

**FY26 Application for Nursery Research Funding**

## Washington State Department of Agriculture - Nursery License Surcharge

**General Information**

The purpose of this request for proposals (RFP) is to solicit studies and research that will result in improvement and general benefit to the nursery industry in the state of Washington. The revised code of Washington (RCW 15.13.335) states that the WSDA Nursery Advisory Committee will advise and make recommendations to the director in the administration of the Nursery research account. Nursery research funding is collected as a 20% surcharge on annual nursery dealer license fees (RCW 15.13.285). To apply for funding, please complete the attached application.

***\*\*\*Please note that previously funded projects will NOT continue to receive funding unless a new application is submitted each year.\*\*\****

* Information about the Nursery Research Program is available on our website at:   
  <https://agr.wa.gov/departments/plant-health/nursery-plant-seller-installer-licensing/nursery-research>

**Research Priorities**

The current WSDA Nursery Advisory Committee’s priorities follow the rules set in RCW 15.13.260 and are stated below. Proposals submitted should address aspects of the priority list that focus on nursery program needs and should be relevant to current growers and nursery practices, for any segment of the industry.

Priorities include, but are not limited to:

* Development of nursery best management practices for pest/disease exclusion, or adaptation to changing climate conditions;
* Pest & Disease Management in all sectors of the nursery industry, including emerging pest threats and their potential impact;
* Development of improved production practices for an underserved or emerging segment of the nursery industry, including developing organic production standards;
* New cultivar trials conducted within the state and relevant to our changing climate and hardiness zones;
* Research, outreach and education on invasive plant species, best gardening practices, use of virus tested planting stock, encouraging pollinators, or environmental equity;
* Soil health studies and initiatives affecting nursery production or landscapes;
* Educating new garden consumers through WSU horticultural extension programs;
* Development of web content, increasing grower access to relevant horticultural research information;
* Research on mechanization, automation and technology relevant to nursery production;
* Public outreach campaigns that encourage and support the planting of trees.

**Guidelines for Submitting Proposals**

* Research funding is open to principal investigators (PIs) at all Washington State public and private institutions capable of addressing the research and outreach priorities of the WSDA Nursery Advisory Committee.
* *The completeness of the information you provide will have a direct bearing on whether your research request is approved or denied. Letters of support from the affected industry are strongly encouraged*. Proposals should not exceed eight (8) pages, plus support letters. **Letters of support from industry are strongly encouraged.**
* Completed applications will be accepted by WSDA through **January 31, 2025**. You will receive an email confirming receipt of your application. **Applications postmarked or emailed after the January 31, 2025**  **deadline may not be considered for funding, at the discretion of the advisory committee.**
  + Submit your proposal by email to [**sbrooks@agr.wa.gov**](mailto:sbrooks@agr.wa.gov);
  + OR send 10 copies of this proposal to: Scott Brooks, Plant Services Program Manager, P.O. Box 42560, Olympia, WA 98504-2560
* Each proposal received will be evaluated by the WSDA Nursery Advisory Committee and selection will be finalized in March 2025. All applicants will be notified of acceptance or rejection by the end of March 2025. Project funds are available July 1, 2025, the beginning of the State’s fiscal year, and must be spent by June 30, 2026. Project approval is not final until a signed contract/agreement is in place.
* Final reports are required for all completed projects by July 31, 2026. Final payment may not be made until a final report is received. Please submit an e*lectronic copy of the report, for posting to our Nursery Research webpage*. If a no-cost extension is requested, then an additional progress report will be required at the end of the funded fiscal year, June 30.
* Both new and continuing proposals are welcome. Consideration of continuing proposals will be contingent upon receipt of progress reports from investigators funded during the previous year and based on the progress documented in the reports as well as their continuing scientific merit and accomplishments. For consideration of continuing project proposals, a progress report for the previous year must be submitted with the continuing proposal, by January 31, 2025. Please use the progress/final report form at the end of this application, amending the title as appropriate.
* The project leader or his/her designee must be available at the ***project*** phone number listed on the application or available through Microsoft Teams on **March 14, 2025** between the hours of 10:00 AM-12:30 PM. If you are not available to answer committee questions, this may result in not considering your project.
* If your project is funded, you may be requested to present your findings at a public forum as agreed upon by the committee.

***\*\*\*Please note that previously funded projects will NOT continue to receive funding unless a new application is submitted each year.\*\*\****

**Estimated Schedule of Research Proposal & Evaluation Process**

|  |  |
| --- | --- |
| Issue invitation for proposals | November 6, 2025 |
| Written questions accepted through | January 30, 2025 |
| Proposals due: 5:00 pm | January 31, 2025 |
| Evaluate proposals | February – March 14, 2025 |
| Conduct oral interviews with applicants, if required | March 14, 2025 |
| Notify awardees and unsuccessful applicants via email | March 24 – 28, 2025 |
| Provide debriefing by phone or Teams if requested | March 31 – April 4, 2025 |
| Negotiate and issue contract | April – June 27, 2025 |
| Begin research project | July 1, 2025 |



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Please use one application packet, including the Progress Report page for each proposal.

(You must use our format - *failure to do so may result in not funding your project*.)

|  |
| --- |
| Note: Project leader or their designee must be available at project phone number below on  March 14, 2025 between the hours of 10:00 am-12:30 pm |

* Project Title:
* Principal Investigator (PI):
* Institution:
* Mailing Address:

* Email:
* Project Phone Number:       Cellular Number:
* ***(Check One)*** *New Project*  *Continuing*
* Start Date:       Completion Date:
* Amount Requested for **(FY26)** July 1, 2025 to June 30, 2026:
* If this is a multiple year project, please estimate and list the proposed funding amount for each future July 1st - June 30th period listed below, through project completion.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| July 1, 2026 to  June 30, 2027  **(FY27)** | July 1, 2027 to  June 30, 2028  **(FY28)** | July 1, 2028 to  June 30, 2029  **(FY29)** | July 1, 2029 to  June 30, 2030  **(FY30)** | July 1, 2030 to  June 30, 2031  **(FY31)** |
| $ | $ | $ | $ | $ |

* If you are increasing the above amounts since your last application, please explain why:
* Please list all other sources and amounts of funding for this project for the current year only: *(Please notify us by March 7, 2025 if other funding has been approved and from where.)*

|  |  |  |  |
| --- | --- | --- | --- |
| Source | Amount Applied For | Approved | Pending Date of Notification |
|  | $ | $ |  |
|  | $ | $ |  |
|  | $ | $ |  |

* Total amount needed to fund project (include all sources) $
* If total amount from all sources is not granted, will you be able to complete the project?
* Explain:

Submit your proposal to [sbrooks@agr.wa.gov](mailto:sbrooks@agr.wa.gov); or you may mail 10 copies of this proposal to:   
*Scott Brooks, Plant Services Program Manager, P.O. Box 42560, Olympia, WA 98504-2560***ALL applications should be postmarked/received by January 31, 2025.**



**Application for Nursery Research Funding (Continued)**

Objectives: Please briefly outline the objectives of this research *(you may attach additional sheets if necessary or submit this summary in your own format)*

Justification:

Describe the importance of the proposed research. Describe the reasons why the work should be performed by the principal investigator(s). How does this work address the priorities stated in the RFP?

Procedures to Accomplish Objectives:

Discuss the experimental procedure for each objective you propose. Be specific, include plot design, methods used in the experiment, expected results, how the data will be analyzed and interpreted, which statistical analysis will be used, and any setbacks and/or limitations you may anticipate to accomplish the proposed procedures.

Timetable for Project:

Outline a timeline for your project by objectives and expenditures, including initiating major phases of the project and target dates for completion.

Budget (With Expenditure Breakdown):

Prepare a budget in a table format. Please include salaries/benefits, equipment, supplies, travel, etc. Use footnotes to describe in detail your budget request for each category. Be prepared to identify a smaller budget should the availability of funds be short. \* **Note: Funding is not available for general overhead cost.**

Benefits to the Industry:

Prepare a brief statement that describes the potential outlook for success, the impact of accomplishing this project and the relevance to Washington growers and nurseries. Include what segments of the nursery industry will benefit.



**Progress/Final Report on Funded Nursery Projects**

**Washington State Department of Agriculture**

This is year       of a      year proposed project.

Please indicate:  *Progress*  *Final*

Progress Reports: *To be submitted along with continuing application, for all projects funded in FY25 (July 1, 2024 to June 30, 2025), and due annually for duration of the project on January 31. If a no-cost extension is requested, then an additional progress report will be required at the end of the funded fiscal year, June 30.*

Final Reports: *Final report is due by July 31 following completion of the project*.

Please limit length to 6 pages per project, and write for distribution to the general public.

Date:

Project Title:

Term of Project: July 1,       through June 30

Principal Investigator(s):

Collaborator(s):

Project Summary:

Technical Contributions:

Objective(s) and Experiments Conducted to Meet Stated Objective(s):

Major Research Accomplishments and Results (by Objective and including a timeline):

Outside Presentations of Research:

Research Success Statement:

Funds Status:

Other Sources of Funding: