

# Western SARE Competitive Grants Farmer/Rancher Research & Education 2022 Call for Proposals

Submission Deadline: November 1, 2021, 12:00 pm (noon) MDT\*

(\*) Mountain Daylight Time

The Administrative Council of the Western Sustainable Agriculture Research and Education (SARE) program announces the Call for Proposals for Farmer/Rancher Research & Education Grants for 2022. With a Farmer Rancher Grant, a producer and an agricultural professional work together to develop a proposal to conduct **both research and outreach** on a sustainable agriculture topic. Outreach activities may include on-farm/ranch demonstrations, farmer-to-farmer educational activities, and other approaches to assist producer adoption of sustainable agricultural practices. The goal of this program is to achieve results that can be communicated to producers and professionals; sustain and improve the environmental quality and natural resource base on which agriculture depends; improve the profitability of farmers/ranchers and associated agricultural businesses; and enhance the quality of life for farmers/ranchers in local communities.

The SARE grant program's mission is to advance innovations that improve profitability, stewardship and quality of life in American agriculture by investing in groundbreaking research and education. To achieve that, Western SARE believes that our programs must include the involvement of agricultural producers from inception to finish, and therefore we require producer involvement in the planning, design, implementation, and educational outreach of any funded project.

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**Submit proposals online at:**

<https://projects.sare.org>

Look for under "Western" [region]

## Farmer/Rancher Program Schedule

- November 1, 2021 – Proposals are due by 12:00 p.m. (noon) MST.
- January 2022 – A Technical Review Panel reviews and recommends proposals for funding.
- March 2022 – Western SARE Administrative Council makes final selections.
- April 2022 – Applicants will be notified of the status of their submission.



Western SARE Host Institution



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Bozeman, MT 59717-2840  
Phone: 406-994-4789.  
Email: [wsare@montana.edu](mailto:wsare@montana.edu)

Alaska, American Samoa, Arizona, California, Colorado, Federated States of Micronesia, Guam, Hawaii, Idaho, Montana, Nevada, New Mexico, Northern Mariana Islands, Oregon, Utah, Washington, Wyoming



United States Department of Agriculture  
National Institute of Food and Agriculture

### **Sustainable Agriculture**

Congress has defined sustainable agriculture as an integrated system of plant and animal production practices having a site-specific application that will over the long-term:

- Satisfy human food and fiber needs;
- Enhance environmental quality and the natural resource base upon which the agricultural economy depends;
- Make the most efficient use of non-renewable resources and on-farm resources and integrate, where appropriate, natural biological cycles and controls;
- Sustain the economic viability of farm operations; and
- Enhance the quality of life for farmers and society as a whole.

– U.S. Code Title 7, Section 3103

### **Western SARE Goals**

Promote **good stewardship** of the nation's natural resources by providing site-specific, regional and profitable sustainable farming and ranching methods that strengthen agricultural competitiveness; satisfy human food and fiber needs; maintain and enhance the quality and productivity of soil; conserve soil, water, energy, natural resources and fish and wildlife habitat; and maintain and improve the quality of surface and ground water.

Enhance the **quality of life** of farmers and ranchers and ensure the viability of rural communities, for example, by increasing income and employment, especially profitable self-employment and innovative marketing opportunities in agricultural and rural communities.

Protect the **health and safety** of those involved in food and farm systems by reducing, where feasible and practical, the use of toxic materials in agricultural production, and by optimizing on-farm resources and integrating, where appropriate, biological cycles and controls.

Promote crop, livestock and enterprise **diversification**. Examine the regional, economic, social, and **environmental implications** of adopting sustainable agriculture practices and systems.

## **Western SARE Farmer/Rancher Proposal Application**

**Overview:** The Western SARE Administrative Council funds grant proposals that include creative and innovative on-farm research and educational outreach to advance Western SARE goals (see above). All Western SARE projects ***must contain both research and education components***.

**Funding:** Up to \$25,000 may be requested if one (1) Producer is involved. Proposals with three (3) or more Producers may request up to \$29,900. Funding is paid as a fixed-price contract via a Subaward Service Agreement, with 50% of the award being paid upon execution of the Agreement. The remainder is paid in fixed increments after submission and approval of progress and final reports. Farmer/Rancher grants can be funded for up to three years.

Multiple submissions are accepted. Only one application (from any one individual applicant) can be awarded funding in any of the Western SARE competitive programs in one grant budget cycle.

**Eligible Applicants:** WSARE requires that agricultural producers be involved from inception to finish in the planning, design, implementation, and educational outreach

of any WSARE-funded project. Each of the WSARE-funded grant programs, has slightly different requirements for the composition of the team and eligible applicant. Assemble your project team accordingly, keeping in mind the inherent interdisciplinary nature of sustainable agriculture.

1. **Farmer/Rancher Grants:** The project team must be a minimum of two (2) people and must include: A Producer (Principal Investigator) and an Agricultural Professional. The Agricultural Professional must be independent of the Producer and should not submit the application on behalf of the Producer.
2. **Professional + Producer Grants:** The project team must be a minimum of six (6) people and must include: An Agricultural Professional (Principal Investigator, PI) and at least five (5) Producers. One of the Producers must be identified as the Advisor Representative. The team may also include additional collaborators.
3. **Research and Education Grants:** The project team must be a minimum of five (5) people and must include: A Researcher (PI or Co-PI), an Extension/Outreach Representative (PI or Co-PI), and at least three (3) Producers. One of the Producers must be identified as the Advisor Representative.
4. **Graduate Student Grants:** The project team must be a minimum of three (3) people and must include: A Graduate Student, a Researcher (Principal Investigator and typically the student major professor) and at least one (1) Producer (Advisor Representative).

**Note:** Applicants from Yap, Chuuk, Pohnpei, Kosrae, Marshall Islands, and Palau, please see [this Special Farmer/Rancher Note: Pacific Islands](#).

**Public Domain:** While proposals and reviews will remain confidential, the Western SARE program considers all funded proposals, subsequent reports, and related information to be in the public domain. See details of this stipulation in the Research Results section in the [NIFA Federal Assistance Policy Guide](#).

***Western SARE will disqualify proposals before review if applicants do not follow the instructions of the Call for Proposals or submit incomplete Supporting Documents. It is the applicant's responsibility to ensure all sections of the proposal are submitted before the due date.***

## Writing the Proposal

Proposals are submitted online at <https://projects.sare.org>. The submission includes six sections: 1) acknowledgement of reading the Call for Full Proposal, 2) project's basic information, 3) project summary, 4) project narrative, 5) budget and budget justification, and 6) supporting documents.

You can write each section of the proposal in a word processor (e.g., Microsoft Word) and copy and paste it into the fields of the online application (be aware that some formatting features might be lost when you transfer the text in the online form). In addition to text, you can insert tables and graphs. Tables and graphs do not count

against the word limit. It is best to insert tables as a table using the online platform editor (see: "[Inserting Tables](#)") and not as an image. Following these instructions makes your text searchable and the text will wrap and display properly when reviewed on different devices. More importantly, it makes your submission Americans with Disability Act (ADA) compliant. Attachments are preferred in pdf format but images in .jpg or .png formats are accepted.

Please review the documents located in [Documents for Applying](#) section of Western SARE [website](#) to strengthen your proposal.

## **Proposal Application**

### **A. Project Basic Information**

This section prompts for general information about the project including:

- The **main** subject matter of the project
- The commodities and practices of the proposed project
- The project objectives
- Proposed starting and ending dates
- The state(s) where the work will be conducted
- Brief description of the agricultural business or operation.

***Please choose a start date that corresponds with the first-of-the-month. Start dates must be no earlier than April 1, 2022 and no later than October 1, 2022.*** Your *Service Agreement* may not be in place prior to the project start date (this is especially true for projects with an April or May start); however, it will be backdated to the approved start date. If you wish to begin working on your project and incurring expenses, please be advised of the following: prior to having a fully executed *Service Agreement* in place, you assume all risk for project-related expenses incurred in the unlikely event the terms of the *Service Agreement* cannot be agreed upon.

### **B. Summary** (Limited to 250 words)

A clear and concise summary is important for the review process. The summary should include a brief description of the problem or need and the creative approach to solving it. In the Summary include the following:

- Identify a problem and research question(s)
- Describe the project's research and explain how it will solve the identified problem
- Identify the potential significance of the project and expected outcomes to advance sustainable agriculture
- Explain how your project will be disseminated among other agricultural stakeholders

### **C. Project Narrative**

The project narrative includes the following sections: 1) Relevance to Sustainable Agriculture and Project Value and Benefits, 2) Stakeholder Needs and Support, 3) Project Team, 4) Research Plan, 5) Educational Plan, 6) Timeline, and 7) Evaluation and

## Producer Adoption.

***Relevance to Sustainable Agriculture, Project Value and Benefits:*** (15% of review criteria)

Explain why this project is necessary and how it addresses a critical need in sustainable agriculture. Identify any limitations in the current system and how your project will address them. Cite evidence of need, including results and recommendations from related SARE projects ([www.sare.org/Project-Reports](http://www.sare.org/Project-Reports)) and other studies or reports.

The proposal must address how it will:

- Sustain and improve the environmental quality and natural resource base on which agriculture depends;
- Improve the profitability of farmers/ranchers and associated agricultural businesses;  
**and**
- Enhance the quality of life for farmers/ranchers in local communities.

Describe the potential benefits for producers (local, state, or regional) and sustainable agriculture in general. For example, provide an economic analysis and explain how your project would affect overall farm/ranch productivity levels, operational profits, soil or water quality or quantity and rural communities. Where possible, use specific estimates of impacts – such as dollars saved per acre, tons of soil protected from erosion, pounds of chemical reduced, number of acres or people affected, markets expanded, jobs created, etc.

***Stakeholders Needs and Support*** (5% of review criteria)

Western SARE is committed to addressing the needs of agricultural stakeholders. Proposals must include evidence that stakeholders' identified needs are being addressed as well as support for the project beyond the collaborators. Describing and documenting stakeholders' needs and support demonstrates that the proposed project is relevant and timely. Evidence of stakeholder identified needs and support may include, but are not limited to:

- Recommendations from stakeholder groups such as grower organizations or commodity commissions. Please identify stakeholder group(s) or organization(s).
- References and citations to other studies/reports that encourage future research.
- Community support letters from neighboring farmers or local co-op.
- Needs assessments that relate to the project topic (s), if they are available.

***Project Team*** (5% of review criteria)

The project team must be a minimum of two (2) people and must include: A Producer (Principal Investigator and Applicant) and an Agricultural Professional. The Agricultural Professional must be independent of the Producer and should not submit the application on behalf of the Producer. Detail the specific role of the Principal Investigator and each project team members. Describe producer involvement at all stages of the project. For each project objective and activity, indicate who will be responsible and which team members will be involved.

- **Principal Investigator:** The Principal Investigator (PI) is responsible for coordinating the project and carrying out its contractual provisions. The PI is responsible for all expenditures and for achieving the stated research and education objectives.
- **Producers:** If more than one producer is involved, each producer must be an independent and separate operator. Nonprofit farm operations may participate in the project, but do not count as one of the required producers. A person qualifies as a producer (farmer/rancher) if they have a for-profit operation and:
  - Their primary occupation is farming or ranching and have a farm/ranch taxpayer identification number (TIN); or
  - They are a part-time producer with at least \$1,000 documented annual income from farming or ranching activities.
- **Agricultural Professional:** An agricultural professional is any professional assisting producers at the local level such as a Cooperative Extension educators/agents or specialists, University faculty or researchers, USDA-NRCS field staff, agricultural consultants, nonprofit organization staff members, etc.

The team may also include the following additional collaborators.

- Researchers, educators, and other collaborators with appropriate expertise for the project scope.
- Outreach Representative: The outreach representative may be an Extension agent, specialist, educator, or equivalent. This person is responsible for implementing the education plan and outreach activities.

#### **Research Plan** (30% of review criteria)

The mission of SARE is to advance “innovations that improve profitability, stewardship and quality of life by investing in groundbreaking **research** and education.”

Clearly state and define the **research objectives**. Each objective should be a clear statement describing an intended achievement. Objectives must be specific, measurable, achievable, realistic, and time-bound. For more details see [Successful Objectives](#).

For each objective, describe what will be done including **methods** and **materials**. What treatments or new technique(s) will be tested? What materials will be used? Describe the project site, research design, data collection and analysis methods. Include sufficient detail so that reviewers can determine if the approaches are suitable to achieve your objectives. Avoid the use of jargon that may be unfamiliar outside your industry or specialty area and define all acronyms.

#### **Education Plan** (30% of review criteria)



Clearly state and define the **educational objectives**. Each objective should be a clear statement describing an intended achievement. Objectives must be specific, measurable, achievable, realistic, and time-bound. For more details see [Successful Objectives](#). For each objective, describe the **outreach activities** including **methods** and **materials**. Describe how, when, and where you will conduct outreach activities (e.g., field days, demonstrations, workshops, community presentations, websites, etc.). Describe who will you target (e.g., producers, stakeholders, other agricultural professionals, students, etc.). Indicate if the producers or ag professionals you intend to reach through this project are from underserved communities. Underserved communities are those that have difficulties accessing opportunities due to language, culture, location, or lack of resources. Explain how you will communicate your project's findings to producers (specifically) and the general public. Provide a list of educational resources (e.g., factsheets, PowerPoint presentations, handouts, brochures, 4-H publications, videos, posters, etc.) you plan to produce. Indicate dates, locations and outreach activities, using networking techniques such as field days, workshops, demonstrations, or other events. Digital outcomes (e.g., podcasts, videos, and social media) are encouraged but should not be the sole outreach approach. Multiple communication materials and multiple communication styles are strongly suggested.

Proper citation of Western SARE is required in all educational materials, outcomes, and activities. Information pertaining to citing Western SARE will be included in the Subaward Service Agreement.

#### ***Timeline*** (5% of review criteria)

Provide a timeline, such as a [Gantt chart](#) for accomplishing each project objective. Identify the major milestones and activities that will be completed, and when each of those milestones/activities will occur and how they relate back to the objective(s).

#### ***Evaluation and Producer Adoption*** (5% of review criteria)

Explain how the project's research and educational objectives will be evaluated. For example, describe how changes in producers' knowledge, awareness, attitudes, and adoption of practices will be measured (e.g., a pre-post survey). Applicants should describe their survey development, if applicable, and methods for analysis. An approved [WSARE Survey](#) is expected to be filled out by **participants at each outreach activity in addition to any other evaluation form**. Western SARE requires evaluation results from the aforementioned survey as part of the required reports. If the evaluation will include additional surveys or forms, applicants must include approval from an Institutional Review Board (IRB) or a document indicating that the IRB process has been initiated. This is a USDA-NIFA requirement. For more information on IRB requirements, e-mail [wsare@montana.edu](mailto:wsare@montana.edu); Montana State University can assist you with this requirement.

#### **D. Budget and Justification** (5% of review criteria)

Provide a detailed budget and budget justification that are appropriate to the proposed project using the *Western SARE Budget Worksheet* found on the online application, budget section. Applicants **must** use this document for budget submission; no other document will be accepted. Enter the total funds requested; this amount must match the

total funds on the *Western SARE Budget Worksheet* document. ***Failure to utilize the Western SARE Budget Worksheet will disqualify the proposal before review.***

***Farmer/Rancher Grant funds must be budgeted in the following categories:***

- **Salaries and Benefits**: compensating yourself and/or employees performing work directly related to the project. Provide base salary, FTEs, fringe benefit rates, and salary/benefits amounts requested.
- **Contracted Services**: includes paying for professional services such as testing and analysis services, survey development and administration, computational services, website development or maintenance, professional production services (videographer to produce educational electronic media), consultants, honoraria, speaker fees, producer's labor, etc.
- **Supplies**: Includes basic supplies and materials needed to carry out the project such as agricultural supplies (fencing, seeds, plants, fertilizer), field and laboratory supplies, minor equipment and tools (individual items that cost less than \$5,000), paper/envelopes, in-house photocopying of materials for workshops/meetings, software, books, shipping materials. Any shipping costs associated with the purchase of supplies/materials should be included as supply costs. The purchase of food/refreshments for meetings/field days **must** be necessary to maintain the continuity of a project activity/meeting and is also considered a supply cost.
- **Communication**: includes postage and mailing expenses (including shipping samples for analysis), printed materials (flyers, brochures, posters). This category also includes expenses for outreach publications or for commercial photocopying (Note: in-house photocopying falls under supplies).
- **Travel**: includes estimated mileage reimbursement, airfare, lodging, meal per diem; car rentals, taxi, bus, shuttle expenses and parking; conference fees and registrations, etc. Please note, travel per diems and mileage need to be in agreement with the Federal Government rates listed on the [U.S. General Services Administration](#). Additionally, lodging reimbursements for all travel must be limited to the Federal Government rate listed on the [U.S. General Services Administration website](#). Note: foreign travel is typically NOT allowed under the SARE program except in cases where sufficient justification has been provided and requires Western SARE approval. All foreign travel must be directly related to the project, must be essential for project completion, and well justified (*i.e.*, explain why this activity cannot be done in the USA, relevance to Western agriculture sustainability, provide foreign institution and colleagues' qualifications, etc.). The Freely Associated States -Federated States of Micronesia, Marshall Islands, and Palau- are foreign countries. USDA-NIFA requires that foreign travels be done in an U.S. flag air carrier.
- **Rent**: includes fees associated with land use, renting equipment, facilities (e.g., meeting rooms) and user fees.
- **Capital Equipment**: Defined as a single, autonomous piece of equipment that costs \$5,000 or more and has a useful life of more than one year. Capital Equipment purchases are generally not allowed under the SARE program and should be **essential** for the completion of the proposed activities. Equipment expenses beyond \$5,000 may be paid for by non-Western SARE funds. Purchasing multiple components of single equipment that cost under \$5,000 in an attempt to circumvent the \$5,000 cap **is not allowed**.



Purchase of minor equipment under \$5,000 is allowed. Please include minor equipment and/or leveraged capital equipment purchases in the **Supplies** budget category.

More information about each budget category as well as unallowable costs is provided on the *Budget Categories and Guidance* tab found on the *Western SARE Budget Worksheet*.

***Farmer/Rancher grant funds may NOT be used for the following purposes:***

- Capital Equipment purchases above \$5,000– see above for more information
- Starting or expanding a farm or farm operation
- Major renovations/permanent improvements to a farm or ranch, such as constructing or remodeling a building
- Repairs/maintenance of equipment and buildings/facilities
- Providing meals during events that are not necessary to maintain the continuity of a scheduled meeting/activity; breakfasts and dinners typically do not qualify
- Testing of commercial products
- Indirect Costs.

Additionally, matching funds are not required or requested of Western SARE grant recipients. Please do NOT include matching funds in your budget or justification.

*Any entity or individual receiving Federal Funds is required by the Federal Government to obtain a Unique Entity Identifier (UEI) from the System for Award Management (SAM). A UEI can be obtained at no-cost by visiting <https://www.sam.gov>. Should your proposal be awarded, a UEI will be required to establish your award.*

#### **E. Supporting Documents**

All supporting documents **must** be attached into the Supporting Documents section of the online application. PDF documents are preferred but images in .jpg and .png formats are accepted. ***Failure to provide all the required supporting documents will disqualify the proposal before review.***

***Agricultural Professional Resume:*** The applicant must submit a maximum 2-page resume of the Agricultural Professional. A resume is not needed for the Producer(s).

***Letters of Cooperation from Producers:*** Each project team member (with exception of the Applicant) **must** submit a signed and dated Letter of Cooperation. This letter should verify their willingness to participate, explaining their commitment (resources, time, etc.) and their role in the project at the time of submission.

***Letter(s) of Stakeholder Support:*** Attach letter(s) of support from stakeholder individuals and/or organizations that support the proposed research and education activities.

***Animal Welfare Assurance Statement:*** This form ***must*** be completed by the Applicant to identify whether or not their project involves any warm-blooded, vertebrate animals. This form may be downloaded from the online application site and is also included in the following section of the Call for Full Proposal.

***Institutional Review Board Approval:*** If your project will involve research with humans (e.g. tasting sessions, conducting interviews, etc.) or you will use other survey(s) than the WSARE Survey to evaluate the impact of your project, you will need to provide evidence of acceptance or exemption by an Institutional Review Board (IRB) or its equivalent. At the time of submission, proof that you initiated the IRB process is acceptable; however, if awarded, the Subaward Service Agreement will not be executed until IRB approval/exemption documentation is provided. If you do not have access to an Institutional Review committee, or need assistance with this requirement contact us by e-mail at [wsare@montana.edu](mailto:wsare@montana.edu).

***Citations*** (Optional): Citations should be attached in the Supporting Documents section of the online submission and are not part of the word number limitation. Attach a list of cited sources.

***Other Documents*** (Optional): Here you will be able to attach any other document that you think might strengthen your proposal. These other documents may not be used to lengthen your proposal under the Project Narrative.



## Animal Welfare Assurance Statement

The applicant acknowledges that work may require Institutional Animal Care and Use Oversight and that Montana State University (MSU), and thus Western SARE, is subject to the [Guide for the Care and Use of Agricultural Animals in Research and Teaching](#). This includes, but is not limited to: beef, swine, poultry, fish, etc. If awarded the applicant acknowledges that it is his/her responsibility to ensure that a USDA-acknowledged IACUC reviews, approves, and oversees the animal welfare issues of the project.

\_\_\_\_\_  
Signature: Applicant

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

**NOTE:** If animal welfare is NOT applicable, check and sign below:

Not Applicable [ ] \_\_\_\_\_ Date: \_\_\_\_\_  
Signature: Applicant

## The Review Process

Eligible proposals received by the due date with all supporting documents will be evaluated by a Technical Review Panel, a diverse group of reviewers from the Western SARE region with broad agricultural production, scientific, and educational expertise. The Technical Review Panel evaluates the proposals based on the review criteria stated below and meets to discuss and appraise the merits of each proposal. Their recommendations are forwarded to the Western SARE Administrative Council for additional review and final selection.

Proposals are evaluated based on the following criteria:

Relevance to Sustainable Agriculture, Project Value and Benefits	15%
Stakeholder Needs and Support	5%
Project Team	5%
Research Plan	30%
Educational Plan	30%
Timeline	5%
Evaluation & Producer Adoption	5%
Budget & Justification	5%
<b>Total</b>	<b>100%</b>

## Reporting Requirements (for awarded proposals)

An annual report will be required each year of your project. Progress and final reports should describe the progress made on the project, detail the observed results, describe the educational outreach events and material produced by the project, and document impacts. All educational outreach activities should include an evaluation component that measures changes in knowledge or awareness, attitudes and opinions, and/or the adoption of new practices by producers or other agricultural professionals. If your project is a one-year project only a final report should be submitted. Approved project reports will be shared with producers, interested policymakers and leaders at community, state, regional and national levels. All educational materials and products must have an electronic version to be included in your reports. ***Annual Reports are due on March 15<sup>th</sup> of each year of the project. You will have up to 30 days from the Period of Performance end date to submit the Final Report.***

Please review the documents located in WSARE [Reporting Documents for Grantees](#) section to understand what will be expected if your project is awarded, *Farmer/Rancher Grantee Reporting Expectations* table shows which results you should report during the project, and what Western SARE may evaluate two to four years after the project's completion.

## Selected Proposals

If the Western SARE Administrative Council selects your project for funding, you may expect the following:

**Notification:** The Western SARE Administrative Council will select proposals for funding during March 2022. (The Administrative Council reserves the right to restructure or reduce the budget of any grant proposal before final approval.) Western SARE staff will notify applicants of their proposal's status by April 2022.

**Contract:** If your proposal is selected for funding, the Office of Sponsored Programs at Montana State University (MSU) will initiate a Subaward Service Agreement to you. The Subaward Service Agreement will identify all Terms and Conditions for the award, including reporting requirements.

**Note: All proposals from Micronesia (Yap, Chuuk, Pohnpei, Kosrae, Marshall Islands and Palau) are required to have the College of Micronesia (at Pohnpei) act as their fiscal agent in the disbursement of funds.**

**Funds:** Upon execution of the Subaward Service Agreement, an initial payment of 50% of awarded funds will be released. The remaining 50% will be paid incrementally each year upon receipt and approval of progress reports, depending on the length of the project. 20% of the awarded amount will be withheld pending receipt and approval of the final report.

**Financial Records:** Detailed financial records are required. MSU may, at any time, request receipts and backup documentation to ensure compliance with the terms and conditions of the Subaward Service Agreement and that project related expenses correspond with the proposed budget.

**Photographs and Videos:** Grant recipients are required to document their project with photographs, which can be useful to them and help us highlight and promote their work on our website and in publications. Digital photographs and videos are preferred. It is expected that the outreach material produced by Western SARE-supported projects be ADA compliant. Including closed captions to visual and audio deliverables is required.

**Proper Western SARE Citation:** The Western SARE program must be credited as the funding source in any publication or outreach material generated by this project. Please refer to the Western SARE [website](#) for complete guidelines for acknowledging funds.

**Site visits:** Western SARE recognizes there are limits to what can be accomplished, measured and reported during the life of your project. As a result, along with your reporting, Western SARE staff plan to conduct post-project assessments of representative projects to get an in-depth measure of Western SARE program impact in areas such as:

- Who is participating in Western SARE-funded projects?
- What is being produced by the projects (e.g., new knowledge, new approaches)?

- What are people learning from these projects?
- What changes are farmers and ranchers making based on the results of your project?
- What economic, environmental, social or productivity benefits are farmers and ranchers experiencing as a result of having made these changes?

**Changes:** Grantees must report changes regarding the information of the project team members (e.g., address, phone number, email, etc.) to the Western SARE office. Significant changes to the project as originally proposed, such as a change in PI, Co-PI, institution, stated objectives, timeline, budget, etc., should be sent as a request via email to the Western SARE Regional Coordinator for consideration/approval. Upon approval of the aforementioned changes, grantees will update their SARE profiles at [projects.sare.org](https://projects.sare.org).

### How to Apply

Go to <https://projects.sare.org>

Look for programs under “Western” [region]

***We strongly encourage applicants read the entire Call for Proposals before beginning to write the proposal.***

**Proposals are due by 12 pm (noon) MST – November 1, 2021**

In compliance with section 504 of the Rehabilitation Act of 1973, as amended, this material can be made available in other formats upon request.

### Resources

Check the resources in the [WSARE Proposal Preparation Documents](#) section of [westernsare.org](https://westernsare.org). If you have further questions, please contact our office at 406-994-4789 or [wsare@msu.edu](mailto:wsare@msu.edu)

Information on past projects can be found at [westernsare.org/projects](https://westernsare.org/projects). We encourage you to visit this website to learn more about sustainable agriculture and the Western SARE program at <https://www.westernsare.org>. Tips for writing proposals are available [here](#).

The Alternative Farming Systems Information Center (AFSIC) at the National Agricultural Library specializes in locating, collecting, and providing information about sustainable agriculture. Information specialists can answer questions, highlight resources, and share search techniques for background research. AFSIC resources that may be relevant to your proposal are available at <http://www.nal.usda.gov/afsic/>; or, contact AFSIC at 301-504-6559 or [afsic@nal.usda.gov](mailto:afsic@nal.usda.gov).

The United States Department of Agriculture and Montana State University are equal opportunity providers and employers.