



2024 Request for Proposals for Large-scale Field Trials

I. RFP Timeline:

July 25, 2024 - Announcement of call for proposals

August 26, 2024 - Deadline to submit Proposal; must be received by 5:00 pm Eastern Time

September 24, 2024 - Board approval of proposals

II. Overview: This Request for Proposals (RFP) is offered pursuant to legislative funding provided by the Florida Legislature. It shall be governed by the following budget proviso:

From the funds in Specific Appropriation 1560, \$10,000,000 from the General Revenue Fund and \$5,000,000 from the Agricultural Emergency Eradication Trust Fund shall be transferred to the Citrus Research and Development Foundation Inc., in consultation with the Department of Citrus, to issue a request for proposal to conduct large scale, science-based, field trials that demonstrate the impact of utilizing a combination of management and therapeutic tools for plantings and the rehabilitation of existing trees, including, but not limited to, grove design, planting preparation, pest management, disease management, tree therapeutics, and post planting production practices which promote increased production of citrus. During the initial solicitation period, at least 60 percent of the appropriated funds shall be made available to growers who, for property tax purposes, have citrus groves greater than or equal to five acres, but less than 2,500 acres. After the initial solicitation distribution, remaining funds are available to all growers. A maximum of two percent of funds provided under the request for proposal for largescale, science-based, grower-driven field trials may be used by the entity administering the program for direct operational and staffing costs.

III. Applicants: This RFP is open to credentialed researchers or not-for-profit organizations qualified to conduct large-scale, science-based, grower-driven field trials.

IV. Proposals: In accordance with the above-stated budget proviso, proposals submitted pursuant to this RFP shall address:

1. Large scale, science based, field trials that demonstrate the impact of utilizing a combination of management and therapeutic tools for plantings and the rehabilitation of existing trees, including, but not limited to, grove design, planting preparation, pest management, disease management, tree therapeutics, and post planting production practices which promote increased production of citrus.

During the initial solicitation period, at least 60 percent of the appropriated funds shall be made available to growers who, for property tax purposes, have citrus groves greater than or equal to five acres, but less than 2,500 acres. After the initial solicitation distribution, remaining funds are available to all growers. A maximum of two percent of funds provided under the request for proposal for large-scale, science-based, grower-driven field trials may be used by the entity administering the program for direct operational and staffing costs.

V. General

- A. Compensation of Awardee may include payment for the administration of large-scale field trials which include, but shall not be limited to, disbursement by the Awardee of funds payable to citrus grower participants for trials implemented in accordance with the above-described RFP topics and governing language contained therein. Proposal may include anticipated use of third-party vendors to perform program deliverables and costs associated therewith.
- B. Data collection and data management: To the extent appropriate, data collected will be reported on standardized forms, including annual production costs, so that assessment of costs vs. benefits may be drawn from one field trial to the next. Planting and/or production data will be collected and reported in real time or quarterly, at a minimum, into the U.S. Department of Agriculture-CRAFT data portal.
- C. CRDF and Awardee agree that as more is learned about the therapies and citrus husbandry from the research funded pursuant to this RFP, contracts with participating growers may be amended as reasonable, necessary, and practicable to maximize the knowledge resulting therefrom and to enable growers to modify their projects to keep them current with prevailing best practices.

VI. Deliverables:

- 1. Satisfactory evidence or plans that Awardee's administrative controls and governance are in place to be fiscally accountable and to execute the proposal's program in compliance with State law.
- 2. Have a fair and equitable process and procedure in place to identify participants to execute field trials.
- 3. Have a process and procedure in place to enter into agreements with grower participants to execute field trials.
- 4. Maintain data collection program and collect data as proposed.
- 5. Submit quarterly reports to inform CRDF of the status of the program, including results.

6. Agree that collected data is subject to public records laws and may be analyzed and used to help educate and inform the Florida citrus industry at large.
7. Agree to share annual costs of production data to allow economic analysis of sustainable yield.
8. Have a satisfactory plan for allocating funding in place to comply with this budget proviso: During the initial solicitation period, at least 60 percent of the appropriated funds shall be made available to growers who, for property tax purposes, have citrus groves greater than or equal to five acres, but less than 2,500 acres. After the initial solicitation distribution, remaining funds are available to all growers.

VII. PROPOSAL INSTRUCTIONS

Response to RFP is limited to five pages, exclusive of attachments.

- A. All proposals shall include:
 1. Brief title, principal operators, investigators, and addresses with contact e-mails.
 2. Abstract, which shall not exceed 500 words.
 3. An explanation of whether the proposal anticipates attracting additional funding or synergistic resources for use by the field trial.
 4. An explanation of whether the proposal includes a communication plan to educate growers and share field trial results.
 6. Explain the plan for data collection and data management. Describe what data will be collected, and how and when it will be collected.
 7. Explain prior relevant experience of principal investigators and third-party partners in administering similar or related programs.
- B. Summarize the following information relative to this project:
 1. Describe the element topics which are being addressed.
 2. Summarize the purpose of this proposed project and the approach used to meet the objectives.
 3. What is the practical application of this project?
- C. **Budget:** Submit a proposed budget covering the overall budget, as well as proposed compensation schedules to plan participants.
- D. **Timeline and Milestones:** Provide a timeline for objectives and deliverables, including amounts and estimated payment schedules to program participants.
- E. **Resources:** List how the available resources/facilities are suited to accomplish the project objectives.

Save the .pdf file, naming it with your *LastName.Initial_Proposal.pdf*, i.e., *Jones.J_Proposal.pdf*

Email completed proposals to catp@citrusrdf.org on or before August 26, 2024, 5:00 pm Eastern Time.

All questions should be emailed to catp@citrusrdf.org.

Proposals are reviewed by the CRDF Staff and Committees and may be reviewed by external ad hoc expert reviewers, with recommendations to be considered and approved by the CRDF Board of Directors. Awardees will be notified of approved funding following the September 2024 CRDF Board meeting.

VIII. Full Proposal Layout Details:

Full Proposals should be written in English and submitted as email attachments in Adobe PDF format. Page margins should be one inch on all sides. Use Times New Roman or a similar typeface set to 12-point font and single-line spacing. Proposal narrative must be limited to 5 pages plus 2-page (maximum) CVs for principal investigators describing their expertise. Documents exceeding page limits will not be considered. Letters of support should be appended.

Page numbers should be placed on the lower right-hand corner with the Principal Contact name and the page number (e.g., Jones-2).

Each file submitted as a component of your full proposal should be named with the Principal Investigator name and form identifier (e.g., *Jones proposal*).

When naming files to be included in your Full Proposal submission, avoid using special characters (! @ # \$ % &) in the filename.

Full Proposal packages should be emailed to catp@citrusrdf.org.

Questions may be emailed to catp@citrusrdf.org.