



Roles and Responsibilities of Administrative Advisors for Multistate Projects

New and Emerging Directors Webinar

September 8, 2021

Multistate Research

Multistate Research Projects

address regional or national

agricultural issues through

multidisciplinary research by

scientists at land-grant universities

and Agricultural Experiment

*Stations in **more than one state***

CONTROLLING PLANT-PARASITIC NEMATODES

Plant-parasitic nematodes are microscopic worms that feed on plants. They cause millions of dollars in yield losses each year and are becoming more problematic. Many nematode species are able to adapt to and overcome specific control strategies.

Scientists from 15+ land-grant universities are working together to enhance integrated nematode management. Researchers are advancing tools to identify nematodes, elucidating the interactions between plants and nematodes, and improving control strategies, including nematicides, resistant crop varieties, biocontrol agents, and farming practices. Controlling plant-parasitic nematodes in a safe, effective way is key to sustaining production of food, fuel, and fiber crops.

Benefit of the multistate approach:

- With few scientists working in the discipline, collaboration helps facilitate timely, productive research on nematodes.
- Working on a multistate team, researchers can learn from each other and address overlapping issues across the region.
- Diverse expertise allows the team to tackle a variety of crops and nematode species.

S1066: Development of sustainable crop production practices for integrated management of plant-pathogenic nematodes was funded in part by the Multistate Research Fund through USDA-NIFA and by grants to participating institutions: University of Arkansas, Arkansas Cooperative Extension, Auburn University, Clemson University, University of Florida, University of Georgia, University of Illinois, Louisiana State University, Louisiana Cooperative Extension, University of Minnesota, Mississippi State University, University of Missouri, North Carolina State University, Oklahoma State University, University of Tennessee, Texas A&M University, Virginia Polytechnic Institute and State University.

Learn more: bit.ly/S1066



Photo by Travis Faske, University of Arkansas



1862

MORRILL ACT

Allows public lands to be used to establish “land grant Colleges” to teach Agriculture

1887

HATCH ACT

Establishes Agricultural Experiment Stations associated with the LGU(s) in each state

1946

RESEARCH & MARKETING ACT

Establishes multistate research by setting aside 25% of Hatch funds for regional research

SAAESD established to assist with planning and management of regional research activities

1998

AGRICULTURAL RESEARCH, EXTENSION, & EDUCATION REFORM ACT

Establishes the Multistate Research Fund, peer review, and integrated research and extension activities



Administrative Advisor

- SAAESD ED Office - *manages the multistate portfolio*
- Multistate Research Committee (MRC) - *reviews & approves projects*
- Administrative Advisor - *provides guidance for the multistate activity*
- Technical committee officers - *provide leadership for the multistate activity*
- NIFA representative – *provides direct linkage to relevant NIFA programs*

AA fundamental responsibilities:

1. Assure that the activity is effectively carrying out its functions
2. Evaluate the level of effort and quality of the multistate activity
3. Assure reports are submitted and meaningful

Administrative Advisor Role



*The principal role of the Administrative Advisor is to **facilitate the multistate activity** to make it possible for the technical committee to function easily and to assure that their **administrative needs and responsibilities** are met*

Provide administrative leadership...participants provide scientific leadership

Tools: National Information Management & Support System (NIMSS)

- NIMSS User Manual: <https://www.ncra-saes.org/nimss-manual>
- Guidelines for Multistate Research Activities: <https://saesd.org/>





AA Appointments

SAAESD appoints its members or department heads as AAs to multistate activities:

- Southern Development Committees (SDC-xxx)
- Southern 500 Series – Rapid Response Research Activity (S-5xx)
- Multistate Research Projects (S-xxx) (member only AAs)
- Southern Coordinating Committees (SCC-xxx)
- Southern Extension & Research Activities (SERA-xxx) (Research & Extension AAs)
- Southern Advisory Committees (SAC-xxx)

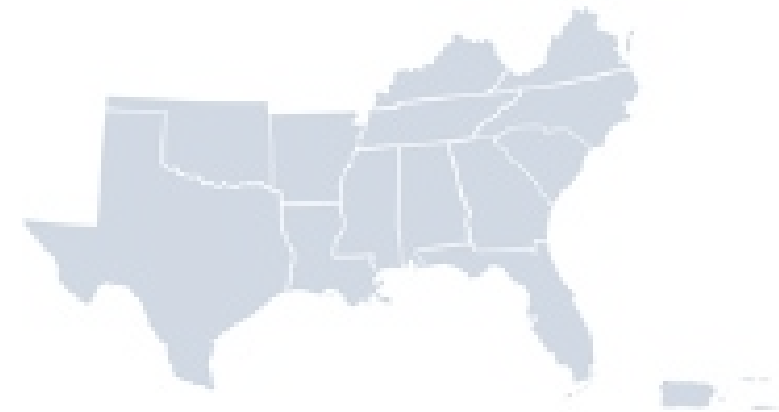
Short-term Multistate Projects – 2 years

Southern 500 Series (S-5xx)

- 2-year **Rapid Response Research Activity** (emergency issues only)
- Mechanism to respond to acute crises, emergencies, and opportunities
- Activities: formal organized research to informal research coordination or information exchange
- Expected outcomes that convey knowledge
- Peer reviewed

Southern Development Committee (SDC-xxx)

- Purpose: developing a Multistate Research Project
- Expected outcome - full proposal for a Multistate Research Project
- Peer reviewed



Long-term Multistate Projects – 5 years

Southern Multistate Research Project (S-xxx)

- Integrated, potentially interdisciplinary, and multistate activities
- Expected outcomes: original research results & convey knowledge
- peer reviewed

Southern Coordinating Committee (SCC-xxx)

- Address critical regional issues...multistate coordination or information exchange
- Expected outcomes: convey knowledge
- peer reviewed


Southern Extension and Research Activity (SERA-xxx)

- Integrate education (academic and/or extension) and research on a topic
- Multistate coordination or information exchange
- Expected outcomes: convey knowledge
- peer reviewed

 S-1039 (2008-2012)

Managing
Soybean Insect
Pests



 SCC-81 (2012-2017)

Sustainable
Sheep & Goat
Production



 SERA-006 (2007-2012)

Nutrient
Analyses





Southern Advisory Committees (SACs)

Disciplinary department heads/chairs

- Identify new research needs and opportunities
- Evaluate the Southern Multistate Research Portfolio
- Review requests for new and continuing activities
- Peer Review Multistate Project Proposals
- Perform Mid-Term Reviews of Multistate Research Projects

AA - provide the linkage between the SAC, MRC, and SAAESD

SAC-1	Crops & Soils
SAC-2	Animal Sciences
SAC-3	Human Sciences Research Administration
SAC-4	Food Science & Technology
SAC-6	Horticulture
SAC-7	Agricultural Economics and Rural Sociology
SAC-11	Plant Pathology
SAC-12	Entomology
SAC-13	Forestry
SAC-16	Agricultural Engineering



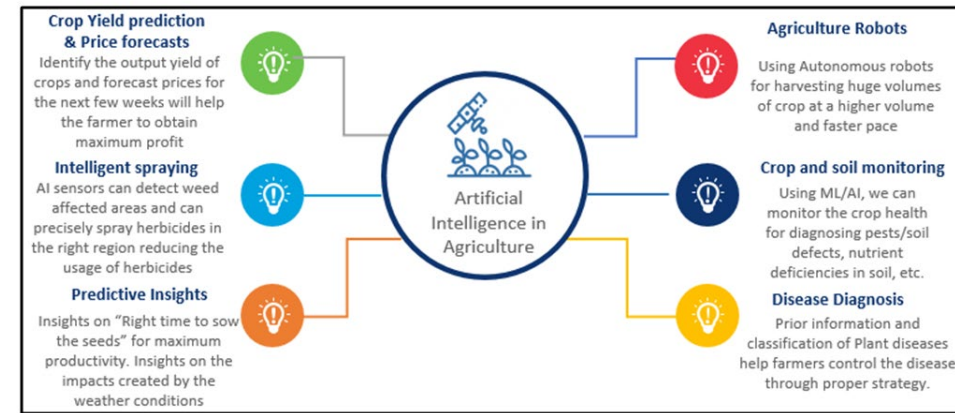
AA Duties:

- 1. **Project Initiation**
- 2. **Management**
- 3. **Meetings**
- 4. **SAES-422 Reports**
- 5. **Engagement**
- 6. **Leadership**
- 7. **Mid-term Review**
- 8. **Project Continuation or Termination**



AA Duties: Project Initiation

- Develop the group and establish leadership
- Define the objectives
- Establish writing team
- Submission deadlines and reviews
 - MRC deadlines
 - Upload “issues and justification” in NIMSS as “request to write”
 - Suggest peer reviewers
 - Convey review responses to writing team and upload revised proposal to NIMSS
 - Contact SAAESD ED Office to request NIFA representative



AA Duties: Management



- Ensure effective project leadership (technical committee officers)
 - ✓ chair - chair-elect - secretary
- Update multistate program changes
- Encourage broad participation
 - ✓ scientific expertise...Extension...multiple states...different regions
- Consult with project leaders to achieve goals and meet deadlines
- Request editor access in NIMSS to upload proposals and reports

AA Duties: Meetings



- Authorize the annual meeting in NIMSS...officially notifies members
 - Assist project leaders with the meeting agenda
 - Ensure SAES activity reports are submitted
 - Ensure meeting minutes are recorded
 - Determine date and location of next annual meeting
- Ensure the SAES-422 annual report is uploaded to NIMSS 60 days after the meeting

AA Duties: SAES-422 Annual Accomplishment Report

Work with the leadership or the technical committee to:

- Demonstrate interdependence in annual report
- Focus on the objectives
- Write an appropriate impact section
- Confirm the annual report is uploaded in NIMSS
- Review the annual report
 - ✓ Clear, concise, usable and achieving objectives

How Can a Committee Help Plant Breeders?



The Plant Breeding Coordinating Committee provides leadership on public plant breeding issues and opportunities.



The committee identifies

- research priorities
- program needs
- emerging threats

Federal agencies use this information to develop policies, grants, and programs.



In 2008, the committee established the National Association of Plant Breeders (NAPB), the first organization dedicated to plant breeders.

The NAPB enhances communication and collaboration among private and public plant breeders working with different plants.



The committee evaluates education needs and training for plant breeders to build greater capacity for plant breeding in generations to come.



The committee has set best practices for student internships in the plant breeding industry.

Internships can increase private-public collaboration and provide practical skills for future plant breeders.



Highly trained and motivated plant breeders with access to robust plant breeding infrastructure and the latest technology will help promote food security, healthy populations, competitive agriculture, and environmental health.

AA Duties: Engagement



- Acquaint new members...history and current activities – NIMSS notification
- Review member participation
 - ✓ Not participating - contact SAES director or SAAESD ED Office
- Review member extramural funding related to objectives
- Review publications related to objectives
- Encourage dissemination of research results to appropriate stakeholders

AA Duties: Leadership



- Advocate on behalf of the project
 - ✓ ESS Excellence in Multistate Research Award
 - ✓ Multistate Research Fund Impacts Program
<https://www.multistateresearchimpacts.org/>
- Engage similar multistate projects to expand collaboration
- Encourage multidisciplinary participation – Extension, 1890s, 1994s



AA Duties: Mid-term Review

- Mid-term review of project at year 3
- 2 annual reports by mid-term
- Process initiated by SAAESD office
 - ✓ Appendix I form assigned to AA
 - ✓ SACs review Appendix I and annual reports
 - ✓ MRC reviews all materials
- Inactive projects can be terminated prior to expiration date

APPENDIX I	
Midterm Review of Multistate Research Projects	
Activity Number:	
Title:	
Administrative Advisor:	
Proposed Termination Date:	
Progress Report:	
Excellent	Comments:
Good	
Fair	
Unacceptable	
Linkages:	
Excellent	Comments:
Good	
Fair	
Unacceptable	
Funding:	
Excellent	Comments:
Good	
Fair	
Unacceptable	
Information and Technology Transfer:	
Excellent	Comments:
Good	
Fair	
Unacceptable	
Recommendation:	
<input type="checkbox"/>	Approve/continue.
<input type="checkbox"/>	Approve/continue with revision (provide specific recommendations).
<input type="checkbox"/>	Disapprove/terminate at termination time (provide specific reasons).



AA Duties: Project Continuation or Termination

Project Continuation:

- Begin discussions in year 3 – mid-term review
- Start writing the new project (renewal) no later ~12 months before termination
- Upload the “Issues and Justification” in NIMSS September year before termination --- “Request to Write” to MRC

Project Termination:

- Submit final SAES-422 termination report within 6 months of termination
- Summarize accomplishments and achievements
- Results, outcomes, impacts, and stakeholder benefits



Multistate Research Fund
IMPACTS

