

June 27, 2007

**MEMORANDUM**

TO: County Extension Agents

FROM: Doug Johnson, Extension Entomologist, IPM-Coordinator  
Patricia L. Lucas, Extension IPM Specialist

SUBJECT: Call for Support of County IPM Demonstration Programs

The Kentucky IPM program is inviting plans of work for Fiscal Year 2008(10/1/2007 through 9/15/2008) projects. Extension plans will be supported for county programs that demonstrate IPM principles or solve immediate needs in the IPM program or educate the public to the nature of IPM. The numbers and level of program support will depend upon federal funding of the IPM program. **Your request must fit the format of this call.**

Anyone who wishes to submit a Plan of Work should forward it to **Ms. Patty Lucas** at [plucas@uky.edu](mailto:plucas@uky.edu) by **September 28, 2007**. **Electronic copies only will be accepted using the form in the attached file "CountyPOWForm.doc"**. The first author of submitted requests will be notified of funding decisions by October 15, 2007. A completed request for funding (Plan of Work) of a recently funded project is attached to aid you in completing a request. All funded projects are required to submit a final report and a minimum of one success story. A final report template is also attached.

***Before you go to the trouble of preparing a proposal, make sure you read and understand the reporting requirements!!!***

Please consider the following:

This support is from "earmarked" Extension funds for IPM. All University rules for expenditure apply and the grantee is responsible for the correct use of awarded funds. **YOU** are responsible for keeping up with the amount that you spend! Through this grant, you will not actually receive funds but will have the ability to purchase supplies or pay a temporary worker with IPM funds. **Also, if a vendor accepts Master Card, the IPM credit card must be used to make the purchase. Additional information will be sent to those who are awarded funds.**

**The agent requesting the funds must play a key leadership role in the project. Items purchased or the requested funds cannot be passed on to a non-extension group or organization.**

Funding requests should be at the approximate level of \$5,000. However, all requests will be considered and additional funds, if available, may be provided upon illustration of merit.

The national IPM program has identified four objectives around which the program is constructed. These are listed below for your use. **You should construct your proposals and report around how your ideas contribute to these objectives.** I think you will find them general enough so as not to restrict your creativity.

Extra consideration will be given to programs which increase name recognition and understanding of 'IPM' as a concept and a program.

### **National IPM Objectives**

Objectives: Four objectives have been identified for the IPM program. Each objective relates to some critical aspect of IPM strategies and systems. As a group, the four objectives cover both short-term and long-term outcomes.

**Objective 1: To safeguard human health and the environment through improved utilization of integrated pest management (IPM) strategies and systems among identified clientele.**

This objective represents a long term, core objective of IPM in safeguarding human health and the environment through improved utilization of IPM strategies and systems.

e.g. Projects should address water quality, sustainable production and food safety with respect to IPM.

**Objective 2: To increase the range of benefits and opportunities achieved by enterprises and individuals through improved utilization of IPM strategies and systems among identified clientele.**

This objective represents a more immediate, core objective emphasizing the more direct and tangible benefits achieved when utilizing IPM strategies and systems, expressed in terms of greater economic benefits and increased satisfaction among identified clientele.

e.g. increasing yields or reducing costs of production by implementing IPM strategies like rotation, resistant varieties, sampling or reducing the costs of control by substituting one management technique for another, or management that removes the need for inputs.

**Objective 3: To increase the supply and dissemination of information and knowledge about IPM strategies and systems available to IPM staff, land grant faculty, and identified clientele.**

This objective represents an instrumental objective of expanding the supply and improving the dissemination of information and knowledge that enables the core objectives (identified above) to be achieved.

e.g. Improve delivery of IPM programs at the county level; for example, publications, manuals, or new novel tools for teaching IPM techniques etc. Document economic, environmental, or social impacts.

**Objective 4: To enhance multi-party collaborations and the exchange of information between public, private, and non-profit stakeholders in order to foster the development and adoption of IPM strategies and systems among identified clientele.**

This objective represents an instrumental objective of engaging in multi-party collaborations to further increase awareness of IPM strategies and systems, including their leveraging potential and related benefits, to leverage investments that result in more efficient development of new IPM strategies and

systems, and to recognize and reward IPM innovators.

e.g. High priority will go to client-agent-specialist cooperative projects which solve an immediate need, demonstrate or promote the value of IPM. Multi-disciplinary, multi-tactic approaches are encouraged.

**IN YOUR NARRATIVE REPORT YOU WILL BE REQUIRED TO PROVIDE STATEMENTS ILLUSTRATING WHAT YOUR PROJECT HAS DONE TO ADDRESS THESE FOUR OBJECTIVES.**

**OUTLINE FOR PLAN OF WORK FOR CONSIDERATION OF FUNDING  
BY THE KENTUCKY IPM PROGRAM**

**Use the provided form (CountyPOWForm.doc) for submitting by e-mail your Plan of Work. View the example of a funded project(ExampleOfPOW.doc”) that has been provided.**

You will need the following to get started on the submission form:

1. Area of Emphasis and Title
2. Leader(s): (**Note: Do NOT include the name of an individual that has not been contacted and agreed to work on the project**)
3. Departments (counties or areas):
4. Funds Requested: (be specific in each item)
  - Part time labor (no. hours and rate/hour)
  - Supplies
  - Travel
  - Misc.
  - Total
5. Situation statement:
6. Objectives:
7. Descriptions of the project (include expected benefits to IPM program and how you intend to measure them.

*Be sure that all leaders and cooperators are aware of their participation! The more detailed your plan the more consideration it will be given.*

## FINAL REPORT FORMAT FOR KENTUCKY EXTENSION IPM COUNTY GRANTS

- I. A final written report including at least one success story is expected from each county receiving IPM support. The report should contain the following type of information as appropriate to the objectives as stated in the Plan of Work. Reports should be made available in electronic format, preferably Word or ASCII, and must be delivered to the office of the IPM-Specialist on or before **Oct 1, 2008**: (See attached file “CountyFinalReport.doc” for the report template).
1. A short narrative of accomplishments that conforms to your Plan of Work. Savings or profits in dollars, time and pounds of pesticides not used or used more appropriately should be reported. Report positive environmental impacts and learning experiences generated or problems avoided. **YOU MUST INCLUDE A SHORT PARAGRAPH ADDRESSING THE NATIONAL OBJECTIVES ADDRESSED BY YOUR PROJECT. THIS DOES NOT HAVE TO BE LONG AND YOUR RESPONSES WILL BE PUT TOGETHER WITH RESPONSES FROM ALL SUPPORTED PROJECTS. YOU MAY INCLUDE AS MUCH MATERIAL AS YOU LIKE BUT THREE TO FOUR SENTENCES PER OBJECTIVE IS SUFFICIENT.**
  2. Numbers of individuals that have participated in your program and some measure of the retention of IPM concepts past the end of training, e.g. follow up survey.
  3. Provide a list and copies of publications, newsletters, newspaper articles, radio, TV, etc. used in support of the program.
  4. One or more color photos (or slides) that may be used to illustrate our report.
  5. A short Abstract or Executive summary of your report listing the major points for our project. See appendix 5 – Final Report Form.
  6. I would expect this program to be mentioned in your impact (Bullet) statements. You will find a list of the IPM Search words on the following page.
  7. Please indicate the total amount of awarded funds you have spent.

*Your report will be part of the State report submitted to the Federal Granting Agency (USDA). Additionally, it will appear on state and national web sites and be used in publicity and public press releases. May I suggest you make the program look good!!*

Reports are due in the office of the IPM-Specialist, Patty Lucas, on or before **Oct 1, 2008**.

The quality of your report will be included in consideration for all further requests for support.

The following Key words for Integrated Pest Management are suggestions to be used when entering County Impact (bullet) Statements:

IPM

Integrated Pest Management

pest management

insect management

weed management

disease management

crop management

threshold

scouting

sampling

decision making device

management practices

cultural practices

cropping system

If you have questions or need additional information, contact Patty Lucas at [plucas@uky.edu](mailto:plucas@uky.edu), telephone 270/365-7541 extension 218 or Doug Johnson at [doug.johnson@uky.edu](mailto:doug.johnson@uky.edu), telephone 270/365-7541 extension 214.

This letter, the example of a plan of work, a blank plan of work form, the final report form and IPM logos are available on line at the IPM County Agents Resources page at <http://www.uky.edu/Ag/IPM/admin/ipmadmin.htm> .