

**FY2024 Regional Integrated Pest Management Centers
Diversity, Equity, Inclusion, and Accessibility Mini-Grant
Request for Applications**

Release Date: October 4, 2023

Applications Due: Ongoing, accepted until funds are depleted

Period of Performance: End date no later than 9/17/24

Final Report Due: 30 days post end date

Funding Available: \$30,000 with awards of up to \$5,000 each. We anticipate awarding 1-2 mini-grants per [region](#).

DEIA Mini-Grant Description

The Regional IPM Centers champion the development and adoption of integrated pest management, the science of managing pests while protecting people, the environment, and the economy. Each Center engages broadly with stakeholders to identify and address regional pest priorities in agriculture, communities, and natural areas. This mission directly serves the goals of the [IPM Roadmap](#) (<http://bit.ly/IPMRoadMap>).

The Regional IPM Centers DEIA program has funds available for mini-grants to be awarded to eligible projects that will enable the recipient to make progress towards their IPM goals, while prioritizing diversity, equity, inclusion, and accessibility of IPM. Appropriate use of mini-grant funds would be for special issues that arise outside of the normal funding cycle.

The DEIA mini-grant program supports diversity, equity, inclusion, and accessibility efforts by providing support for institutions, organizations, and communities led by Black, Indigenous, people of color, LGBTQ+, immigrant, migrant, neurodiverse, Veteran, beginning and women farmers, and/or disability community members, faculty/staff, and students. We will also consider DEIA training and learning and other partners, programs, and opportunities promoting equity and inclusion.

Eligibility

Eligible applicants include private individuals and institutions, faculty, and qualified staff of two- or four-year universities, businesses, commodity organizations, and governmental and non-governmental organizations. Applications originating from or including small, mid-sized and minority-serving institutions or organizations are particularly encouraged.

Expectations

Proposals must include:

Focus on IPM research and/or outreach.

Include goals related to DEIA, which may include:

- Provide benefits to minoritized stakeholders.
- Increase cultural competency of staff.
- Identify gaps in DEIA effort and ways to improve.
- Needs assessment for communities served.

Funding

Up to \$5,000 per award. Cost-share/match and indirect costs are not allowed.

Application Preparation

Please submit the following as one compiled PDF.

Cover Page

- Proposal Title
- Name
- Email
- Institution
- Title or role

Project Narrative (3-page max, 1” margins, 12 pt. font)

- Abstract of project with clear summary
- Objectives and timeline
- Expected outcomes

Budget (Indirect costs are not allowed for mini-grants)

Budget Narrative (2-page limit)

CV or Résumé of Key Personnel (2-page limit per CV)

Submission

Proposal submission: [DEIA Mini-Grant Submission](https://app.smartsheet.com/b/form/794adf3c56324c3e86c788680cd12ec9)

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Selection Criteria

All complete applications received will be acknowledged. A review panel composed of **the DEIA Steering Committee** will be convened, and therefore, will not be familiar with your program, abilities, and past accomplishments. Clearly identify the group’s objectives and how each objective will be accomplished, as well as expected outcomes.

Application Preparation	10 points	Application is complete and follows the format specified in this RFA. Project Narrative does not exceed 3 pages. Information is presented clearly.
Problem and Justification	45 points	Problem addresses the DEIA Regional IPM Center desired outcomes listed in this RFA. Problem is important to the DEIA efforts of the regional IPM centers. Grower or other stakeholder needs are addressed.
Likelihood of Success (Objectives, outputs, outcomes)	25 points	Clear link between the proposed activities and expected outcomes. Identified methods provide detail to demonstrate a clear and well-thought-out plan. Timeline and scale of project are appropriate.
Expertise	10 points	CV(s) indicate the PD and team have the expertise needed to conduct the project.
Budget	10 points	Budget is well-defined, reasonable for the proposed project and within the funding limits. Budget follows guidelines, and narrative follows the order of the budget form and fully justifies budget items.

Post-Award

Deliverables are due to the DEIA Steering Committee thirty (30) days after the project end date. Payments will be made as reimbursements after completion of the project. Awards may be extended past the 9/17/24 end date if granted by USDA NIFA.

Award information

Recipients of Regional IPM Center grants are held to the [NIFA Agency Specific Terms and Conditions](https://nifa.usda.gov/terms-and-conditions) available at nifa.usda.gov/terms-and-conditions.

Complimentary to the Code of Federal Regulations and the Agency Specific Terms and Conditions, the [NIFA Federal Assistance Policy Guide](https://nifa.usda.gov/policy-guide) also provides direction for recipients of NIFA-funded grants and is available at nifa.usda.gov/policy-guide.

We will host a Zoom meeting on November 7, 2023, at 11 AM ET/10 AM CT to answer questions and provide more information. Sign up here: [DEIA RFA Q&A Registration](https://app.smartsheet.com/b/form/2544ea03110e4d1cb80074350929b654) (<https://app.smartsheet.com/b/form/2544ea03110e4d1cb80074350929b654>).

If you have any questions or would like to discuss your ideas for a mini-grant prior to applying, please contact DEIA Director, Dr. Katie Hartmann: kh4@iastate.edu.