

**SOUTHERN REGION SARE  
ADMINISTRATIVE COUNCIL MEETING  
July 20–21, 2016  
Doubletree by Hilton  
Raleigh, NC**

The Administrative Council meeting was convened at 3:19 P.M. on Wednesday, July 20, 2016, by Chairman Doug Constance. Members present were: Doug Constance, Annie Donoghue, Scott Edwards, Jim Ewing, Sandi Kronick, Kim Kroll, Patrick Lillard, Ray McKinnie, Martha Mewbourne, Saied Mostaghimi, Carey Robertson, Brennan Washington, and Ron Young. AC Members not in attendance were: Adell Brown, Jr., Ana Garcia, Jimmy Henning, Nancy Roe, and Pauline Thiessen.

Staff present was: Toni DeWitt, Jeff Jordan, John Mayne, Lee Meyer, Candace Pollock, David Redhage, Jami Sealey, and Sandra Young.

On Tuesday, July 19<sup>th</sup>, several members of the AC, staff, and State Ag Coordinators attended the Southern Cover Crop Conference presentations and field demonstrations followed by a tour of CEFS.

After the welcome and introduction, Doug Constance requested approval of the February 2016 Administrative Council meeting minutes. Motion made by Saied Mostaghimi to approve the February 2016 AC meeting minutes as presented; seconded by Annie Donoghue; vote was unanimous; motion passed.

Jeff Jordan presented the Southern Region SARE updates to the AC. Jeff announced Brennan Washington would be stepping down from the AC and has accepted the position as the S-SARE Limited Resource Farmer / Minority Outreach Program Coordinator at Fort Valley State University. Jeff gave an update on the book scholarship at FVSU in honor of James Harrison Hill, Sr.; \$4,500 has been raised which will provide a yearly \$500 book scholarship for the next 8-9 years.

There was an open discussion on the SARE/NSAC Stakeholder involvement. Comments from the listening session were included in the notebook behind tab 3 (pages 34-39). Some of the issues that came out of this session that the Southern Region could explore are ways to streamline or speedup the process and timeline between the RFA and the award; consider streamlining the pre-proposal process for R&E and PDP; and, adding a new track to the PDP Program directly for farmer

education. As a result of this discussion, David and the PDP sub-committee will come up with a model for adding the farmer education track to the PDP preproposal to present at the winter AC meeting.

The AC Committee roster was passed around for AC members to add or change their committee participation.

Kim Kroll presented the National SARE Report to the AC. Topics discussed were the budget, the Host Institution competition, updating regional handbooks, outreach staffing, the National Ag Library, and the SARE 30<sup>th</sup> Anniversary Conference. The full report was included in the AC notebook behind tab 3 (pages 42-43).

Updates from Agency Representatives were presented.

Meeting adjourned at 5:05 P.M for the day, to reconvene at 8:30 A.M., Thursday, July 21, 2016.

Chairman Doug Constance reconvened the AC meeting at 8:27 A.M., Thursday, July 21, 2016. Committee reports were presented as follows:

Limited Resource Farmers / Minority Outreach Committee, Brennan Washington, Chair

The Committee tabled discussion on outreach efforts until the February AC meeting.

The Committee discussed the process for awarding financial assistance and plan to develop a formal process to be submitted to the AC at the winter meeting.

The Committee received three funding requests. Brennan presented the requests as follows:

The Mississippi Sustainable Agriculture Network submitted a two-part request for funding. The first request is for \$3,150 in support for identifying and bringing thirty farmers to the Mississippi Food Summit on scholarship as well as providing lodging assistance for the full two days of the conference to be held in November 2016. The recommendation of the Committee is to approve this request. The second request was for scholarship support in the amount of \$13,508.73 for travel scholarships to the SSAWG Conference to be held in January 2017. The

Committee recommends not approving the request for travel scholarships to the SSAWG Conference because support for this is available through the State Ag. Coordinators contingent on David releasing expiring funds. Motion made by Brennan Washington to approve the request for \$3,150 in scholarship support for the Mississippi Food Summit and decline to provide the funds at this time for the SSAWG conference with the caveat that if funds become available we will work with this group; seconded by Patrick Lillard; vote was unanimous; motion passed. AC member Jim Ewing abstained from the voting process.

The Georgia Farmers Market Association requests support in the amount of \$11,250 to provide scholarships to 50 producers and market managers to attend their symposium in December 2016. This extensive training will cover many topics including selling at farmers markets, rules and regulations regarding operating a market, food safety, market certification and continuing education for producers and market managers. Fifty percent of the scholarships will be directed to farmers of color and the scholarships will also provide ongoing support for attendees after the conference is over. The Committee recommends approving this support. Motion made by Brennan Washington to approve funding support in the amount of \$11,250 to the Georgia Farmers Market Association to provide 50 travel scholarships to farmers and producers to attend their symposium in December 2016; seconded by Sandi Kronick; vote was unanimous; motion passed.

Tuskegee University requests support in the amount of \$35,000 for farmer registration and travel and \$58,000 in conference support for the conference facility, meals, meeting rooms, speakers and equipment rental for the 2017 National Goat Conference to be held February 16-18, 2017. The Committee recommends approving the \$35,000 travel scholarship request for producers and opening the floor for full AC discussion on the larger sponsorship request. Motion made by Brennan Washington to approve funding support in the amount of \$35,000 for travel scholarships to the 2017 National Goat Conference hosted at Tuskegee University and table the decision on the conference sponsorship until we get metrics on how the S-SARE funds were spent at the last conference; seconded by Jim Ewing; followed by discussion. AC member Ray McKinnie abstained from the voting process. Following discussion, vote was unanimous; motion passed.

Jeff encouraged AC members to join the LRF/MO Committee.

Evaluation Committee, Martha Mewbourne, Chair

The Evaluation sub-committee meeting was cancelled for the summer meeting.

Jeff discussed the survey completed online by PI's after they submitted an R&E pre-proposal. A copy of the Applicant Feedback Information was provided in the notebook behind tab 5 (pages 46 and 47). The feedback was generally favorable. We are still working on the format of how this information is reported.

Communications Committee, Jim Ewing, Chair

Members of the Committee plan to travel to Mississippi, Oklahoma, and possibly Arkansas in September/October to meet with State Coordinators and Administrators to encourage collaborations and bring awareness about the SARE Program and the process for applying for grants. This effort is focused on states with low proposal numbers.

Work is still being done on the statistics report on our website-based Google analytics. The Committee will report on this at February meeting.

Updates from SARE Outreach, including the report to the regions, and Web Analytics was included in the AC notebook behind tab 6 (pages 49-53).

Operations/Nominating Committee, Saied Mostaghimi, Chair

The Committee received three applications online in the S-SARE AC Membership Application System by the July 15, 2016 deadline for the three vacant Producer slots. The Committee recommends applicant John Patrick from Foggy Hollow Farm to fill one of the vacant Producer slots. The Committee also recommends past applicant Russell Bean from Bean Consultants, and to release another Call to fill the third vacant seat. Motion made by Saied Mostaghimi to appoint John Patrick to serve on the AC as a Producer representative; seconded by Sandi Kronick; vote was unanimous; motion passed. Motion made by Saied Mostaghimi to appoint Russell Bean to serve on the AC as a Producer representative; seconded by Carey Robertson; vote was unanimous; motion passed.

A Call for a NGO representative will go out to replace Brennan Washington. Following discussion, the AC approved for the Committee to present a recommendation to the Executive Committee rather than wait until the February meeting.

Motion made by Saied Mostaghimi to appoint Martha Mewbourne as Chair of the Project Review Committee; seconded by Brennan Washington; Martha accepted the nomination; vote was unanimous, motion passed.

Motion made by Saied Mostaghimi to reappoint Producer member, Carey Robertson and NGO representative, Jim Ewing to serve another term on the AC; seconded by Annie Donoghue; vote was unanimous; motion passed.

After review of the current AC compensation policy, the Committee recommends increasing compensation for producers/self-employed and NGO's from \$200 per day to \$250 per day for time spent at AC meetings (including travel time). Motion made by Doug Constance to increase compensation as presented above; seconded by Saied Mostaghimi; vote was unanimous; motion passed. The increased rate will become effective immediately.

The Chair position of the Evaluation and LRF/MO Committees is vacant. The EC will work to fill those positions.

#### Producer Grant / On-Farm Research Grant Committee, Nancy Roe, Chair

John Mayne presented the 2017 Producer Grant and 2017 On-Farm Research Grant Call for Proposals to be released on September 01, 2016. There were no changes to the Producer Grant CFP. There was one change in the On-Farm Research Grant CFP. This change is on page 6 in the Call under "How Your Proposal Will Be Reviewed", 4<sup>th</sup> line, language "(about 40)" was added to the sentence "Those proposals that pass that stage (about 40) will be reviewed by a technical review committee made up of farmers, agriculture and natural resources extension personnel and agricultural researchers." Motion made by Ron Young to approve the 2017 Producer Grant and 2017 On-Farm Research Grant Call for Proposals as presented; seconded by Martha Mewbourne; vote was unanimous; motion passed.

#### Professional Development Program Committee, Ray McKinnie, Chair

The PDP competitive grant program received 20 pre-proposal submissions for 2017. The pre-proposals were sent to the technical review committee and the AC-PDP subcommittee for review. Thirteen were selected for full proposal development. These are: PP17-01, PP17-03, PP17-06, PP17-07, PP17-14, PP17-15, PP17-16, PP17-19, PP17-17, PP17-09, PP17-20, PP17-11, and PP17-04. Of these thirteen pre-proposals there are 8-1862 Institutions, 4-NGO's, and 1-Other. There were no submissions from 1890 Institutions. Motion made by Ray

McKinnie to accept these thirteen pre-proposals to develop full proposals; seconded by Brennan Washington; followed by discussion; vote was unanimous, motion passed.

The Committee presented the 2017 PDP Call for Full Proposals. Toni has some minor formatting changes that were brought before the Committee (clarification on consistency in the language and table of contents). There are no changes to the content of the Call. Motion made by Ray McKinnie to approve the 2017 PDP Call for Full Proposals as presented with minor changes by Toni; seconded by Martha Mewbourne; vote was unanimous, motion passed.

Following yesterday's discussion on adding the education component for farmer training, the Committee tabled the approval of the 2018 PDP Call for Pre-Proposals until the February AC meeting.

A report on 2016-2017 MSP/SPW/MSA State funding was included in the notebook behind tab 9 (page 115). We have received revised proposals from Kentucky State University, University of Florida, and Florida A&M University. They have been submitted for contract development.

The 2017-2018 Calls for MSP/SPW/MSA will be released November 2016. Two recommendations came out of the AC PDP Committee meeting. One is that we combine the Model State Program-Training and the Model State Program – Program Assistant Calls into one Call. The second recommendation is to consider increasing payment to the Model State Assistant to \$30,000 plus IDC. Motion made by Ray McKinnie to combine the Model State Program - Training and Model State Program – Program Assistant into one Call that contains both items; seconded by Kim Kroll; followed by discussion; vote was unanimous; motion passed. Motion made by Ray McKinnie to increase the pay rate for Model State Program Assistants to \$30,000 plus IDC; seconded by Brennan Washington; nay vote by Patrick Lillard; followed by discussion; motion passed.

David presented an update on the Cover Crops Conference. Lee attended a cover crops council organizational meeting on Tuesday afternoon. About 50 people were in attendance. Out of that meeting, a representative from each state is going to move forward to organize a Cover Crop Council meeting. Julia Gaskin at Georgia has volunteered to host the meeting. The Council is requesting \$10,000 to \$20,000 in S-SARE end of year PDP funds to support this effort. Part of that would also be to develop a website to attach to the current S-SARE website. These funds would cover travel costs for people participating in that meeting to be held in December

2016 or January of 2017. The funding process would be to create an invitation for them to submit a targeted proposal that S-SARE PDP would evaluate and decide whether to fund or not. Due to the time frame, the decision would have to be made by the EC. Motion made by Jim Ewing to request a proposal from the cover crops project leadership for up to \$20,000 to be evaluated by the AC PDP sub-committee and then presented to the EC for approval for funding; seconded by Brennan Washington; vote was unanimous; motion passed.

David requested approval from the AC to release travel scholarship funding for SSAWG and other Sustainable Ag conferences in the Southern region. PDP has approximately \$140,000 in expiring funds to support these efforts. Motion made by Ray McKinnie to allow PDP to use expiring funds to support farmer and Ag educated travel to SSAWG and other Sustainable Ag related conferences in Southern Region; seconded by Saied Mostaghimi; vote was unanimous; motion passed.

Project Review Committee, Ron Young, Chair

Ron Young presented the 2017 Graduate Student Grant Call for Proposals. The Committee recommends the following two minor changes: the first change is on page 6 in the Call under “Proposal Review”, 2<sup>nd</sup> line, language “(around 40)” was added to the sentence “Those proposals that pass this stage (around 40) will receive technical reviews”; the second change is on page 7 in the Call, under “Publications and Final Report” the second paragraph was added stating “Organic Agriculture. If you are submitting a proposal on organic agriculture, consider consulting the National Organic Standards Board research priorities.” Motion made by Ron Young to approve the 2017 Graduate Student Grant Call for Proposals with the two changes outlined above; seconded by Carey Robertson; vote was unanimous, motion passed.

Sixty-six Graduate Student Grant proposals were received by the May 06, 2016 deadline. The proposals were reviewed by a Technical Advisory Committee. The proposals were then discussed and reviewed by the Project Review Committee of the AC informed by the results of the technical review. The Committee recommends thirteen proposals totaling \$128,290 for funding. They are:

|         |         |         |         |         |         |
|---------|---------|---------|---------|---------|---------|
| FP16-24 | FP16-26 | FP16-32 | FP16-35 | FP16-36 | FP16-39 |
| FP16-49 | FP16-52 | FP16-60 | FP16-63 | FP16-64 | FP16-07 |
| FP16-09 |         |         |         |         |         |

Motion made by Ron Young to accept these thirteen Graduate Student proposals recommended for funding; seconded by Saied Mostaghimi; followed by discussion; vote was unanimous; motion passed.

Sixty-five R&E Pre-proposals were received by the June 03, 2016 deadline. The pre-proposals were reviewed by full Administrative Council. The pre-proposals were then reviewed by the Project Review Committee of the AC informed by the results of the full AC review.

The following is a breakdown of the 65 pre-proposals by Priority Area:

Emerging Area: 09  
Environmentally Sound Practices/Ag Ecosystems – 34  
Limited Resource Farmers – 06  
Marketing/Economic Development – 07  
Organic Farming Systems – 06  
Policy, Program Evaluation, Quality of Life – 01  
Women in Sustainable Agriculture - 02

Each pre-proposal was reviewed and voted on by 4 members of the AC. The Committee recommends the following 20 pre-proposals to be invited to submit a full proposal:

PP17-006   PP17-007   PP17-023   PP17-024   PP17-025   PP17-028  
PP17-029   PP17-030   PP17-033   PP17-056   PP17-061   PP17-062  
PP17-067   PP17-019   PP17-045   PP17-047   PP17-052   PP17-055  
PP17-066   PP17-059

The following is a breakdown of these 20 pre-proposals by Institution Type:

1862 – 13      1890 – 03      Other College/Univ. - 02      Other - 02

Motion made by Ron Young to accept these twenty pre-proposals to submit full proposals; seconded by Patrick Lillard; vote was unanimous; motion passed.

Ron Young presented the 2017 Research and Education Grant Full Proposal Guidelines. The Committee recommends adding one sentence to the tip sheet that farmers should be meaningfully engaged. Motion made by Ron Young to approve the 2017 R&E Grant Full Proposal Guidelines as presented with the addition of the one sentence that says “the strongest proposals clearly demonstrate that the project will be relevant to producers providing practical answers to their questions. The



best way to accomplish this goal is to involve farmers, growers, and other end-users in the planning, design and implementation of the project”; seconded by Carey Robertson; vote was unanimous, motion passed.

Jeff Jordan presented the 2016 James Harrison Hill, Sr. Young Scholar Enhancement Grant awards. At the April 20, 2016 Executive Committee meeting, the EC voted to fund the four James Harrison Hill, Sr. Young Scholar Enhancement Grant proposals that were received by the April 1, 2016 deadline. The YSE student posters will be on display at the February 2017 AC meeting. The award table was included in the AC notebook behind tab 10 (page 157).

The Committee will continue to evaluate the results of the three SCI grant projects and continue the discussion on the future of the SCI grant at the February 2017 AC meeting.

#### Other Business

On behalf of the AC, Doug Constance presented Ron Young with a plaque for his service on the AC as a Producer Representative. The AC and staff wish him well on his retirement.

The S-SARE Administrative Council winter meeting will be held February 22-23, 2017 in Atlanta, GA:

Tuesday, February 21 - PDP Committee meeting, 1:00 – 5:00 P.M.

Wednesday, February 22 – Full day of committee meetings with the AC meeting beginning at 3:00 P.M.

Thursday, February 23 – AC meeting 8:00 AM – Noon.

No further business was brought forth and the meeting adjourned at 11:25 A.M.

Respectfully submitted,

Sandra Young  
Administrative Associate II  
Southern Region SARE