

BACKGROUND

The primary goal of the Montana Pulse Crop Research & Marketing as stated in the enabling legislation, "In order to protect and foster the health, prosperity, and general welfare of the people of Montana, it is declared to be the public policy of this state to encourage and promote intensive, scientific, and practical research into all phases of agricultural commodity culture, production, marketing, and the development of markets for commodities grown or produced in Montana." Legal Authority: (MCA) Section 80-11-1001 through - 1008 Montana Code Annotated. The Montana Pulse Research & Market Development Program is overseen by the Montana Pulse Crop Committee.

REQUEST FOR PROPOSALS

The Montana Pulse Crop Committee invites proposals to fund market development projects and educational projects designed to address Montana's pulse industry. All funding awards will be determined by the Montana Pulse Crop Committee or the USADPLC Research Review Committee. Generally, to qualify for consideration, proposals must have practical, near-term application involving practices or organizational arrangements that will stimulate an expanded pulse industry.

Research proposals are to be submitted through USADPLC Industry Research Proposals. Due Dec. 4th. Go here for more information: <https://www.usapulses.org/pulse-industry/research>

You may also obtain the link by contacting Dr. Evy Jaconis - ejaconis@usapulses.org

Research Timelines:

Deadline for Research Submission: Dec 4, 2020

Research Review Process: Feb 16-18, 2021 (Virtually)

USADPLC budgeting process finalized: June 30th, 2021

Award notices: Month of July 2021

WHO MAY APPLY

Proposals for funding will be accepted from:

- Public and Private Agencies and Organizations
- Business and Industry
- Educational Institutions
- State & Local Governments
- Individuals

If two or more individuals or organizations propose to conduct a project jointly, they should submit one application as co-applicants.

DEADLINES AND ADDITIONAL INFORMATION

Marketing Deadline: Proposals submitted under the Montana Pulse Crop Marketing must be received on or before **March 1, 2021 at 5:00 p.m.** by the Montana Pulse Crop Committee. Proposals must be submitted through the Webgrants system at fundingmt.org. Instructions on using Webgrants can be found at: <http://agr.mt.gov/agr/Programs/Commodities/Checkoff/Pulse/>

To apply:

- **Register Online.** Before you can fill out an application, make sure that you have registered and received a username and password at www.fundingmt.org - see attached instructions below "Webgrants Registration Instructions"

- **Log In.** After registering, log in with your username and password and click "Start a New Application". Then fill out the application forms provided, being sure to "Save" often to avoid losing data. Application Instructions are also provided below.

- **Questions about this RFP should be directed to:**

Montana Pulse Crop Research & Marketing
Montana Department of Agriculture - ADD
PO Box 200201
Helena, Montana 59620-0201
(406) 860-7480

Zach Coccoli (z.coccoli@mt.gov)

ELIGIBILITY REQUIREMENTS

• Applicant Eligibility

Proposals for funding will be accepted from:

- Public and Private Agencies and Organizations
- Business and Industry
- Educational Institutions
- State & Local Governments
- Individuals

If two or more individuals or organizations propose to conduct a project jointly, they should submit one application as co-applicants.

Applicants must demonstrate a proven ability to carry out all elements of the proposed project. In addition, applicants proposing to rely upon the expertise of another individual or organization to undertake any part of the project must clearly define the responsibilities of that party as well as provide evidence of their willingness and demonstrated ability to undertake that area of responsibility.

•Project Eligibility

Eligible projects are as follows:

Developing the Pulse markets, including:

- conducting market assessments
- planning and conducting publicity and sales promotion campaigns, including media development and trade show exhibition.
- Expanding International/Domestic markets
- Overall market development of pulse crop industry

Education

Research funding will be available through the USA Dry Pea and Lentil Council (USADPLC), Todd Scholz, VP Research & Member Services (tscholz@usapulses.org)

For more information: https://s3.wp.wsu.edu/uploads/sites/2002/2018/10/20181004_RequestForProposals.pdf

ELIGIBLE COSTS

There is no limit to the grant amount a proposal can request. Eligible costs under the Montana Pulse Crop Research & Marketing may include, but are not limited to:

- Salaries and Wages
- Fringe Benefits
- Consultant Services (professional, technical, operational)
- Travel
- Advertising and Promotion
- Equipment (preferably leased versus direct acquisition)
- Supplies and Materials
- Communication (telephone, postage, printing, etc.)
- Data Processing

Program funds cannot be used for the payment of institutional overhead or unassociated indirect costs.

PROPOSAL JUSTIFICATION

The purpose of the proposal application is to provide evaluators with a written statement containing sufficient information to demonstrate that the proposed activity is a sound approach to an important area of interest as outlined in the RFP and that it merits financial support. The Committee will conduct their annual meeting at which time the applicant may make a presentation in person. The Committee will then decide whether to fund the project and notify the applicant within 60 days.

AWARDS

Selection of successful proposals will be on a competitive basis and based on availability of funds. All proposals will be judged against the following criteria, consistent with the stated objectives of the program:

- The degree to which the proposed activity addresses a significant industry need or opportunity and evidence of industry support of such an activity.
- Applicant's demonstrated experience and ability to undertake the proposed activity and to manage the grant compliance, including reporting and financial management.
- The adequacy of plan and time frame to achieve the activity goals.

The Montana Pulse Crop Committee will fund successful projects through contracts under the Pulse Crop Research & Marketing Act. Selected projects must comply with all applicable federal, state and local laws, licensing and regulations for funds to be awarded. Evidence of such compliance may be required.

The Montana Department of Agriculture will notify each applicant of selection decisions in writing within 60 days of the Committee's meeting date.

REPORTING REQUIREMENTS

The Montana Pulse Crop Committee and the Montana Department of Agriculture staff will be responsible for monitoring each funded project.

Specific terms and conditions of each funded project will be contained in the formal grant agreement.

The Committee reserves the right to determine the extent of reporting requirements, subject to modification during the project. Interim reporting requirements will be based on the cost, duration and nature of the project

The grant recipient may be required to make an oral report to the Committee at the conclusion of the project. The oral report will be made at a regularly scheduled Committee meeting.

A comprehensive final report will be required upon completion of the project. The final report should include:

- a comparison of actual findings and accomplishments of the project with goals and objectives described in the proposal;
- reasons for deviation from established goals of the proposal;
- a clear description of the commercial application and economic benefits, which accrued during the course of the project;
- a description of its immediate impact; and
- an estimate of its long-term commercial and economic benefits.

In addition to the final project report, the Committee reserves the right to conduct a follow-up survey of funded projects in order to determine long-term impact.

OWNERSHIP AND PUBLICATION OF MATERIALS

All information and materials generated by the proposed activity become the sole property of the State of Montana. The grant recipient will retain the right to utilize, reprint and distribute all said information and materials.

LIABILITY

Neither the Montana Pulse Crop Committee nor the Montana Department of Agriculture will be held liable for any costs incurred by any firm for work performed in the preparation of and production of a proposal or for any works performed prior to the formal execution of a contract.

RIGHT TO KNOW

Proposals selected for funding and all related contracts shall be subject to disclosure under the Montana Right to Know Law.

OTHER CONSIDERATIONS

The Montana Pulse Crop Committee and Montana Department of Agriculture reserve the right to:

1. Reject any or all proposals received in respect to this RFP.
2. Waive or modify minor irregularities in proposals received after prior notification and concurrence of applicant.
3. Clarify the scope of this RFP, within the program requirements and with appropriate notice to all applicants, to best serve the interests of the State of Montana.
4. Amend the RFP specifications after their release, with appropriate written notice to all potential applicants.
5. Require a good faith effort on the part of the project sponsors to work with the Committee and the Department of Agriculture.