Request for proposals for capacity building equipment proposals, fall 2022

UW–Madison College of Agricultural and Life Sciences

The Dairy Innovation Hub, which launched in 2019, is a $7.8 million per year investment by the State of Wisconsin to build a world-class talent pool and enable bold discoveries to ensure that Wisconsin's dairy community is at the global forefront in producing nutritious dairy products in an economically, environmentally, and socially sustainable manner.

As one aspect of enabling novel and high-impact research within the priority areas of the Dairy Innovation Hub, funds are available for acquisition of equipment that will enable high-impact projects that will fit within one of the four (4) priority areas of the Hub (visit the Hub website for more information):

1. Stewarding Land and Water Resources
2. Enriching Human Health and Nutrition
3. Ensuring Animal health and Welfare
4. Growing Farm Businesses and Communities

The objective of these grants is to increase research capacity in the Dairy Innovation Hub’s four priority areas by providing key pieces of farm or laboratory capital equipment, or a comparable research resource, that creates novel capacity for high-impact research.

RFP overview, submission, and funding

- Matching funds required if cost exceeds $100,000
- Opportunity to indicate a corresponding CALS hatch capital equipment proposal submission
- Selection of one top priority area (a secondary may be identified) with justification(s) how capital equipment fits the priority area(s)
- Proposals may be submitted by faculty or staff with PI status, or by a research station (or lead PI) reflective of a collaborative group of faculty

Proposals must be submitted via WISPER by 5:00 p.m. (CST) on Friday, November 4, 2022. Proposals should be submitted as a single PDF document. Requests for time extensions will not be granted. Proposals received after the deadline OR not as a single merged PDF document will NOT be accepted.
In addition to submitting a proposal by the deadline indicated above, proposals must also include the following to be considered for funding:

- Approvals from chair, administrator, and co-PI(s).
- Full proposal (detailed below).
- Short title in WISPER must be “UW Dairy Innovation Hub: Equipment”, document type should be “other”, and submission should be routed to Elisabeth Berndt (elisabeth.berndt@wisc.edu / edalton2).

Once the RFP closes, a confirmation email will be sent to all PIs who submitted a WISPER record. If you do not receive an email, please follow up with Elisabeth Berndt.

Funding award decisions and letters will be sent in January (2023). If funded, purchases should be initiated immediately as they must be posted by the end of this fiscal year (June 30, 2023).

Eligibility requirements

- The PI must be CALS faculty or staff with PI status (permanent or temporary)
- Co-PIs or collaborators from outside CALS may be included in the proposal but they cannot serve as the PI
- A proposal may be submitted by a CALS research station (or a lead PI) on behalf of collaborative group if the equipment will be housed at the research station
- Receiving prior capital equipment funding does not preclude a PI from applying to this call

Awards are expected to be funded in the range of $5,000 to $100,000. If the equipment cost exceeds $100,000, the PI must provide evidence of matching funds.

Proposal format

Please upload application materials via WISPER as a single PDF file submission containing the four (4) components below.

1. **Cover page** (Excel tab "cover page") must include the following:
   - Descriptive title for the project proposal.
   - Names of PI, co-PIs, and participating faculty/staff/students participating, and up to two Dairy Innovation Hub Priority areas the project addresses.
PI status: to qualify for “new Hub PI” status, PI cannot have received Hub funding (excludes faculty startup support). New Hub PI status is independent of career stage.

A 250-word non-technical summary of the equipment, what capacity it would bring to UW-Madison research, how the PI and co-PIs will benefit from the additional equipment, and the cost of equipment.

2. **Brief proposal** *(2-page maximum)* providing/identifying the following:
   - Justification for how the equipment is essential for research and how it will create novel or expanded capital equipment capacity for high-impact research that does not currently exist within CALS. The burden to convey the novelty and importance of the proposed equipment, and the value of the equipment to the Dairy Innovation Hub priority area(s) is the PIs responsibility.
   - **Hub priority area** that is most relevant to the project (a secondary priority area may also be identified). The proposal should include a justification of fit to priority area(s) and how the outcomes of this project will contribute to progress within Wisconsin, relative to the priority area(s).
   - List of researchers who will benefit from the equipment (preference will be given to proposals that will benefit multiple investigators).
   - Description of future extramurally funded research proposals that will benefit from acquiring the proposed equipment.

3. **Letters of support** must be provided by each investigator detailing the research in their program that will benefit from the equipment *(not included in proposal page limits)*.

4. **Quotes** for cost of equipment must be included. Please provide at least three quotes, or one quote with justification of a selected vendor. Quotes may be uploaded Independently from proposal document PDF.

**NEW! Eligible for HATCH match / leverage**

Capital equipment proposals that meet eligibility requirements for both programs may be submitted in parallel to both the Dairy Innovation Hub RFP and the Hatch Capital Equipment RFP. If proposals are selected for funding by both Hatch and the Dairy Innovation Hub, the match funds required by Hatch would be provided by the Hub. Funding by one entity is not dependent upon funding by the other.
If interested in applying for this leveraging opportunity, please include a one-page *(maximum)* explanation justifying how your equipment proposal appeals to both calls. This justification will also confirm that the same request was submitted to Hatch as evidence of matched funds (for Hub proposals greater than $100,000 and all Hatch proposals).

In the case that Hatch funding decisions are released prior to Hub funding decisions, purchases should be initiated using the proposed matching funds (departmental or PI sources). If the proposal is selected for Hub funding, cost transfers will be executed as appropriate.

Leveraging with Hatch and/or other funding sources is encouraged and will be considered in review decisions.

**Proposal review process**

Proposals will be reviewed by a reviewer group comprised of DIH steering committee members and ad-hoc reviewers. Scores will not be returned to PIs; however, synthesis feedback on proposals will be provided with decision letter for all submissions.

Proposals will be evaluated according to the following criteria:

1. Novel capacity that removes a current limitation or bottleneck in research aims *(35%)*
2. Impact of supported research on the Wisconsin’s dairy community and fit to identified priority area *(30%)*
3. Equipment purchase will benefit multiple researchers across CALS or Hub faculty at UW-Madison, UW-Platteville, or UW-River Falls *(20%)*
4. Meets “New Hub PI” criteria *(10%)*
5. Utilizes leveraged funds from Hatch (pending decisions) or other sources *(5%)*

**Frequently asked questions**

**Q: How will equipment purchases be made?**

**A:** If selected for funding, acquisition of PO and equipment will be through the PIs department. A Hub account number will be provided.
Q: Are there expectations that come with this funding?

A: As with all funding, there are reporting expectations. The Hub must report financial and research outcomes on a fiscal year basis. Researchers will be asked to complete an online submission form twice a year. The form is brief and very similar to Hatch reporting so to minimize administrative burden on the PI. You or a collaborator on the project may be asked to participate in the Dairy Summit which is anticipated to be an annual event (in Wisconsin) which will include opportunities to present research.

Q: What Is the Hub’s definition of equipment?

A: The Hub considers capital equipment to be any asset with useful life of more than one year and total acquisition cost over $5,000. The unit may qualify as physical property, machines, datasets, or high-performance computing software or devices needed to produce and elevate research. If you have any questions about the appropriateness of a purchase of interest, please contact the faculty director, Heather White.

Still have questions? Contact the Hub directly...

For inquiries concerning the scope of research, acceptability, or appropriateness of a proposed item, please email faculty director, Heather White (heather.white@wisc.edu).

If you need further guidance regarding the proposal process, please email administrative specialist, Elisabeth Berndt (elisabeth.berndt@wisc.edu).