

**Western SARE Competitive Grants  
Professional Development Program  
2023 Call for Proposals**  
Due at 12:00 p.m. MST, NOON, November 9, 2022  
Results announced by April 1, 2023



For questions regarding the Western SARE PDP program or this CFP, please contact the Western SARE PDP office:

4516 Highway 26/85  
Torrington, WY 82240  
(307) 575-2416  
[wsare-pdp@sare.org](mailto:wsare-pdp@sare.org)

**Host Institution:**  
Montana State University

**PDP Institution:**  
University of Wyoming

SARE is a USDA competitive grants program that supports agricultural systems that are economically viable, environmentally sound and socially responsible.

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

The Administrative Council of the Western Sustainable Agriculture Research and Education program announces the call for proposals for Professional Development Program competitive grants for 2023.

Professional Development Program (PDP) grants are aimed at helping Cooperative Extension Service, Natural Resources Conservation Service and other agricultural professionals in the Western Region increase their understanding and proficiency in sustainable agriculture.

Proposals are evaluated by an outside Review Panel based on criteria outlined in this call, and in comparison, with other PDP grant proposals. The final project funding selection is determined by the Western SARE Administrative Council – a board of agricultural producers, scientists, educators and business leaders from the western region. The Administrative Council typically selects proposals with diverse subject matter and geography, and that demonstrate outcomes relevant to sustainable agriculture.

**Important note:** Congress mandates that the SARE grant program depart from “business as usual.” To that end, the Administrative Council requires that agricultural producers be involved from start to finish in the planning, design, implementation and educational outreach of any SARE-funded project.

Successful proposals for the PDP grant program should:

- Increase ag professionals’ sustainable agriculture knowledge, skills, and action using a multi-disciplinary approach.
- Have outreach plans that demonstrate how the project will effectively deliver this knowledge.
- Be written clearly with objectives that are easily identifiable.
- Demonstrate economic viability of the project.
- Include a robust plan for project evaluation.

**Projects may be one to three years in length.  
Funding limit is \$100,000 per project.**

***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 agriculture economy depends
- Make the most efficient use of nonrenewable resources and on-farm resources and integrate, where appropriate, natural biological cycles and controls
- Sustain the economic viability of farm operations
- Enhance the quality of life for farmers and society as a whole.

**Professional Development Program Grant Deadlines**

- **November 9, 2022**  
12:00 NOON MST - Deadline for submitting proposals at <https://projects.sare.org>
- **January 2023** - Technical Review Panel recommends proposals for grant funding
- **March 2023** - Western SARE Administrative Council makes final selections. Principal Investigators of funded grants are informed by April 1, 2023.
- **Summer/Fall 2023** - Funds for selected projects are disbursed

## **CRITERIA for 2023 PDP GRANTS**

Professional Development Program Grants are designed to educate agricultural professionals about sustainable agriculture so they, in turn, can educate and train farmers and ranchers. Funded PDP grants must achieve this long-term outcome:

*Cooperative Extension, Natural Resource Conservation Service and other agricultural professionals are knowledgeable in sustainable agriculture principles and systems. They have ready access to resources that can help producers make informed decisions about adopting sustainable approaches with greater certainty and less risk.*

Projects must improve the ability of agricultural professionals to conduct educational programs and activities in sustainable agriculture principles and systems and to respond to inquiries on the subject from farmers, ranchers, and the public. Projects must be conducted in the Western region of the US, which includes the following states: AK, AZ, CA, CO, HI, ID, NM, NV, MT, OR, WA, WY, and island protectorates of American Samoa, Guam, Micronesia and Northern Mariana. Successful projects shall demonstrate economic relevance and incorporate at least one of the goals outlined below for full consideration:

### **Program Goals for Projects Funded by Western SARE**

1. 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.
2. 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.
3. 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.
4. Promote crop, livestock, and enterprise diversification.
5. Examine the regional, economic, social, and environmental implications of adopting sustainable agriculture practices and systems.

Project approaches can include, but are not limited to the following:

- Workshops
- Conferences
- Development of materials or curricula
- Demonstrations
- Web-based courses
- Tours
- Digital Media

## **PROPOSAL FORMAT**

Proposals are to be submitted online at <https://projects.sare.org>. Project information, project cooperators' information, summary, narrative, and budget and budget justification must be entered online. Additional supporting documents must be attached as PDF documents in the online system. The proposal must include the following components:

- A. Project Basic information:** Provide project start and end dates, primary state(s) involved, and the project subject matter, how you learned about this call for proposal, and if it is a resubmission.
- B. Project Cooperators:** List each team member and describe their role within the project. Each team must have producers and ag professionals meaningfully involved to receive funding. Cooperators are further defined in Key Points for Project Development on page seven. *(Limit 200 words)*
- C. Summary:** Provide a concise summary of the project proposal. This summary will be available to the public should the proposal receive funding. *(Limit 300 words)*
- D. Narrative (Limit 3,300 words):**
- 1) **Introduction:** Describe the context and need that justify your project. *(Limit 500 words)*
    - An assessment with defined or documented need from the target audience is necessary to effectively justify the proposal.
    - Describe the factors that influence the implementation and success of the project, including climate, politics, regulations, socio-economic conditions, or market forces.
    - At least one in-text citation should appear in your narrative to indicate where each reference was used. Any citations should include article title, author and date of publication. Please list any related previously funded SARE projects related to your proposal and explain how your project is unique from previous work.
  - 2) **Relevance to Western SARE Goals and Sustainable Agriculture:** Indicate how the proposal directly addresses the Western SARE goals of social, economic, and environmental agricultural sustainability found on page 2. Proposals that address multiple goals are usually scored higher by reviewers. *(Limit 700 words)*
  - 3) **Objectives:** The objectives should be specific, measurable, achievable, and realistic. Objectives should be written clearly. Please do NOT confuse objectives (e.g., to increase knowledge, skills or technical capacity of ag professionals) with activities (e.g., to develop and conduct a workshop). For more details see [Successful Objectives](#). *(Limit 300 words)*
  - 4) **Methods:**
    - List and explain the principles, assumptions, and beliefs you have about the project, the way you expect the project to operate, and what will be achieved.
    - Describe the resources, contributions, and investments (inputs) that will be used in the project. Resources can be financial (requested funds), human (volunteers, partnerships, contributions of farmers, ranchers, and other practitioners), and physical (technology, equipment, etc.).
    - Describe your methodology and activities, including how you will reach the agriculture professionals who are your intended audience. *(Limit 300 words)*
  - 5) **Timeline:** Develop a project timeline that includes major milestones of the project with estimated dates. For each milestone, indicate participants and expected outcomes. *(Limit 300 words)*.
  - 6) **Educational Products:** Indicate what the project will produce; products may include educational materials, workshops, conferences, demonstrations, tours, curricula, and partnerships. *(Limit 400 words)*
  - 7) **Outcomes:** These are the results and benefits for individuals, groups, communities, and systems. Outcomes should include increased awareness, knowledge, and capacity of participants to provide

educational programs and evidence of changed intention or behavior of project participants.  
(*Limit 400 words*)

- 8) ***Evaluation:*** Each proposal must assess the project impact. Evaluation can include knowledge gained by ag professionals who attended your project's outreach event(s) and what they intend to do with that new knowledge. Successful proposals will demonstrate how stated outcomes will be measured. Proposals should include outcome indicators to be measured, responsible party for conducting the evaluation, how the evaluation will be done, evaluation cost and evaluation time intervals. (*Limit 400 words*)

Western SARE expects that an approved survey be completed by ***participants at each of the project's educational events***. A pre-approved survey from Western SARE is the simplest way to gather this information (see [Western SARE Survey](#).) Please keep in mind that if your evaluation needs to use a different survey in addition to the Western SARE survey, you'll need to work with an accredited institution to obtain Institutional Review Board (IRB) approval. This is a requirement of USDA NIFA. For more information on IRB requirements, e-mail [wsare@montana.edu](mailto:wsare@montana.edu).

## **E. Supporting Documents**

The following supporting documents should be uploaded into the online grant application. All supporting documents can be downloaded from the online application site or find them at the end of this Call for Proposal document.

**Signature Page:** Signatures from the Principal Investigator and the Authorized Organizational Representative (such as the Director of the Office of Sponsored Programs) are required. The signature page should be printed and signed by all relevant parties, scanned, and saved as PDF or photograph and uploaded into the Supporting Documents section of the online application.

**Vitae:** A brief vita is required for the principal investigator and co-principal investigators. The limit is three pages for each and attach each vita as separate PDF documents.

**Animal Welfare Assurance Statement:** This form must be completed by the applicant to identify whether or not their proposed project includes any warm-blooded, vertebrate animals. This form may be downloaded from the online application site and is also included in the following section of this CFP.

If a grant is awarded and the applicant does not have access to an Institutional Animal Care and Use Board, the PI will need to submit compliance documents to the Western SARE host institution, Montana State University (MSU), for review and approval prior to subaward agreement execution. MSU will work with the grant recipients to coordinate the process and will provide the necessary reviews.

**Citations:** A literature cited document may be included if necessary.

**Letters of Support:** Please include letters of support from project cooperators. In addition, general support letters may be included (further defined in Key Points for Project Development, #8).

## **F. Budget and Budget Justification:**

**Budget and Justification:** Provide a detailed budget and budget justification that are appropriate to the proposed project. The budget must be submitted on the [Western SARE Budget worksheet](#) provided on the proposal site. **Please note that because Western SARE budget requirements have changed, applicants must use the current, 2023 Western SARE Budget Worksheet.** Previous versions of the budget worksheet will NOT be accepted. Enter the total funds requested; this amount must match the total funds resulting from the calculation in the *Western SARE Budget Worksheet* document.

If your institution will be issuing lower-tier subawards to other institutions/organizations as a part of your proposed project, you are required to provide a detailed budget and justification for each institution. Each lower-tier subaward budget must be submitted on the current, [2023 Western SARE Budget Worksheet for Lower-tier Subawards](#). Be sure to include brief details and budget amounts for each proposed lower-tier subaward, by year, on your *Western SARE Budget Worksheet*. As the primary applicant, you must upload both your *Western SARE Budget Worksheet* and budget justification and those of any lower-tier subawards to be issued. Failure to include the *Western SARE Budget Worksheet* and, if applicable, for all lower-tier subawards, will disqualify the proposal before review.

**Budget Justification Requirements and Tips:** A [budget justification](#) for the primary applicant as well as for any proposed [lower-tier subawards](#), if applicable, must be uploaded as separate PDF attachment(s). Each justification must include budget figures that correspond with those presented in the budget worksheet. Details and justification for proposed costs in each budget category where funds are requested must be provided. Justifications that follow the same organization as the budget worksheet is immensely helpful to reviewers and Western SARE staff. At the top of each budget justification, please include the PI's name and institution/organization as well as the project title.

**Professional Development Program Grant funds must be budgeted in the following categories:**

- **Salaries and Benefits:** compensating yourself and/or employees (including students) of your institution for performing work directly related to the project. Provide base salary, FTEs, fringe benefit rates, and salary/benefits amounts requested.
- **Subawards:** paying project collaborators who are not at your institution and/or to cover costs associated with the sub recipient's portion of the proposed project.
- **Contracted Services:** includes paying for professional services (e.g., testing and analysis services, survey development and administration, computational services, website development or maintenance, professional production services (such as a videographer to produce educational electronic media), consultants, honoraria, speaker fees, producer labor, etc.
- **Supplies:** Includes basic supplies and materials needed to carry out the project. Examples include: agricultural supplies (fencing, seeds, plants, fertilizer), field and lab 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, etc. 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 is only allowed if it is necessary to maintain the continuity of a project activity/meeting. It is 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 publishing articles in scientific journals or other types of field/program 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 align with your organization's approved rates. If no rate is available, please use 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 (e.g., explain why this activity cannot be done in the USA, relevance to Western agriculture sustainability, provide foreign institution and colleagues qualifications, etc.). USDA-NIFA requires that foreign travel be done on a U.S. flag air carrier.
- **Rent:** includes fees associated with renting equipment, land, facilities (e.g., meeting rooms, lab space) and user fees.
- **Participant/Trainee Support:** Participant Support costs are associated with conference, workshop, or symposium attendees who are not employees of the applicant or a subaward recipient institution(s). Trainee Support costs are associated with educational projects that support trainees.



Participants/Trainees can receive a set amount for participation in the above-stated functions. If participant/trainee travel expenses are itemized (not a lump sum payment), include those expenses in the Travel budget category.

- **Facilities and Administrative (F&A) Costs, also referred to as Indirect Costs (IDCs):**

IDC recovery may be requested according to the following criteria:

- Under the SARE program and for projects funded in Calendar Year 2022 and later, NIFA stipulates indirect cost recovery is limited to 10% of the Total Direct Costs requested.
- Some institutions may NOT be eligible for IDC recovery or may be limited to the de minimis rate of 10% of the *Modified Total Direct Costs* (MTDC) requested.
- Applicants should limit their request for recovery of indirect costs to the lesser of their institution's official negotiated indirect cost rate or the equivalent of 10% of total direct costs.

Applicants must indicate the IDC rate used on the *Western SARE Budget Worksheet*. Detailed information about IDC rates and calculations can be found on the Western SARE [website](#). More information about each budget category is provided on the *Budget Categories and Guidance* tab found on the *Western SARE Budget Worksheet*. Please note, however, there are some restrictions for what grant funds may be used.

More information about each budget category is provided on the *Budget Categories and Guidance* tab found on the *Western SARE Budget Worksheet*. Please note, however, there are some restrictions for what *Professional Development Program* grant funds may be used. See below.

**Professional Development Program Grant funds may NOT be used for the following purposes:**

- Capital Equipment purchases – Defined as a single, autonomous piece of equipment that costs \$5,000 or more and has a useful life of more than one year. Minor equipment under \$5,000 is allowed – please include as a supply cost
- Starting or expanding a farm or farm operation
- Major renovations/permanent improvements to a farm or ranch, such as constructing or remodeling a building
- Repair and maintenance of existing equipment/infrastructure
- Providing meals during events that are not necessary to maintain the continuity of a scheduled meeting; breakfasts and dinners typically do not qualify
- Testing of commercial products
- Student tuition and fees

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

## **PROPOSAL REVIEW**

Proposals are evaluated by an outside review panel of educators, scientists, producers, and others with expertise and involvement in sustainable agriculture. The Western SARE Administrative Council, a board of representatives with strong knowledge and interest in sustainable agriculture, is responsible for the final selection regarding which proposals receive funding based on the review panels recommendations. The proposal evaluation criteria are provided below:

- 1) Professional Development Focus: (35% of the review criteria)** Professional development is the goal of PDP grants. The project should focus on training agricultural professionals such as extension personnel, NRCS, or others who will, in turn, share the information with farmers and ranchers. The target audience may also include non-governmental organizations (NGO's), crop consultants, state or other federal agency employees, as long as the primary goal is using the audience as trainers to help educate farmers and ranchers.

- 2) **Sustainable Agriculture Focus: (25% of the review criteria)** All Western SARE proposals should focus on issues that relate directly to sustainable agriculture goals listed on page 2 of this CFP.
- 3) **Project Methods: (10% of the review criteria)** The activities and methods described must be appropriate for meeting project objectives and outcomes, must be clearly written and in-line with project objectives. This includes having the proper expertise and organizations involved.
- 4) **Stakeholder Involvement: (10% of the review criteria)** Proposals should illustrate the meaningful involvement of agricultural producers and personnel from land-grant universities, nonprofit organizations, and other entities in the project's development, implementation, and outcomes.
- 5) **Feasibility and Evaluation of Project Outcomes: (10% of the review criteria)** Proposals must address the desired outcomes for the following areas, describing how they will be assessed, measured, and documented:
  - A. Improving the knowledge base of project participants (ag professionals) in a sustainable agriculture topic or area.
  - B. Increasing the likelihood that project participants will use what they learn. For multi-year projects, demonstrate that project participants used new knowledge and skills in subsequent educational activities in sustainable agriculture.
- 6) **Budget: (10% of the review criteria)** An appropriate budget with good justification is required. Please ensure the narrative explains specific line items so they may be fully understood.

### **KEY POINTS FOR PROJECT DEVELOPMENT**

- 1) **One project per year limit per PI:** Western SARE's long-standing policy and practice is that is a Principal Investigator cannot receive more than one Western SARE grant award in the same year. For example, Dr. Jane Doe cannot receive a 2023 Western SARE Research and Education grant award AND a 2023 Western SARE Professional Development program grant award. In such instances that two applications are submitted by the same Principal Investigator and both are of sufficient technical merit to be funded, the Western SARE Administrative Council will only fund one application.
- 2) **Institutional and collaborative participation:** One goal of the program is to broaden the trainer/educator base of sustainable agriculture expertise. Multi-disciplinary, multi-organizational efforts that include other private or public entities are encouraged. Agricultural producers and community leaders are encouraged to be part of the trainer/educator team.
- 3) **Three aspects of sustainable agriculture:** SARE encourages applications that integrate economic, environmental, and social aspects of sustainable agriculture. Applications should emphasize an integrated or holistic approach with methods and outputs that support a broad-based educational effort.
- 4) **Training and educational methodology:** Proposals must demonstrate enhanced knowledge and skills of participants, and trainer/educator teams are encouraged to develop new and innovative ways for learning to take place. Projects that create electronic or written educational products (e.g. manuals, web-based information or databases) should have an accompanying training component for use of that product, such as training sessions or tutorials. If the audience you intend to reach through this project are from underserved communities, please describe how you intend to reach and engage them. (Underserved communities may include those that have difficulties accessing opportunities due to language, cultural, location, or resource barriers.)
- 5) **Roles of project personnel:** The **Principal Investigator (PI)** is defined as the one who has the authority to write and submit a proposal and carry out its contractual provisions. The **Co-Principal Investigator (Co-PI)** is responsible for duties as outlined by the project proposal and for assisting the PI in project execution. The Co-PI typically brings a background or skillset different from the PI that complements the project. The project **Cooperator(s)** may represent an educator, researcher, business, corporation, producer, or others that supports and participates in efforts outlined in the project and can provide meaningful insight to the project; roles should be clearly defined in the proposal.
- 6) **Impacts and outcomes assessment:** It is important to provide evidence that educational objectives have been fulfilled, with desired outcomes clearly defined, evaluated, and documented. Grantees

should build in a reasonable timeline and approach to properly complete the evaluation of project impacts. **Use the Western SARE PDP logic model as a reference point as you develop your proposal.** The logic model can be found under “Documents for Managing a Grant” on the Western SARE website, <https://western.sare.org/grants/documents-for-managing-a-grant/>

- 7) **Location:** Proposed projects must be located at an entity within the Western region of United States which have demonstrated fiscal responsibility and expertise in sustainable agriculture and is able and qualified to receive funds from the U.S. Government. Projects should address needs within the western region of the US. Principal Investigators must reside in the Western region.
- 8) **Letters of support:** Letters of support are required from project cooperators. In addition, general support letters may be included. These are intended to strengthen the rationale and need of the project. For example, letters of support can come from producers, agricultural entities, non-profits working in the discipline, government organizations and others with a level of commitment and involvement in sustainable agriculture.

## **ADDITIONAL INFORMATION**

**For more information about this call for proposals:** Contact the Western SARE PDP office at (307) 575-2416 or [wsare-pdp@sare.org](mailto:wsare-pdp@sare.org)

**Submission:** Go to <https://projects.sare.org> to apply. *Please remember that the proposal form is character sensitive. Be careful if you are cutting and pasting. Visually review your proposal before hitting the submit button.* **Proposals must be received by 12:00 pm NOON MST, November 9, 2022.**

All Western SARE calls for proposals (Research & Education, Farmer/Rancher, Professional + Producer, Graduate Student, Sabbatical, Research to Grassroots, and Professional Development Program) are listed on the website, <https://www.westernsare.org>, as are previously funded proposals.

The Sustainable Agriculture Research and Education program (SARE) is funded through the USDA Cooperative State Research, Education and Extension Service (CSREES) under Chapter 1 of Title XVI of the Food, Agriculture, Conservation, and Trade Act of 1990 and extended by the 1995 Farm Bill reauthorization. The purpose of the subtitle is to encourage research with education and on-farm demonstration projects designed to increase the producer knowledge base and assist in the adoption of sustainable practices on the land. Ideally, projects will integrate research, education and on-farm demonstrations within whole-farm sustainable agricultural systems involving plants and animals, demonstrating tangible outcomes and addressing Western SARE goals.

## **RESOURCES**

Information on sustainable agriculture can be found at the National SARE website, [www.sare.org](http://www.sare.org) (the database of nationwide SARE projects can be searched under “Project Reports”).

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 literature reviews, and background research. AFSIC has resources at <https://www.nal.usda.gov/afsic/> that may be relevant to your proposal.

The following are listed under “Documents for Managing a Grant” on the Western SARE website, <https://western.sare.org/grants/documents-for-managing-a-grant/>

- A. **Western SARE and USDA Policies and Requirements**
- B. **Western SARE PDP Logic Model**
- C. **Required Budget Details**





Please print this document, obtain **BOTH** required signatures and upload into the Supporting Documents section of your online grant application.

**Project Title:** \_\_\_\_\_

**Total Funds Requested** \_\_\_\_\_

**Requested Project Period:**

Start Date (MM/DD/YYYY): \_\_\_\_\_ End date (MM/DD/YYYY): \_\_\_\_\_

**Principal Investigator**

USDA defines a Principal Investigator as one who has the authority to write and submit a proposal and carry out its contractual provisions.

As the project PI, I affirm I am responsible for all expenditures and achieving the stated research and education objectives of the proposal.

\_\_\_\_\_  
*Signature: Principal Investigator*

\_\_\_\_\_  
*Date*

Printed Name: \_\_\_\_\_

**Authorized Organizational Representative**

USDA defines the Authorized Organizational Representative as one who has authority to enter into contractual agreements with the Western SARE Host Institution, Montana State University.

As the AOR for the institution/organization project of the PI submitting this proposal, I affirm that [enter institution/organization name here] has authority to enter into a contractual agreement with Montana State University.

\_\_\_\_\_  
*Signature: Authorized Organizational Representative*

\_\_\_\_\_  
*Date*

Printed Name and Title: \_\_\_\_\_



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, 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.

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

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

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