

BC Wine Grape Council – R&D Committee

Research Funding Guidelines

BCWGC R&D Screening Project Committee Mandate:

1. To improve the efficiency of production and the quality of grapes through the responsible management of water, soil, nutrients and sprays which ensure the long-term productivity and sustainability of our resources.
2. To improve the efficiency of production and the quality of wines through better understanding of wine chemistry and microbiology.
3. To exploit the skills of the scientific community and educational institutions with an interest and ability to assist in grape and wine research through effective collaboration.
4. To transfer research information and technology through a range of publications, workshops and support systems.

Screening Project-Committee Structure:

The R&D Screening Project Committee consists of industry members on the R&D Committee. The BC Wine Grape Council Board of Directors may participate if they wish. The quorum is set to at least 8 members.

BCWGC Research Priority List

- The R&D Committee establishes a priority list each year. The list is shared with industry and researchers via the BC Wine Grape Council Newsletter and the website.
- Research proposals covering topics outside the list but which address the Committee's mandate will also be considered for funding.

Submitting Research Proposals to the Research Council

Process for review:

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| ✓ All letters of intent must be received | – November 1, 2016 |
| Initial response sent to researchers (i.e. request for proposals) | – December 1, 2016 |
| ✓ Full proposal received for review | – January 15 |
| ✓ Final decision to researchers | – February 15 |
| ✓ Funding beginning | – April 1 |
| ✓ At least one interim report is to be sent to the liaison person | – Flexibility will be allowed when necessary. |

- Project ideas should be submitted through a Letter of Intent. Growers or wineries are encouraged to submit project ideas to the R&D Committee for consideration.
- Letters of intent can be submitted any time during the year but no later than **November 1**.
- The R&D Screening Project Committee will review each letter, and notify the proponent if a full proposal needs to be submitted, by **December 1**.
- Full proposals should be sent to the Executive Director Email: info@bcwgc.org by **January 15**.
- A point system will be used only if a large number of proposals are submitted as a possible second screening after the letter of intent is approved.

Multi-year projects

The R&D Screening Project Committee will approve and fund proposals for single or multi-year projects, but multi-year project funding will be **subject to annual review** by the R&D Screening Project Committee.

Budget

Capital assets

- Funding will not be provided for capital expenses where the assets would remain the property of the applicant.
- Capital assets may be purchased by the R&D Committee for conducting specific research however ownership of these assets would remain with the R&D Committee.

In-Kind Contributions

- In-kind contributions should be reflected in the full proposal.

Other Expenses

- Funding will not be provided for travel expenses and registration fees for professional development.

Proposal review

- The R&D Screening Project Committee will rate proposals based on their:
 - ✓ Relevance to the industry
 - ✓ Quality of the research proposed
 - ✓ Possibility for success
 - ✓ Value relative to the funding requested.
- Proposals will receive a higher rating if the cost is shared by other funding agencies. The BCWGC is unable to pay monies in advance that are to be reimbursed by another funding agency.
- The R&D Screening Project Committee may ask researchers to consider changes in procedures, budgets, or time-lines before a project is approved.

Criteria for review:

- ✓ Priority to industry needs
- ✓ Similar projects that may be happening concurrently.
- ✓ Applicability to our mainland British Columbia grape & wine industry
- ✓ Other funding partners.
- ✓ How quickly project results can be implemented within the industry.

Committee decision

- In the event that the R&D Screening Project Committee declines to support a project proposal, the Committee may or may not invite the researcher to resubmit the proposal for revisions.
- The Committee's decision must receive final approval from the Board of Directors.
- The R&D Screening Project Committee will be notified before the researchers of the Board's decision.
- A letter reporting the R&D Screening Project Committee's decision will be sent to the researcher following the review meeting and the Board's final approval.
 - If the project is approved, the letter will clearly outline the terms and conditions required by the Committee for approval, such as the reporting schedule and format, and the amount of funding approved and timeframe of the funding.

The **Researcher must:**

- Sign and return a copy of the letter to the R&D Screening Project Committee to indicate that

- he/she agrees to these conditions
- Respond to the R&D Screening Project Committee in writing if he/she does not agree to these conditions

Project tracking and reporting

- Each approved research project will be assigned to an “industry liaison” who will handle the project file.
- The “**industry liaison**” will:
 - Liaise with the principal researcher, the R&D committee and the BCWGC
 - Receive interim and final reports
 - Track the project milestones
 - Assist in arranging presentations and technology transfer sessions (i.e. field days, conference) with industry
- The **researchers** are expected to:
 - Present interim reports for the committee only
 - Present a final report and forward an abstract for inclusion on the BCWGC website and/or in the newsletter

Project changes

Changes to the project must be approved by the R&D Screening Project Committee prior to their implementation. Proposed changes in the project plan should be communicated to the assigned “industry liaison”.

Communication of Results

Prompt communication of project results to BCWGC members is a primary objective of the R&D Committee. Therefore, researchers will be required:

- To present their interim findings at R&D Committee meetings and interim and final findings at field days, the annual BCWGC Conference and/or through newsletter submissions and the BCWGC website.
- Arrangements will be made through the “industry liaison”.
- A final report must be submitted to the Committee at completion of the project or a portion of the final payment will be retained until the report is submitted.

For multi-year projects:

- An annual report must also be submitted
- In addition to a detailed results section, the report should contain an outline of the project objectives, a summary of recommendations to the industry, and short News Release for possible inclusion on the BCWGC website and/or in the newsletter or for release to the media.

Contact info@bcwgc.org for more information