

June 10, 2020



**BEET SUGAR  
DEVELOPMENT  
FOUNDATION**

**Project Proposals – FY 2021 - 2022**

The Board of Directors of the Beet Sugar Development Foundation will hold their Annual Budget Meeting on November 2<sup>th</sup> and 3<sup>rd</sup>, 2020. It is at this meeting that we review and tentatively approve the budget for FY 2020-2021.

It is important for us to have adequate time to accept and review your project submissions. Attached is the project proposal form which you should use to submit each project whether it be an existing project or a new project. Every proposal will be reviewed by the Scientific Review Committee which consist of scientists working within their respecting member companies and eventually by the Project Review Committee made up of members of our Board.

The Scientific Review members are expected to do a more in-depth review of each proposal submitted and they may contact you for more information. These members then submit their recommendations to the Project Review Committee for a further review and eventually these recommendations are presented to the full Board of Beet Sugar Development Foundation. The following criteria will be utilized in the review process:

- How critical is the work to our industry?
- How well versed is the author with what has already been done?
- Are the author's credentials a good fit for the proposed work?
- Is proper scientific method and experimental design being used?
- Is there a realistic time line?
- Is the budget realistic?
- Does the proposal compliment other work in the same area?

Please be sure to number all pages of your proposal so that it can be easily referenced during the review.

The **deadline** for submitting any proposal is Friday, August 7, 2020. Submission forms should be emailed to [Aimee@bsdf-assbt.org](mailto:Aimee@bsdf-assbt.org). Please duplicate this form as necessary and submit **one** form per project. Feel free to distribute this form to anyone who might have a reasonable proposal of research which might be of benefit to our sugar beet industry. There is a link on our website that will provide this letter and both the USDA and non-USDA Proposal forms: [www.bsdf-assbt.org/resources](http://www.bsdf-assbt.org/resources)

If you have any questions concerning this format and procedure, give me a call.

Sincerely,

A handwritten signature in black ink that reads "Paul Pfenninger". The signature is fluid and cursive, with the first name being more prominent.

Paul Pfenninger  
Executive Vice President  
989.225.6719