

AWARD TERMS AND POLICIES - FERTILIZER RESEARCH PROGRAM

(Effective 08/01/24)

PROGRAM INFORMATION:

The Wisconsin Fertilizer Research Program maintains a fund that disburses awards for research conducted through the UW System in the realm of soil management, soil fertility, plant nutrition problems and for research on surface water and groundwater problems which may be related to fertilizer usage; for dissemination of the results of the research; and for other designated activities tending to promote the correct usage of fertilizer materials. The fund is supported by the tonnage fee generated through the sale of fertilizers in the state. For every ton of fertilizer sold in Wisconsin, the fund receives 17 cents for research.

PROJECT PERIODS/BUDGET PERIODS:

Fertilizer Research Program funded projects may be approved for a project period up to three years. However, funding is provided on an annual basis and may change from year to year. Typically, once a project is accepted, the program funds the project for its duration (up to three years of funding), pending yearly satisfactory performance of the stated objectives of the research. Budget periods run from April 1 to March 31. Awards have end dates that will be enforced.

If work tasks remain uncompleted and sufficient budget remains, a no cost extension may be request. See No-Cost Extension guidelines on the website.

FISCAL RESPONSIBILITY:

Fertilizer Research Funds must be spent in accordance with the rules and regulations set forth by the University of Wisconsin and by the State of Wisconsin.

No-cost extensions need to be requested and approved at least 60 days prior to the project end date. Route your written request through your department administrators and campus or college sponsored projects office. Requests will then undergo approval by CALS RSP and WFRC Program Coordinator.

USE OF FUNDS:

The Fertilizer Research Program grants awards to fund specific research. It is the responsibility of the researcher that the award be spent to offset costs associated with the research for which it was assigned. Budget expenditures are expected to generally follow that proposed. However, it is understood that WFRC funds are commonly insufficient to fully fund larger scale projects (and those involving graduate students) and that funding for such projects may be acquired from different sources which may have budget category restrictions. To facilitate the pursuit of additional funding, WFRC funds may be used as cost share and formal rebudgeting approval is not required. Notice of major shifts in WFRC budget allocations should be sent to the to the Fertilizer Research Program Coordinator – Geoff Siemering (gsiemering@wisc.edu).

If re-budgeting is necessary to acquire Equipment not in the original budget, programmatic approval must be requested.

EXPENDITURE CATEGORIES:

Labor: Student and staff salaries may be included in the budget. *Faculty salaries are not allowable.*

Tuition Remission: Award funds may be used for full or partial tuition remission.

Research Travel: Award funds may be used for all domestic travel *directly related to conducting the research proposed*. Travel expense estimates must be included in the annual budget.

Direct charges: Purchasing card and direct charges for services and supplies are allowed. Be sure to indicate item description and cost, and the relevance of the charge to the research project.

Equipment: The Program Coordinator and an appointed designee of CALS must approve capital items. Send requests by email to Geoff Siemering (gsiemering@wisc.edu). Equipment purchases cannot be made in the last year of a project, barring unforeseen malfunction of equipment necessary to conduct research and/or analysis.

Supplies: Supplies and expenses that are directly related to the research are allowed. Please indicate expected costs in your original and annual budget requests. Please use common sense and discretion when purchasing supplies; strive to match or optimize the cost against the utility as it pertains to the funded research project.

Unallowed costs:

Indirect costs: Indirect costs are not allowed.

Conference travel: for students or PIs

Publication open access fees: Open access publication fees CANNOT be charged to WFRC funds. Excess length page charges for certain journals (i.e. Agronomy) may be requested in the final year of the project and, if approved, paid directly by program. The WFRC encourages publication in journals with which the University has existing open access publication agreements. Acknowledgement of the funding for the project must also appear in the published article.

Faculty salary

CONTINUATION OF FUNDING:

Regular projects are funded for up to three years. Some smaller budget projects are funded for four years. Projects are not automatically continued. At the end of each calendar year, a PI or designated project assistant must submit a progress report to the Program Coordinator. Based on progress and satisfactory completion of project objectives, funding is awarded an additional year. A representative of the project must prepare and give a presentation to the Fertilizer Research Council in early January of each year the project is continued (up to three years). This is to support the progress report and help answer any questions the council may have regarding the project. Budget additions for continuing projects are made in April each year.