

Utah Agricultural Experiment Station Equipment Grant Program 2026

Background and Purpose

The Utah Agricultural Experiment Station (UAES) requests proposals for capital equipment grants to be submitted to the UAES no later than 5:00 p.m. on **Friday, January 23, 2026**. Capital equipment is equipment that costs more than \$5,000. Requests should be for equipment that would make a significant contribution to the advancement of the UAES priority areas that would otherwise be impossible without the requested equipment.

This program requires a *1:1 match* from non-UAES funding. Unfortunately, the Office of Research (OR) has paused FY2026 funding for the Capital Equipment Grant Program. Consequently, researchers may need to identify alternative funding sources to meet the minimum 1:1 match.

If a UAES equipment grant proposal is selected for funding but fails to receive additional funding, the UAES funds will be released to the general UAES equipment pool unless the faculty member can identify an alternative source of matching funds. Equipment should be purchased before the end of FY2026 (i.e., June 30, 2026).

Eligibility Criteria

All applications must meet the following eligibility criteria:

- The applicant must have a UAES appointment with an active UAES project and must indicate their UAES project number(s) on the cover page.
- The applicant must be current with all UAES reports.
- Applicants may reapply for UAES equipment grants each year.

Application

Formatting: Times New Roman, 12-point font, with one-inch margins on all sides. Figures and tables may use a reasonably smaller font size, but generally no less than a 10-point font.

Submission: Proposals are due no later than 5:00 p.m. on **Friday, January 23, 2025**, without exceptions. Submit your applications electronically at <https://qanr.usu.edu/uaes/internal-resources/uaes-grant-support> as a single PDF document assembled in the following order:

1. Cover page (PDF form)

- a. Complete the provided cover page form.
- b. The cover page must be signed by both the applicant and their department head.

2. Narrative (1-2 pages)

- a. Describe the equipment to be purchased and provide justification for why it is needed and how it will enhance the research mission of the UAES. Shipping costs may be included in the requested amount.
- b. Provide justification for the cost of the equipment. Provide information on:
 - i. The estimated frequency of the equipment's use.
 - ii. Accessibility of the equipment for other researchers.
 - iii. Describe who other potential users of the equipment would be and their units.
- c. Briefly describe a management plan for housing, operating, and maintaining the equipment and who will be responsible for equipment management.

- d. Describe a cost-sharing plan that indicates the source(s) and amount(s) of cost-sharing funds (potential sources include discretionary faculty research funds, departments, colleges, etc.). A minimum 1:1 match from non-UAES funds is expected.
- e. Describe the anticipated research impact of the equipment (eligibility for grants, published research, etc.).

3. Appendix

- a. Provide quotes for the purchase of equipment and/or equipment brochures.

Evaluation Criteria

Proposals will be reviewed by the Director and Associate Director of the Utah Agricultural Experiment Station according to the following criteria:

- The degree to which the proposed equipment will significantly enhance the ability of the UAES to perform cutting-edge research.
- The appropriateness and justification of the budget request.
- The adequacy of the management plan in housing, maintaining, and operating the equipment.
- The adequacy of the cost sharing plan. Preference will be given to proposals in which the faculty member(s) demonstrate a financial commitment towards the purchase of the equipment.
- The potential research impact of the equipment.

Questions

For any questions regarding the UAES Equipment Grant Program or how to submit a proposal, please contact Cody Bills, QANR Proposal Specialist (email: cody.bills@usu.edu; phone: 435-757-1929).