



Request for Full-Proposals From the Florida Chapter of the International Society of Arboriculture Grant Program

Application Instructions for Full-Proposals

Congratulations your Pre-Proposal has been approved to proceed to Full-Proposal. The goal of the Florida Chapter ISA Arboriculture Grant Program is to fund research, educational and promotional materials development, and research symposia relevant to Florida arboriculture and in accordance with the Florida ISA mission statement. Projects should be completed within one to three years. For successful applicants, grant award amounts will vary depending on the adjudged value of the project relative to the needs of the Florida arboricultural profession. Awards range from \$20,000 to \$50,000 annually up to a maximum of \$150,000 project total. Indirect costs shall not exceed 12 percent of the project total budget funded by this Grant Program.

Projects funded through this Grant Program must be scientifically based, provide accurate and unbiased information and address the topic in your Pre-Proposal.

Research projects should include applied research on topics of relevance to Florida arborists. Material deliverables for all projects could include printed matter, web sites, computer/phone apps, books, video, research paper, or proceedings and should enhance Florida arboriculture practices. Applications will be accepted from investigators or contractors from inside and outside the state of Florida.

Proposals **MUST** be submitted on the electronic application form or an exact duplicate. Questions are designed to assist reviewers who may not be totally familiar with all aspects of research in your subject area. It is important to respond to all questions. Since the industry is segmented into commercial, municipal, and utility arboriculture, it would be useful to indicate how your project would impact the appropriate industry segment(s).

Full-proposals must be limited to 5 pages. In preparing the application, be sure that all pertinent information is typed (no smaller than 10 point Helvetica font). Submit in English using our on-line electronic form. **Completed applications must be received (not postmarked) at the address or email address listed below before midnight July 1 of this year.** No FAX or reduced copies of the original will be accepted. Applications received after July 1 of this year will not be considered.

Full-proposals will be evaluated by the Florida Chapter ISA Grant Committee, which is composed of a research scientist, practicing arborists, and other industry experts as may be needed. Recommendations from the Grant Committee on grant awards will be forwarded to the Florida Chapter ISA Board of Directors for final approval.

Full-proposals will be evaluated using the following criteria:

- **POTENTIAL IMPACT OF THE TOPIC**
Does the project address the goals and/or one of the topics listed above? Does this project target our High Priority list? Will this project be useful for the Florida arboricultural industry? Will this project have application to a broader sector than Florida?
- **APPROACH**
Are the proposed methods and existing resources appropriate for successful completion of the project? Is the project feasible and scientifically sound? Is the project creative in its approach to the problem? If technology transfer, is the transfer vehicle/method appropriate for the target audience?
- **PERFORMANCE**
Has the investigator(s) demonstrated necessary qualifications to accomplish the project. Will the project be completed in one to three years? Are the outcomes of the project realistic? How will the information be disseminated?
- **FUNDING**
Are requested funds sufficient to complete the project? Are there additional sources of funding for the project? Is there adequate explanation of how funds will be used? Is there an expectation of funding Indirect (overhead) Costs, and what percentage of Direct Costs is this? Is the potential cost/benefit ratio for this project appropriate?

For those awarded a grant from this program, a contract must be written between the grantee and the Florida Chapter ISA Grant Program which delineates the scope of the project, schedule for progress reports, deliverables, review period, completion date, proprietary rights, phased payment schedule (if any) and total project cost.

The Florida Chapter ISA reserves the right to negotiate proprietary rights for projects on a per grant basis including copyrights, source codes, and/or patents.

NOTE: Proposals MUST be submitted online to Grants@floridaisa.org using the form attached to your invitation email

**Florida Chapter of the International Society of Arboriculture
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