

HTRC Project No.: _____
Block no.: _____

Date Submitted: _____

HORTICULTURE TEACHING AND RESEARCH CENTER
2011 Information for Plant and Cooler Needs
(Please print, type, or write clearly)

1. **Project Title**

2. **Project Status:** Beginning Date: Expected End Date:

3. **Study Personnel** Primary Investigator:

Name: Department:

E-mail Address: Phone #:

Other Personnel:

4. **Project Percentages- This information must be completed!** (Totals should add up to 100%)

What % of your project relates to *Undergraduate Teaching*?

If used for undergraduate teaching, please list the corresponding course number(s):

What % of your project relates to *Research*?

What % of your project relates to *Extension* work?

5. **Is this project supported by GREEN?** Yes No

6. **Please give a short description of your project.**

7. **Additional Comments:**

The faculty voted on January 6, 2005 to implement a farm service fee on research projects at the HTRC. Federal regulations require the department to charge actual costs to projects, which means a rate cannot be guaranteed before the season begins. We will try to keep expenses on projects in the following ranges. For low use projects, \$0-\$1,300; medium use projects \$1,301-\$3,000; and high use projects \$3,001-\$5,000. Please use these figures to budget an appropriate amount of funding toward your project fees. No project will be charged more than \$5,000. For an outline of services provided by farm staff, please review our document titled Farm Service Standard Operating Procedures. This document can be obtained at the farm or on the HTRC website. <http://www.hrt.msu.edu/htrc/index.html>

Central Notification Meetings: May 10, 2011 and June 14, 2011

Meetings begin at 10:00 am both dates and last approximately 1 ½ to 2 hours. Many farm safety policies are reviewed, with an emphasis on pesticide application and posting procedures.

Crop yield, irrigation, and any plot maintenance information needs to be provided to the farm manager no later than Jan. 18, 2012 for all projects.

Bill Chase, Farm Manager

Date

Primary Investigator

Date