

Pest Detection/CAPS Infrastructure Work Plan - Fiscal Year 2024

Cooperator:	The Connecticut Agricultural Experiment Station	
State:	Connecticut	
Project:	Infrastructure	
Project funding source:	Pest Detection/CAPS	
Total Agreement Amount:	\$43,120	
Start Date:	May 1, 2024	
End Date:	April 30, 2025	
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This Work Plan reflects a cooperative relationship between the Connecticut Agricultural Experiment Station (the Cooperator) and the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Plant Protection and Quarantine (PPQ). It outlines the mission-related goals, objectives, and anticipated accomplishments as well as the approach for supporting the following surveys (Tree Nursery Pest Survey) and the related roles and responsibilities of the parties [e.g., APHIS role(s) and Cooperator role(s)] as negotiated.

I) OBJECTIVES AND NEED FOR ASSISTANCE

What relevant need or problem within the cooperator's mission area requires a solution in carrying out a public purpose of support or stimulation authorized by a law of the United States? How does the need or problem align with the mission area and strategic goals of APHIS?

Connecticut needs to protect its commercial, agricultural, and natural environment from exotic insects, weeds and diseases that may come in from other countries through various routes. The purpose of this project is to build the infrastructure of the Connecticut CAPS program and enhance communication and networking among targeted stakeholders to support detection and response efforts for exotic pests. The ultimate goal of this work plan is to further the Homeland Security Initiative by protecting our nation's and Connecticut's food production and natural resources from exotic pests.

The health of Connecticut's agricultural and horticultural industries, as well as the environment, depends on keeping pests, both exotic and native, under control. According to

the 2017 study by UConn that used Agricultural Census data, the CT agricultural industry generates approximately 21,000 jobs in the state. Top production by total sales as of 2015 include nursery, greenhouse, floriculture and sod (42%), milk from cows (13%), poultry/eggs (15%), fruit farming (7%), tobacco (6%) and vegetable and melon farming (8%). According to the CT Nursery and Landscape Association, the nursery and greenhouse industry grosses more than \$800 million annually.

Introductions of exotic pests and the ensuing control efforts that must be undertaken for their control may negatively impact nurseries, agricultural crops, pastures, and forests, resulting in severe economic losses for the state. Subsequent environmental losses from exotic species could also result in reduction in air, soil, and water quality, reduced open space, and endangers native wildlife.

II) RESULTS OR BENEFITS EXPECTED

The Cooperator seeks to conduct a program which is expected to result in:

- A single point of contact, the State Survey Coordinator (SSC), to coordinate and ensure that the CAPS program objectives are met.
- Analysis, selection, and coordination of the most appropriate and effective pest surveys for the state’s agricultural and natural resources.
- Screen and respond to pest inquiries from agriculture stakeholders, the nursery industry, and concerned residents, and act appropriately on pest emergencies.
- Improved outreach about pests of concern and the CAPS program goals to citizens, foresters, the green industry, farmers and producers, commerce, state agencies, integrated management personnel, cooperative extension specialists and other stakeholders.
- Efficient and effective response to pest emergencies from agriculture stakeholders, the nursery industry and concerned residents.
- Accurate and timely survey data collection and reporting into an approved USDA database.

III) APPROACH

What is the plan of action or approach to the work?

A. The Cooperator Will:

1. By function, what work is to be accomplished?

a. Activities:

1. *Pest Detection/CAPS Survey Work:*

- Develop workplans and budgets and complete all reporting requirements as stated in the agreements keeping the SPRO and SPHD updated on any changes as they occur.
- Manage resources and personnel necessary to complete the CAPS survey goals.
- Develop data collection methods and train personnel on them prior to survey.

2. *Other APHIS or State Survey Work:*

- SSC will maintain contact with cooperators, growers' groups, and industry and landowner associations, forwarding relevant pest information and invitations to participate in upcoming CAPS/PPA surveys.
- SSC will respond to pest inquiries from the public and industry partners, tracking how they heard of the program, what they called about, method of the report, date of report, and outcome.
- SSC will assist in responses to trace forwards and CAPS-related pest inquiries.
- SSC will screen and respond to questions and requests for pest information from the NAPIS database.
- SSC will attend relevant growers' meetings and conferences, in order to educate/update groups on the CAPS program and mission, as well as current surveys and pests of concern.
- SSC will create a spreadsheet of cooperators and stakeholders including information about their role in CAPS or other pest response activities.

3. *Committee Service:*

- SSC will maintain a CAPS Committee that meets twice a year to discuss the CAPS goals and to keep partners and stakeholders engaged in the CAPS program.
- SSC will invite new members to participate in the CAPS committee meetings and disseminate the CAPS meeting minutes to partners and stakeholders who are unable to attend.

b. *Outreach and Education:*

1. *Interviews (TV/Radio/Newspaper/Magazines):*

- SPRO and/or SSC will provide information to media outlets as requested.

2. *Outreach materials (Pamphlets/ brochures/ posters):*

- SSC will obtain or create fact sheets about the 2024 survey pests to give to cooperators. SSC will mail survey information packets and pest fact sheets to growers participating in pest surveys.
- SSC will update CAPS program and pest information posters for display at grower meetings.
- Throughout the year, SSC will provide CAES webmaster with updates to the CAES CAPS website, including pest information, fact sheets, work plans, committee meeting minutes and reports.
- SSC will work on enhancing web presence of CAPS website.

3. *Publications:*

- SSC will produce and/or update relevant fact sheets for pests targeted in the 2024 CAPS and PPA surveys.

4. *Public Service Announcements (PSA):*

- CAES will produce press releases regarding any new state pest detections.
- c. Meetings:
1. *Conference calls:*
 - SSC will join in on bi-monthly regional CAPS SSC conference calls.
 2. *Conferences:*
 - SSC will attend the Eastern plant board/CAPS meeting as funding allows.
 - SSC and other CAES personnel will present information about CAPS at industry professional meetings such as the CT Tree Protective Association and the CT Nursery and Landscape Association as able and invited.
 3. *Webinars*
 - SSC will attend relevant NAPIS webinars as available.
- d. Training:
- SSC will train other Connecticut CAPS personnel in database use and data entry as needed
 - SSC will train summer workers in trapping, sorting, and survey functions during trapping season.
 - SSC will attend relevant NAPIS training as available.
- e. Other:
- SSC will respond to cooperative extension, university, and other state cooperator requests for information about CAPS pests of concern and coordinate their submissions for identification, when necessary.

2. What is the quantitative projection of accomplishments to be achieved?

- a. *By activity or function, what are the anticipated accomplishments by month, quarter, or other specified intervals?*
- Infrastructure activities are year-round and responded to as needed. May - April.
- b. *What criteria will be used to evaluate the project? What are the anticipated results and successes?*
- Pest detection survey, outreach and other infrastructure project activities will be completed in the time frame outlined in this work plan.
 - All data collected from the pest detection surveys will be entered into the PPQ approved database (NAPIS, IPHIS) in the time frames outlined in this work plan.
 - A semi-annual report will be submitted in December of 2024, and an annual report will be submitted in August of 2025.
 - Excel spreadsheets of cooperators and pest responses are submitted with biannual reports.

3. What numbers and types of personnel will be needed and what will they be doing?

- Dr. Victoria L. Smith, SPRO will provide informational support and state guidance. Dr. Smith has immediate oversight of the CAPS program.
- Dana Crandall, CAES, will serve as SSC. She will perform the duties outlined in section III) A.

4. What equipment will be needed to perform the work?

- What equipment will be provided by the cooperator?*
Cooperator will provide large format printers and state vehicle.
- What equipment will be requested from APHIS on loan?*
None
- What equipment will be purchased in whole or in part with APHIS funds?*
None
- How will the equipment be used?*
Printers will be used for producing outreach materials; state vehicle will be used to conduct survey and for travel to meetings and outreach events.
- What is the proposed method of disposition of the equipment upon termination of the agreement/project?*
N/A

5. Identify information technology equipment, e.g., computers, and their ancillary components.

- IT equipment currently used by SSC:
 - Laptop – purchased with APHIS funds from previous agreement
 - LCD Projector– purchased with APHIS funds from previous agreement
 - GPS Unit – purchased with APHIS funds from previous agreement
- IT equipment currently used by all personnel:
 - CAES network computers, access to Internet via CAES computer network.

6. What supplies will be needed to perform the work?

- What supplies will be provided by the Cooperator?*
Office supplies, printing supplies, and/or printed outreach materials.
- What supplies will be requested from APHIS (list supplies)?*
N/A
- What supplies will be purchased in whole or in part with APHIS funds?*
N/A
- How will the supplies be used?*
Supplies will be used to produce work plans, reports, and to produce and distribute outreach materials.
- What is the proposed method of disposition of the supplies with a cumulative value over \$5,000 upon termination of the agreement/project?*

N/A

7. What procurements will be made in support of the funded project and what is the method of procurement (e.g., lease, purchase)?

The state system of purchasing from contracted vendors will be used.

8. What are the travel needs for the project?

- a. Is there any local travel to daily work sites? Who is the approving official? What are the methods of payment?*

Local travel to meetings and outreach events will be approved by the Experiment Station Director (Dr. Jason White) and Mr. Michael Last. Cooperator will provide a vehicle for local travel as state allows. State will cover operational costs.

- b. What extended or overnight travel will be performed (number of trips, their purpose, and approximate dates)?*

SSC will drive to the regional Plant Board/CAPS meeting (if done in person) using state provided vehicle. Dr. Jason White and Mr. Michael Last will approve overnight travel.

9. Reports:

All reports will be completed in ezFedGrants. Reports include:

- a. Narrative Accomplishment Reports in the frequency and timeframe specified on the Agreement Award Face Sheet.
- b. Federal Financial Reports, SF-425 in the frequency and timeframe specified on the Agreement Award Face Sheet.

10. Are there any other contributing parties who will be working on the project?

- a. If so, list other participating institutions/agencies who will work on the project:*
The University of Connecticut (UConn) and Connecticut Department of Energy and Environmental Protection (DEEP).

- b. Describe the nature of their effort:*

Information sharing regarding CAPS pests, CAPS survey and other plant pest issues. Member participation in statewide CAPS committee meetings and outreach activities.

C. APHIS Will:

1. Outline the Agency's (USDA APHIS PPQ) substantial involvement.

- a. Include any significant Agency collaboration and participation.*

- Providing any new information that becomes available on pests of concern, appropriate forms, and review data.
- Providing the following resources: funds to the Cooperator to cover costs outlined in the financial plan; specific appropriated funding in

the level authorized by APHIS Field Operations will be dedicated to the delivery of CAPS objectives listed above.

- Making arrangements for taxonomic support in confirming identification of suspect exotic pests.
- Producing maps of the survey activities with the location data (latitude and longitude) provided by the Cooperator, if Cooperator does not have the necessary software or resources to produce maps.
- Providing preprinted outreach materials when available.

b. *Project oversight and performance management*

The following personnel:

- The State Plant Health Director, USDA APHIS, will provide informational support, review performance and federal guidance.
- Pest Survey Specialist, USDA APHIS will assist in developing CAPS pest survey protocols, pest risk analysis, survey apps training, work plan and budget development and other related activities.

c. *APHIS will provide the equipment requested by the cooperator in 4.b. & c.*

d. *APHIS will provide the supplies requested by the cooperator in 6.b. & c.*

IV) DATA COLLECTION AND MAINTENANCE

Each State is responsible for entering complete, accurate, and timely pest survey data that was obtained using the [Approved Methods for Pest Surveillance](#). The [National Agricultural Pest Information System](#) (NAPIS) is the final repository for all Pest Detection and Cooperative Agricultural Pest Survey (CAPS) survey results. As such, all data generated from all Pest Detection/CAPS surveys will be entered into NAPIS at <https://napis.ceris.purdue.edu>

- First record for the State and/or County will be entered within **48 hours** of confirmation of identification by a qualified identifier.
- All other required records, both positive and negative survey data, must be entered **within two weeks** of confirmation.
- All records are to be entered into the NAPIS database no later than the date that the final Accomplishment Report is due, otherwise a justification must be provided in the Accomplishment Report. If results have not been returned from an identifier or diagnostic lab by the time the Accomplishment Report is due, please also notify the National Operations Manager for Pest Detection.

V) SIGNATURES

ROAR

Date

ADODR

Date

FY2024 Financial Plan

COOPERATOR NAME

The Connecticut Agricultural Experiment Station

TIME PERIOD

May 01, 2024 to April 30, 2025

Item	APHIS	Cooperator	Total
<i>Personnel</i>			
State Survey Coordinator: 670 hrs @ \$28.45/hr	\$19,062	\$0.00	\$18,408
State Plant Regulatory Official: 70 hrs @ \$73.19/hr	\$0.00	\$5,123	\$5,123
Subtotal	\$19,062	\$5,123	\$23,531
<i>Fringe Benefits</i>			
89.22% of salary of permanent employees	\$17,007	\$4,571	\$20,995
Subtotal	\$17,007	\$4,571	\$20,995
<i>Travel</i>			
Travel by SSC to CAPS meeting	\$64	\$0.00	\$1,637
Subtotal	\$64	\$0.00	\$1,637
<i>Equipment</i>			
Subtotal	\$0.00	\$0.00	\$0.00
<i>Supplies</i>			
Outreach and survey supplies	\$100	\$354	\$354
Subtotal	\$100	\$354	\$354
<i>Contractual</i>			
Subtotal	\$0.00	\$0.00	\$0.00
<i>Other</i>			
Subtotal	\$0.00	\$0.00	\$0.00
Total Direct Costs	\$36,233	\$10,048	\$46,517
Indirect Costs: 36.130% of Personnel	\$6,887	\$0	\$6,651
Total	\$43,120	\$10,048	\$53,168
Cost Share Information	81.10%	18.90%	100.00%

