendment to Research Contract

If the researcher would like to amend the contract for any reason, an "Amendment to the Research Contract" must be requested.

The researcher must submit in writing (letter or email) the reasons for the request. The researcher must include the PSB Assigned tracking number (ex. R2016-03). In addition, the researcher must request approval prior to the action requested in the amendment request. If the Pennsylvania Soybean Board agrees to the request, the following amendment will be generated.

**Amendment to the Research Funding Agreement  
Between  
Pennsylvania Soybean Board  
and  
\_\_\_\_\_ (Research Entity)**

**Purpose:**

The funding agreement between the Pennsylvania Soybean Board and \_\_\_\_\_ (Research Entity) made on \_\_\_\_\_ (insert date of agreement), sets forth the agreement of the parties under which the Pennsylvania Soybean Board has agreed to provide funding to the research project titled: \_\_\_\_\_. The purpose of this amendment is to amend certain provisions of that agreement.

**Amendment to the Agreement:**

The provisions of the agreement shall remain in force during the term of the agreement, with the following modifications:

1. \_\_\_\_\_ (State reason for amendment)

**Approval:**

The Pennsylvania Soybean Board and \_\_\_\_\_ (Research Entity) agree that this amendment shall become effective only upon approval of the amendment by both parties.

**Approved:**

**Pennsylvania Soybean Board**

\_\_\_\_\_ **(Research Entity)**

\_\_\_\_\_  
Title: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Title: \_\_\_\_\_

Date: \_\_\_\_\_