

INSTRUCTION FOR GRANT APPLICANTS

ECBA is soliciting requests for research funding this fall, with award determinations made and dispersed in April 2024 for use in calendar year 2024.

The total amount of the grant(s) to be awarded is \$15,000

THE DEADLINE FOR APPLICATIONS IS March 31, 2024.

The committee will consider requests for support for student projects (undergraduate summer employees/graduate students); for equipment/supplies for distinct research projects; "seed money" to provide investigators the opportunity to collect preliminary data; and "add on" funds to combine with other funding sources to continue present research. We welcome separate discrete project proposals and requests that identify pieces of ongoing research programs where additional funds can accomplish an objective of a larger program. Grant funds may be used for supplies, equipment, salaries, travel, or other appropriate uses by the recipient.

As a not-for-profit organization, ECBA does not pay overhead on funded research grants.

Proposal Submission Criteria

The online [application](#) must be completed by the applicant and is due March 31, 2024. All supporting materials including references and CVs must be provided to the Grant Committee by the due date by emailing grant@essexcountybeekeepers.org the material or a request for a link to upload the material.

1. Proposal should briefly outline the objective and a plan of work, **to be completed by December 31, 2025** and a justification for the proposed work. If intended as "seed money," the proposal should clearly state how the funds will enable the investigator to secure additional funding for project continuation. **Electronic submissions will ONLY be accepted.**

2. Proposal must indicate how results will be disseminated if the grant is funded. An acknowledgment of ECBA support should be included in any presentations or publications resulting from the research.
3. The following information is collected in the online [application](#):
 - a. **Contact Information:** name, address, e-mail, and telephone of investigator(s) and title/affiliation of investigator
 - b. **Specific Aims:** Brief description of the specific aims of the study (2- 3 sentences)
 - c. **Research Plan:** description of research to be carried out in accessible language, abbreviations defined (if used)
 - d. **Methods:** clear, concise description of the methods to be used and the length of time proposed for the research
 - e. **Budget Justification:** Budget for salary, equipment and supplies needed for the proposed research with a brief description for each
 - f. **CV:** NIH format Biosketch (or short 1 page resume) of Principal Investigator and/or key personnel involved in the proposed research
4. Applicants will be notified of the outcome of their proposals in April 2024..

Evaluation of proposals will be made on the following criteria: relevance of the proposed project to beekeeping, scientific merit, appropriate justification of the budget proposal to the actual work to be performed, potential for securing or adding to funding from other sources, and finally, interest of proposed research to ECBA members. Recipients are required to make a presentation to members at an ECBA meeting. All funds must be expended by December 30th, 2024 and an accounting of expenditures made available to the ECBA treasurer by no later than March 31st, 2025

The Committee reserves the right to use the funding for up to two grants.

