

DHA – AES Project Criteria

April 2015

As faculty with appointments tied to AES(Agricultural Experiment Station) funding retire or relinquish AES funding , a process for awarding funding for new AES projects needs to be developed. The proposed process is designed to make access to AES funding equitable across the department. Faculty who have AES appointments as part of their contract are exempt. This policy will go into effect beginning in 2015. Faculty interested in applying for AES funding should indicate their interest by contacting Kathy Guiney. After two consecutively-funded projects, previously unfunded faculty will be a priority to receive funding for new projects.

AES funding may include, but is not limited to a portion of the faculty members' salary toward one course release per academic year, and up to a 25% graduate research assistant for two semesters per academic year. Division of funding may vary after discussion with the faculty member and department head. Three years is the length of each project. A one-year extension may be requested. Projects cannot be renewed. Annual progress reports and a termination report are required.

The DHA Policy and Advisory Committee will review abstracts and recommend proposals for the AES review process. Priority will be given to tenure-track faculty and Associate Professors who are working toward promotion.

The following criteria will be used to award funding for AES projects:

- Objectives:
 - To support agricultural research at State Agricultural Experiment Stations. Its purpose is to promote efficient production, marketing, distribution, and utilization of products of the farm as essential to the health and welfare of people and to promote a sound prosperous agriculture and rural life.
 - Funds appropriated under this section shall be used to conduct original and other researches, investigations, and experiments bearing directly on and contributing to the establishment and maintenance of a permanent and effective agricultural industry of the United States, including researches basic to the problems of agriculture in its broadest aspects, and such investigations as have for their purpose the development and improvement of the rural home and rural life and the maximum contribution by agriculture to the welfare of the consumer, as may be deemed advisable, having due regard to the varying conditions and needs of the respective States. Further, funds may be used printing and disseminating the results of such research, retirement of employees subject to the provisions of an Act approved March 4, 1940 (54 Stat. 39), administrative planning and direction, and for the purchase and rental of land and the construction, acquisition, alteration, or repair of buildings necessary for conducting research.
(https://www.cfda.gov/index?s=program&mode=form&id=5c58a96f8078d4a8c8d3e27dcbd4c51c&tab=core&tabmode=list&print_preview=1)
 - NIFA homepage <http://www.nifa.usda.gov/>
- Projects are intended as seed funding to aid the PI in establishing a new research direction, or to augment dimensions of their current extramurally-funded research program.
- Hatch project funds are intended to be leveraged by extramural funding and are expressly not intended to be the “sole source” of funding for research projects.

- Projects are expected to result in peer-reviewed publications in journals appropriate for the discipline and/or intellectual property disclosures where appropriate.
- The proposal supports researcher's research goals and agenda.
- The proposal must serve the state of Minnesota.
- AES funding will be leveraged (or was leveraged) for external grants.
- Includes examples of collaboration/other support/public engagement/plan for dissemination
- Productivity of previous AES projects, if applicable
- Clarity of proposal

The process:

- Call for abstracts for proposed project goes out in December if there are openings.
- Abstracts are due to the department head on January 25.
- Abstracts are reviewed by the Policy and Advisory Committee at the February committee meeting. Individuals are notified that their project was selected to move forward and given instructions for developing the proposal. Complete proposal is due March 1.
- Proposals are sent to 3 internal reviewers and 3 external reviewers for review and feedback. Feedback is due to the department head on April 15.
- Feedback is shared with the individual for proposal revision and entry into REEport (NIFA reporting tool). Paper copy is submitted by May 1 for approval by the department head and Associate Dean of Research.
- Due to MNAES mid-May.
- MNAES reviews and forwards the proposal to US Department of Agriculture, Washington, DC
- Approval from USDA for the project to proceed is received sometime during the summer.

Approved April 2015