

Louisiana Crawfish Promotion and Research Board Request for Proposals

Focus

The purpose of the Louisiana Crawfish Promotion and Research Board (LCPRB) is to enhance the Louisiana crawfish industry through promotion and research efforts.

Research projects must be applied in nature and hold the promise of practical outcomes that will benefit the Louisiana crawfish industry. Applicants should clearly demonstrate communication with appropriate representatives within the Louisiana crawfish industry to ensure the practicality of proposed projects. Preference will be given to projects that address the following needs:

- **Accurate estimates of crawfish production numbers**
- **Cold water bait**
- **Reusable bait**
- **Extension of the production season**
- **Automated processor**
- **Mechanical harvesting**
- **Better grade for crawfish wire and/or evaluation for different size wire**
- **Live crawfish shelf life**
- **Sack identification system**

Guidelines for Submitting RFPs

1. The summer quarterly meeting of the LCPRB has been designated as the annual meeting for presentation and discussion of research proposals.
2. LCPRB requests proposals are submitted in writing approximately one (1) month prior to the summer quarterly meeting. Fifteen (15) hard copies of proposals should be supplied to facilitate distribution of proposals to the Board 30 days prior to the summer quarterly meeting. The board also requires electronic submission to Dr. Carrie Castille (ccastille@ldaf.state.la.us) no later than May 6, 2009.
3. Format for writing proposals should be as follows and not exceed 4 pages exclusive of the budget and budget justification (see attached example):
 - a. Title of proposed research project
 - b. Names of investigators along with their unit and institutional affiliation
 - c. Amount of funds requested
 - d. A justification of why the proposed research is important to the Louisiana crawfish industry
 - e. Brief project summary (200-300 words)
 - f. A listing of the project objectives
 - g. A section on the procedures/methods that will be followed to address each of the project objectives
 - h. An itemized budget of how the funds will be expended along with a budget narrative to explain the anticipated expenditures
 - i. The deliverables that will be provided to the LCPRB (interim/final report)
 - j. Project start date and end date

4. Scientists having previously submitted proposals will be asked to discuss the proposed project and answer LCPRB questions at the spring quarterly meeting.
5. Funding decisions will not be made at the summer meeting and announced at either the subsequent summer quarterly meeting or by some other mechanism.
6. Research start dates shall normally be in July or August and unless absolutely necessary, funds for research would only be provided at this time each year. However, if a pressing research need were to arise at another time during the year, the LCPRB has the discretion to address this issue as appropriate.
7. Scientists funded the previous year would be expected to prepare an annual report of progress for submission to the Board and to present this progress or final report to the Board at a future meeting.

**PROJECT PROPOSAL - LOUISIANA CRAWFISH PROMOTION
AND RESEARCH BOARD**

New _____ Continuing _____

TITLE NAME:

CENTERED ON LINE - ALL CAPS

PRINCIPAL INVESTIGATOR: Name:
(ONLY LEAD P.I.) Department/Station where Research being done
Institutional affiliation

Total Funds requested:

Introduction and Justification:

Brief Project Summary (200-300 words)

Objectives:

1. **List each objective.**
- 2.
- 3.

Research Procedures:

Explain----

**LOUISIANA CRAWFISH PROMOTION AND RESEARCH BOARD
Budget Request for 2009**

PROJECT TITLE: _____ **UNDERLINE TITLE**

PRINCIPAL INVESTIGATOR: **List Investigator and Department/Station**

BUDGET ITEM

- 1. PERSONNEL
 - (a.) Research Associates _____
 - (b.) Classified Wages _____
 - (c.) Fringe Benefits @ 34% _____
 - (d.) Transient Wages _____
 - (e.) Fringe Benefits @ 7.65% _____
 - (f.) Student Workers _____
 - (g.) Graduate Assistants _____
- 2. TRAVEL _____
- 3. SUPPLIES _____
- 4. OPERATING SERVICES _____
- 5. OTHER _____
- TOTAL: _____

Budget Justification:

PROGRESS REPORT

TITLE:

CENTERED ON LINE ALL CAPS