Notes and Instructions for Executive Summary

Do NOT include this instruction page with your application!

**Notes on Co-Project Directors and Co-Project Investigators**

As stated in the definitions at the end of the Request for Applications, the Project Director (PD) is that person who is legally responsible for insuring that project funds are used to accomplish the project objectives. A Co-Project Director (Co-PD) is someone who could assume those responsibilities in the event that the PD has to step out of that role prior to completion of the term of the project. Bear in mind when listing Co-PDs that NIFA makes awards to institutions, not individuals. In most cases, the institution receiving an award will not want to transfer the award to another institution, so the most realistic persons to list as Co-PDs are those who are at the same institution as the PD. Listing more than 3 Co-PDs is probably not necessary. Scientists who will have the main responsibility for achieving specific objectives should be listed as Principal Investigators (PI) and those who will be part of an objective team should be listed as Co-Principal Investigators (Co-PI). These scientists have the same status as a Co-PD in terms of recognition of value to the project. These individuals are not, however, in a position to assume the responsibilities of the PD.

You were asked to list up to 6 scientists on your Stakeholder Relevance Statement. **There is no limit on the number to list in your full application.** Please note that an important use of this information, in addition to allowing reviewers to quickly see who is on the project team, is to check for conflicts of interest as part of the peer review panel planning process. It is important to list the **full name** of all essential personnel and the person’s **institution**, along with the **city and state**. **Be sure that this information is clearly stated.** The Executive Summary is NOT the place to include paragraphs of information about what each team member will bring to the project. That information goes in the narrative.

**Percentages of legislated priorities addressed by your project.**

Please include information about what percentage of your project addresses each of the 5 priorities contained in the SCRI authorizing legislation. This is for reporting purposes only and will not affect the review of your application. If you wish to include explanatory notes, please include in your narrative and not in the executive summary.

1. “PB and G”: Research in plant breeding, genetics, genomics, and other methods to improve crop characteristics, such as:

a. product, taste, quality, and appearance;

b. environmental responses and tolerances;

c. nutrient management, including plant nutrient uptake efficiency;

d. pest and disease management, including resistance to pests and diseases resulting in reduced application management strategies; and

e. enhanced phytonutrient content.

2. “PM”: Efforts to identify and address threats from pests and diseases, including threats to specialty crop pollinators;

3. “PP & PE”: Efforts to improve production efficiency, handling and processing, productivity, and profitability over the long term (including specialty crop policy and marketing);

4. “Tech”: New innovations and technology, including improved mechanization and technologies that delay or inhibit ripening; and

5. “FS”: Methods to prevent, detect, monitor, control, and respond to potential food safety hazards in the production and processing of specialty crops, including fresh produce.

**Executive Summary**

1. **Project Title:**
2. **Project type:** (Planning, SREP, or CAP)
3. **Requesting consideration for Center of Excellence? (Yes or No)**
4. **Legislatively-mandated focus areas to be addressed:**

|  |  |
| --- | --- |
| Focus area | Percentage addressed in this proposal |
| Plant Breeding and Genetics |  |
| Pest Management |  |
| Plant Production and Production Efficiency |  |
| Technology |  |
| Food Safety |  |

1. **Program Staff:** (expand this table as necessary to list PD, Co-PDs, Co-PIs, Collaborators)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Role | Name | Title | Institution | City, State | Email |
| PD |  |  |  |  |  |
| Co-PD |  |  |  |  |  |
| PI |  |  |  |  |  |
| Co-PI |  |  |  |  |  |
| Collaborator |  |  |  |  |  |

1. **Critical stakeholder needs and long-term goals:**
2. **Outreach plan summary:**
3. **Potential benefits:**
4. **Logic Model** (see RFA for link to NIFA web page with suggestions and formats)