

Science-to-Practice Grant Program (S2P)

2024-2025 Request for Proposals

The College of Agricultural Sciences (CAS) Office for Research and Graduate Education and Penn State Extension invite proposals to the **Science-to-Practice (S2P) Grant Program** for new and renewal projects that integrate research and extension. The S2P program provides funding to support the formation and development of teams proposing to explore innovative methods, structures, and projects that foster the translation of research into outputs for dissemination and implementation.

Interdisciplinary teams of eligible participants can apply for grants **up to \$10,000** for one year, renewable as funding permits for up to three years. The purpose of the S2P program is **to foster the formation of integrated research and extension teams** in order to address pressing, complex challenges that require multiple perspectives and modes of knowledge. The S2P supports applied research-based activities that prioritize the development of collaborative networks in the college across research and extension faculty and extension educators as well as engaging partners beyond, such as practitioners, decision makers, and thought leaders in the field.

Eligibility

The team must be composed of a research leader and an extension leader, both of whom will serve as the principal investigators co-leading the project. Team leadership must meet the following criteria:

- 1) Research PI must be a faculty member (tenured, tenure-track, or non-tenure-track) with a research appointment in the College of Agricultural Sciences and an active Hatch project;
- 2) Extension PI must be full-time personnel (e.g., faculty member with an extension appointment, research associate and/or educator).

Additional participants are encouraged and may be from CAS, from other units at Penn State, and from outside the university. However, all funds must be used to directly support CAS activities and personnel. Funds cannot be used to support graduate students, employees, or other persons not employed by or not enrolled in a CAS program.

Current or previous grantees of successful S2P grants are eligible to submit a proposal to renew their project for up to two additional years after the first award. All remaining funds from previous awards do not carry over, and new budgets must be constructed for up to \$10,000. Additional criteria for renewals are included in the proposal guidelines for the project narrative and budget.

Proposal Requirements

The full proposal will be submitted online through the InfoReady system. The required components are outlined below with page limits and guidelines for the required content.

Proposal information entered into InfoReady fields:

A. Project Participants

- a. Designate **only** the research principal investigator and the extension principal investigator who will co-lead the project. Refer to the eligibility requirements stated above.
 - i. Applicant in InfoReady may be either Research or Extension lead; include the other project lead in the Co-Applicant field.
 - ii. The two project leads and all other team participants should also be included in the Team Roles section of the uploaded pdf.
- b. Indicate “New Proposal” or “Renewal.”

B. Summary (300 words maximum)

- a. Summarize the integrated project, including the primary stakeholders standing to benefit or who will be affected by the project, a brief statement of the goal(s), and the integrative strategy.

C. Total Research and Extension Budgets

Unified PDF uploaded to InfoReady must contain all the following components:

D. Title and Project Narrative (90 total evaluation points)

[3 pages maximum for new proposals / 4 pages maximum for renewal proposals; does not include team roles, budget and justification, or references]

- a. *Research Component (20 evaluation points)*
 - What is the research problem, defined in the context of a field of research or discipline?
 - What are the gaps in data or knowledge that make this project significant?
 - What is the potential for this project to impact the advancement of knowledge in a particular research field/discipline/area?
 - Identify research-specific activities required to advance the integrative strategy outlined below, including defined research-related deliverables (e.g., publications, grant applications, etc.) and expected outcomes and impacts.
 - Renewals only: Describe how extending the project for another year will further the research goals and increase the impact of the project.
- b. *Extension Component (20 evaluation points)*
 - What are the learning objectives that will deliver the science-based knowledge generated through the research component?
 - What is the significant public benefit of this project?
 - Who will benefit from or be affected by this project?

- Identify education-specific activities required to advance the integrative strategy outlined below, including defined extension-related deliverables and expected outcomes and impacts.
 - Renewals only: Describe how extending the project for another year will further the extension goals and increase the impact of the project.
- c. *Integrative Strategy (40 evaluation points)*
- What is the strategy that combines the generation, translation, and transfer of technology and knowledge into practical applications or practices?
 - How do the research and extension components complement one another?
 - Why does this project require an integrated approach and interdisciplinary team to create societal value through research-based education that is relevant to the needs of identified stakeholders?
 - How will the identified stakeholders be engaged in the research and extension activities?
- d. *Project Timeline (10 evaluation points)*
- Outline significant benchmarks along the timeline of this project that can illustrate the team's vision and trajectory during and beyond the timeframe of this proposal (including proposed and planned renewals). The benchmarks should align with the objectives described above in the research, extension, and integrative strategies.
 - Identify all approvals that will be required to complete the project (e.g., IRB, IACUC, etc.) and the timeline for obtaining them. See the [Office for Research Protections](#) for more information.
 - This may be presented as a diagram or table.

E. Team Roles (10 total evaluation points)

- a. Briefly describe the roles and expertise of the research and extension PIs.
- b. Include a coordination plan for integrating team members across college functions and units as well as university and external partners.
- c. List all team members with their affiliations. Describe the role and responsibilities of each member, including how the expertise of each will contribute to the research, extension, or integrated activities. A balanced team representing both research and extension is important.
- d. Renewals only: If the previous grant opened new collaborations and partnerships, please briefly report the outcomes of those relationships here.

F. Budget and Justification

- a. Provide a two-column budget, dividing research and extension expenses.
- b. Successful projects will be awarded up to \$10,000, with the funding period beginning on October 1, 2024.
 - i. All budgets (for new and renewal) should be constructed so that up to \$5,000 in expenses support research activities and up to \$5,000 support extension activities.

- ii. Please note that submissions to this internal competition do not require the budget to be created through the College's Grants and Contracts Office.
- c. Include a detailed budget justification, providing a brief description and explanation of need for costs associated with project activities.
- d. Funds used to pay part-time wage-payroll must be for activities outside of any job description currently paid for by Penn State Extension or the College of Agricultural Sciences, or it must support work on a new activity.
 - i. Part-time wage-payroll must be paid through the University system (funds cannot be transferred to county systems).
- e. All other project costs typically allowed by federal extramural sponsors are allowed in this program.
- f. Funds **cannot** be used for the following:
 - i. Faculty salaries (including supplemental) or standing appointment salaries
 - ii. Travel to professional meetings
 - iii. Out-of-country travel
 - iv. Equipment purchases exceeding \$5,000
 - v. Support of personnel NOT in the College of Agricultural Sciences
- g. Funds to support personnel outside the College of Agricultural Sciences must be obtained from other units and require a letter of commitment from the non-CAS unit, submitted with the proposal as a supplemental document.
- h. Budgets are constructed for a maximum of 1 year and must be expended by September 30, 2025. No carry over is allowed.
- i. Funded projects can be competitively renewed up to two times, for a total of 3 years of support; unexpended funds in one year will not carry over. Extensions for unexpended funds are not allowed for non-renewed projects.
 - i. Additional fields are included in the InfoReady form for renewals requesting remaining funds to date and anticipated expenditures through the end of the period of performance.

Evaluation Criteria

Proposals will be evaluated and scored on the following criteria:

- Identifies outcomes that are easily measurable and scalable
- Contributes to the knowledge base through distribution of results that benefit other efforts
- Presents a clear plan for building or supporting an interdisciplinary team
- Demonstrates the potential for effective strategies to integrate research and extension activities
- Proposes activities that help to initiate, advance, and strengthen teams and projects to obtain extramural support
- Defines both research and extension deliverables and provides clear benchmarks for achieving expected outcomes and impacts

- Incorporates audiences traditionally not targeted
- Projects that demonstrate considerable opportunities to grow the mission of the College, Extension, and our commitment to diversity, equity, and inclusion are especially encouraged

Submission and Review Process

Full proposals must be submitted as a single PDF by **11:59 pm** on **August 30, 2024**, via InfoReady: <https://psu.infoready4.com/#freeformCompetitionDetail/1942001>

View this RFP online: <https://agsci.psu.edu/research/resources/funding/s2p>

Proposals will be evaluated by program administrators within the CAS Office of Research and Graduate Education and Penn State Extension. Applicants will be notified of decisions by **mid-September 2024**.

Please direct any questions regarding your proposal to Gretta Tritch Roman, Director of Research Development and Initiatives (gst118@psu.edu).

Reporting Guidelines:

The period of performance for S2P grants will begin **October 1, 2024**, and terminate **September 30, 2025**. Projects may be renewed for up to a total of three years of support. Proposals for renewal can be submitted in the next cycle for the S2P grants. An interim report for all awarded proposals will be due on March 31, 2025. Final reports will be due October 15, 2025. Report assignments and reminders will be sent through the InfoReady system.