



## XXX State Department of Agriculture

Division of Agriculture  
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### MEMORANDUM


**TO:** Trista Etzig; Project Manager, Specialty Crop Block Grant Program

**FROM:** Tom Jones; Manager, Marketing and Development Branch


**DATE:** July 15, 2014

**RE:** Request to Extend AMS Agreement 12-25-B-ABCD 


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We would like to extend AMS Agreement 12-25-B-ABCD, which is scheduled to expire on September 29, 2014, by 1 year. This would change the expiration date to September 29, 2015, the most amount of time we can request (3 years in length). Please see the detail below that describes the reason and extent of the changes to the project: 


#### JUSTIFICATION:

This additional time is only needed to complete one project in this grant agreement, *The Rural Areas Specialty Crop Season Extension Project*. The adverse weather and personnel changes mentioned in the 2<sup>nd</sup> Annual Performance Report substantially delayed the completion of this project. There are not any changes to the scope or the budget of this project. Additionally, the Expected Measureable Outcomes mentioned in the project's proposal are still achievable; however, the project's staff stated that they need additional time to complete the project's tasks and fulfill its outcomes. 

#### PROGRESS TO DATE:

Six high tunnels were constructed at the agricultural extension station. Three were reconstructed after the storms that came through this previous winter. Vegetables were planted in the three high tunnels that were not damaged by the storms; while they were transplanted into the three reconstructed high tunnels in May for trialing. Different cover crops were planted in each high tunnel site to smother the weeds. The project staff continues to gather data on the effects of the cover crops and high tunnels to extend the season of the different vegetables. Information on the vegetables trial has been conveyed to growers in the presentations and grower tours of the high tunnels. 

#### ESTIMATED REMAINING FUNDS:

The project was awarded \$150,000 and has spent \$95,000 to date. The project's staff stated that they would be able to spend the remaining funds by September 29, 2015. We have 

provided a revised project Work Plan (below) that describes when each project task will be completed and how the project staff will monitor the completion of the Expected Measureable Outcomes.

**REVISED TIMETABLE:** 

<b>What</b>	<b>Who</b>	<b>When</b>
High tunnel installation (6) and planting of vegetables.	Project investigator, Co-Project investigator, undergraduate students	Complete
<b>NEW</b> - Reinstallation of high tunnels (3)	Project investigator, Co-Project investigator, undergraduate students	Complete
Data collection of the planting/transplanting.	Graduate student	April-May 2013,-2014, <b>2015</b>
Grower tours of the high tunnels.	Project investigator, Co-Project investigator, undergraduate students	Summer 2013, 2014, <b>2015</b>
Routine maintenance through summer and fall. Project investigator, Co-Project investigator, undergraduate students	Summer 2013, 2014, <b>2015</b>	
On-going data collection vegetable plant growth.	Graduate student	April-May 2013,-2014, <b>2015</b>
Grower field day.	Project Investigator, Co-Project Investigator	June 2015
Harvest and data collection of vegetables.	Graduate student	April-May 2013,-2014, <b>2015</b>
Publish results in extension articles and reports	Project Investigator	August 2015

If you have any questions concerning this requested amendment, please feel free to contact me. If necessary, I will be more than happy to discuss and ratify this request to ensure that it meets the requirements of the Specialty Crop Block Grant Program.

Sincerely,

X

*Tom Jones*



Tom Jones  
Manager