

# Basic and Applied Research Grant Guidelines

## Agricultural Products Utilization Commission

### Definition

The North Dakota Agricultural Products Utilization Commission (APUC) is pleased to issue an invitation to apply for a Basic and Applied Research Grant. Applicants should focus research efforts on use and processing of agricultural products and by-products. Eligible candidates for this grant are companies<sup>1</sup> registered with the North Dakota Secretary of State (SOS), groups, and individuals that add value to North Dakota agriculture.

**The application must not be aimed at business expansion or creation without regard to agricultural products utilization, must not include research that cannot reasonably be expected to result in a marketable product, or cannot already have been duplicated by other research efforts.**

### Guidelines

1. Generally, proposals are not limited to a specific dollar amount. However, APUC's grant monies are finite, and as a mechanism to optimize opportunities, some categories of grants may have limitations on allowable costs that may be included in the project budget. Grant requests may include an additional fiscal agent administrative fee up to 5 percent of the amount requested, not to exceed \$5,000 for their services.
2. Generally, grant applicants must commit a minimum match dollar investment of 25 percent of the total amount requested from APUC, exclusive of the fiscal agent administrative fee. In-kind support must not exceed 50 percent of the total match funding.
3. APUC will only fund salaries/fringe benefits requested in Basic and Applied Research Grant proposals for the graduate students of educational agencies who are assisting with the project. Include personnel title and cost breakdown justifying the rate, salary base, fringe benefits, and percent of time that will be devoted to the project for each individual. In addition, please provide a resume, no longer than one page, for the principal applicant and key participants emphasizing job history pertaining to the project.
4. APUC will not fund indirect costs. However, only the Basic and Applied Research Grant will allow an educational agency to apply an indirect cost rate as match to supplement APUC funds. The indirect cost rate may include a prorated amount for overhead or administrative expenses that are not readily identifiable with a specific project.
5. Applicants are only eligible for one grant per project.
6. **Applications will be considered on a quarterly basis with submission deadlines of January 1, April 1, July 1, and October 1.**

**Please thoroughly review the [APUC Grant Guidelines](#) for a complete understanding of all program requirements.**

**The Commission reserves the right to accept, reject, or partially fund any grant application.**

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<sup>1</sup> A Corporate registration number (for in-state owned companies) or a Corporate Certificate of Authority registration number (for out-of-state companies) is provided by the North Dakota Secretary of State (ND SOS). It is required of all companies who are doing business in North Dakota. The Corporate Division of ND SOS can be reached at 701-328-4284 or at 1-800-352-0867, Extension 8-4284.