

Proposal Components

LO: identify the components and formatting to meet requirements of a proposal or preproposal in response to an RFP

Preproposals vs Proposals

Preproposals: initial document (2 – 4 pages) outlining a project. All logic, objectives, and logistics need to be included, in a much shorter format (level of detail).

Need to 'sell' the project idea, demonstrate scientific merit and 'doability'

Proposals: full project narratives (10 – 15 pages) detailing the rationale, objectives, and methodology of the same project. May or may not respond to comments by preproposal reviews.

Preproposals

WSG Sections:

1. Investigator Resume (specified format, 1 or 2 pages)
2. Project Summary
 - title, start and end dates, theme
3. Project Narrative (4 pages max, references not counted)
 - how project addresses program themes
 - summary of project including methods
 - expected outcomes and potential benefits
 - outreach plan
4. Budget
 - worksheet for each year and total (template provided)
5. Suggested reviewers
 - Contact information for 3 or 4 suitable reviewers (no conflict of interest)

Proposals

WSG 2015

Project Summary

Complete the following:

- Project start and completion dates
- Project title
- Project use of vertebrate animals or human subjects
- List of related projects
- Keywords
- Sea Grant classification
- Objectives (*2000 character limit with spaces*) – Clearly state the short-term and long-term objectives of the proposed work related to WSG goals and strategies. Incorporate both the scientific and societal purposes of the project in these objectives.
- Methodology (*2000 character limit with spaces*) – Succinctly describe the methods and approach to be used in accomplishing the objectives.
- Rationale (*2000 character limit with spaces*) – Concisely state the problem or opportunity addressed. Indicate why the project is important, appropriate for WSG support and why the proposed approach is necessary. Identify the expected outcomes of the project and potential project users.

Project Narrative (20 page max)

Problem addressed

Rationale and present status

Approach

Expected results

Engagement plan

Dissemination of results

References

WSG Proposal Specifics

1. Investigator Records and Resume (specified format, 1 or 2 pages)
2. Project Summary
3. Project Narrative (20 pages max)
4. Budget
5. Budget Justification
6. Current and Pending Support
7. Time Schedule (Gantt Chart)
8. Support Letters
9. NOAA Data Sharing Plan (6,000 character limit)
10. National Environmental Policy Act (NEPA) Questionnaire (26 page form)

NPRB 2017 Proposal Sections

The research proposal package includes the following sections:

1. Title & Period
2. Abstract (300 words)
3. Contacts (Applicant, Investigators [CV upload], Grants Managers, Suggested Reviewers)
4. Descriptors
5. Background (1,000 words)
6. Objectives (60 characters each)
7. Design & Approach (4,000 words)
8. Figures, Tables & Equations (optional upload)
9. Management or Ecosystem Implication
10. Community & Stakeholder Involvement (300 words)
11. Links to prior NPRB projects (300 words)
12. Project Management
13. Timeline & Milestones (template)
14. Budget (Overview, Budget Detail [template], Multiple Organization Summary [template], NICRA [upload])
15. Supplemental Documents (optional upload, Letters of Support, MOUs, Permits, Quotes)
16. Review Criteria
17. References
18. Upload Summary
19. Outreach
20. Signatures (template)
21. Review & Submit

WSG Proposal Evaluation Scoring

Criteria	Weighting		Description
	Preliminary Proposal	Full Proposal	
Project Contribution	40%	25%	Importance, relevance and applicability of proposed project to WSG goals; application to problems or opportunities with societal relevance; and contribution to student and postdoctoral support, workforce development and partnerships at all levels.
Technical and Scientific Merit	20%	35%	The degree to which the activity advances scientific or educational goals and whether the approach is technically sound and innovative; uses appropriate methods; includes clearly stated measurable objectives and mechanisms to evaluate success; and achieves anticipated results in the time proposed.
Engagement Plan	15%	15%	Effective plan for ensuring that targeted groups learn about and benefit from project outcomes through outreach, communications and education activities. The degree to which WSG outreach staff and potential users of the results have been and will be included in project planning and implementation.
Qualification of Applicants	10%	10%	Whether the applicants possess the necessary education, experience, training, facilities and administrative resources to accomplish the project, with consideration to career stage and past performance.
Project Costs	15%	15%	Budget costs are realistic and commensurate with the project needs and timeframe, reasonable given the availability of program funds, and effectively leverage other resources to achieve project objectives.

NPRB 2002 – 2014 Funding Allocation

13 RFPs: 350 projects \$57.8 million (average \$165,143)

Table 1. NPRB Annual Research Program Funding Allocation (awarded in 2002-2014)

<u>Categories of Research</u>	<u>Total Funding</u>	<u>Percent Allocation</u>
Lower Trophic Level Productivity	\$8,876,170	15%
Fishes and Invertebrates	\$24,715,534	43%
Fish Habitat	\$4,977,629	9%
Marine Mammals	\$9,250,930	16%
Seabirds	\$5,465,702	9%
Humans	\$2,670,930	5%
Other Prominent Issues	\$1,875,238	3%
<u>Geographic Area</u>		
Gulf of Alaska	\$21,320,839	37%
Bering Sea/Aleutian Islands	\$31,390,000	54%
Arctic Ocean	\$5,121,293	9%

2017 Allocation of Funds

CATEGORY	2017
Oceanography and Lower Trophic Level Productivity	\$500,000
Fishes and Invertebrates	\$1,100,000
Seabirds	\$100,000
Marine Mammals	\$800,000
Human Dimensions	\$500,000
Other Prominent Issues	\$100,000
Community Involvement	\$150,000
Cooperative Research with Industry	\$300,000
Technology Development	\$300,000
Data Rescue	\$100,000
Focus Section	\$600,000
TOTAL	\$4,550,000

Evolving Perspectives

2015

New to the 2015 RFP is a topic section under the broader “Human Dimensions” sub-category, intended to support and integrate social science methods and approaches to support broader understanding of natural and socio-ecological systems and the implications of management and policy on human systems. The purpose of the expanded sub-category is to support social science research across a broad range of subject areas and disciplines, using quantitative and qualitative methodologies. While social science methods are formally requested within this topic, they are also welcome in response to other applicable research topics. Also included within the “Human Dimensions” sub-category are topics that have appeared in past RFPs related to 1) human interactions with marine systems, and 2) the collection, synthesis and application of local and traditional knowledge (LTK).

2017

This category was specifically designed to advance the role of social sciences, citizen science and/or local or traditional knowledge in the analysis of interactions between humans, resource management and the marine environment. In proposals engaging communities, industry, local and/or traditional knowledge, written statements of interest or formal collaboration from Tribal governments, local communities or stakeholders are required at the time of proposal submission for any study collecting new data.

Gantt Chart

ALFA Environmental Gantt Chart		Year I												Year II												Year III												St Mn	End Mn	St Q	End Q
Task	MS	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D				
6.1 Development																																									
Design & Construct Passive Receiver Array	6.1.1	x	x	x	x	x	x																															1	6	1	2
Design Active Acoustic Survey	6.1.2	x	x	x	x	x	x																																		
6.2 Evaluate Utilization																																									
Deploy passive receiver Array & test targets	6.2.1							x	x	x	x																											7	10	3	4
Initial Active Survey	6.2.2							x	x																													7	8	3	3
Recover passive receiver array	6.2.3										x	x																										10	11	4	4
Deploy bottom active acoustic package & passive receiver array	6.2.4																	x	x	x	x	x	x															17	22	5	8
Active acoustic-trawl survey	6.2.5																		x	x																		18	19	6	7
Recover passive receiver array & SeaSpider	6.2.6																							x														23	23	8	8
6.3 Technological Comparison																																									
Acoustic data analysis	6.3.1																																					24	29	8	10
Complete comparison	6.3.2																																					30	36	10	12

3 Year DOE sponsored Marine Renewable Energy Project

Example Budget

UW-OSU Combined Budget				
	Year I	Year II	Year III	Total
	2015	2016	2017	
01 Salaries and Wages				
	8,097	8,421	11,677	28,195
	6,966	10,867	7,534	25,367
	5,512	5,677	5,848	17,037
	5,700	5,871	6,047	17,618
Total	\$26,275	\$30,836	\$31,106	\$88,217
03 Other Contractual Services				
R/V Centennial		34,200		34,200
R/V Elakha for array configuration	5,640			5,640
R/V Elakha for fishing efforts		3,760	1,880	5,640
R/V Elakha for array deploy/turn-around/retrieval		5,640	4,700	10,340
OSU Publication costs			400	400
APL Sea Spider Config	1,530			1,530
Total	\$7,170	\$43,600	\$6,980	\$57,750
04 Travel				
Domestic				
OSU field	180	88	66	334
OSU conference			3,000	3,000
Acoustic (truck, hotel, food)	1,050			1,050
Full acoustic-net (truck, hotel, food)		1,624		1,624
Acoustic (truck, hotel, food)			1,200	1,200
UW conference			3,000	3,000
Total	\$1,230	\$1,712	\$7,266	\$10,208
05 Supplies and Materials				
Tagging Supplies	10,500	8,000	6,000	24,500
Total	\$10,500	\$8,000	\$6,000	\$24,500
06 Capital Equipment (>2k)				
Konsberg 70 kHz WBAT	37,400	0	26,000	63,400
Total	\$37,400	\$0	\$26,000	\$63,400
07 Retirement and Benefits				
				1,838
				1,912
				2,651
				6,400
				1,930
				3,010
				2,087
				7,027
				2,701
				2,782
				2,865
				8,348
				3,705
				3,816
				3,931
				11,452
Total				\$10,173
				\$11,520
				\$11,534
				\$33,227
08 Grants and Subsidies				
Student	0	0	0	0
Total	\$0	\$0	\$0	\$0
Total Direct Costs				
UW	58,811	60,034	54,149	172,993
OSU	33,938	35,634	34,737	104,309
Total	\$92,748	\$95,668	\$88,886	\$277,302
25 Total Indirect Costs				
UW Indirect	11,669	14,079	15,341	41,089
OSU Indirect	15,611	16,392	15,979	47,982
Total	\$27,280	\$30,471	\$31,320	\$89,071
Total Costs	\$120,029	\$126,139	\$120,206	\$366,374