

Delaware Sea Grant College Program



Full Proposal Guidelines:

Funding Period:

1 February 2012 through 31 January 2014 (2 years)

Proposal Due Date:

29 April 2011

5:00pm

To view this document and supporting materials online, visit www.deseagrant.org/RFP.

Competition for Delaware Sea Grant College funding is designed to produce the strongest package of research, education, and outreach possible and should address marine and coastal problems and opportunities that are important to Delaware, the Mid-Atlantic region, and the nation. The initial RFP resulted in submission of 26 pre-proposals, and 5 regional pre-proposals. The Delaware Program expects to fund 12-14 projects (including regionals) when the entire review process is completed. Please use the following guidelines to prepare a full Delaware Sea Grant proposal. These guidelines provide specific instructions on style, format, content, and organization. There is also information regarding the required attachments.

Background

The Delaware Sea Grant College Program is a program that supports marine and coastal research, graduate student education, and public outreach and education. It is a member of a national network of 32 university-based Sea Grant programs that are located in coastal and Great Lakes states around the nation. Delaware Sea Grant operates under the guidelines of the National Sea Grant College Program that is part of the National Oceanic and Atmospheric Administration within the U.S. Department of Commerce.

The Delaware Sea Grant College Program is a partnership between university, government, industry, and public stakeholders and is dedicated to the wise use, conservation, and management of marine and coastal resources. The program seeks to bring together the best talent in Delaware's universities to address coastal environmental challenges and opportunities. It also offers the unique capability to transfer research-derived technology and information to the public through its team of Marine Advisory Service and Marine Public Education specialists. We view the integration of research, outreach, and education as a key component of our program.

General Priorities

The Delaware Sea Grant College Program has a five-year strategic plan (2009–2013) that includes additional background about the program and provides an overview of research and outreach priorities and directions. The strategic plan is located on our web site at www.deseagrant.org/research. The plan is an integrated response to the research, education, and outreach needs identified for Delaware, the mid-Atlantic region, and the nation. Potential investigators are encouraged to review the strategic plan prior to submitting a proposal and to focus on the specific areas outlined in this RFP.

The Delaware Sea Grant College Program encourages a holistic approach to issues, i.e., cohesive, multidisciplinary combinations of natural science, social science and policy, and public outreach that will contribute to scientific knowledge and to the wise use of marine and coastal resources. This approach can be accommodated within a single project or through strong linkages between and among projects.

Research Priorities

Within the four focus areas that are outlined in the Delaware Sea Grant strategic plan, we have identified the following research priorities for this RFP.

- **Healthy Coastal Ecosystems.** Science and policy research and outreach in support of ecosystem-based approaches to managing coastal environments. Emphasis is on:
 - Ecosystem processes including relationships between natural and human induced coastal stressors, such as sea-level rise, eutrophication, hypoxia, and coastal development.
 - Coastal and marine spatial planning, particularly the development of habitat mapping and ecosystem assessments.
 - Assessments of the potential benefits and impacts for coastal communities and natural ecosystems of coastal and offshore energy development.
 - New technologies to help advance the development of regional coastal observation systems to advance our capability to make predictions about human impacts and environmental changes on coastal resources.

- **Sustainable Coastal Development.** Research and outreach that addresses issues important for building sustainable coastal communities. Emphasis is on:
 - Development of decision support tools that help stakeholders conceptualize or evaluate the trade-offs of future scenarios in coastal communities.
 - Analysis of public values, beliefs, attitudes and behavioral intentions on issues such as sea level rise, marine alternative energy, and coastal land use.
 - Socio-economic data and modeling focused on assessing risk and impacts for coastal communities to climate change-related factors such as sea-level rise.

- **Safe and Sustainable Seafood Supply.** Research and outreach that catalyses innovation around seafood issues related to consumer safety and industry competitiveness. Emphasis is on:
 - Research and development of new technologies to enhance the competitiveness and environmental sustainability of the domestic seafood industry.
 - Applied research to facilitate the development of new products related to seafood safety.
 - Innovative training and educational approaches to propagate best practices related to seafood safety and consumption.
- **Hazard Resilience in Coastal Communities.** Science and policy research and outreach that provide an informed basis for assessing the risks associated with living and working in coastal communities. Emphasis is on:
 - Research that is aimed at improving forecasting of coastal hazards (such as storm flooding and inundation, sea-level rise) for decision makers and the coastal communities they serve.
 - Development of strategies that will help communities mitigate and adapt to climate change-related issues such as sea-level rise.
 - Assessing community risks and vulnerabilities associated with coastal natural hazards.
 - Developing and/or making accessible state/regional databases that support hazard-related planning.
 - Analyze socio-economic costs and benefits of implementing different adaptation and resilience actions for communities.

Current Funded Projects

See our web site for information on projects funded by Delaware Sea Grant for 2009 – 2012 (www.deseagrant.org/research).

Regional Research Priorities

In addition to our standard research competition, we will also consider proposals that are focused on regional initiatives that relate to emerging needs that transcend state Sea Grant jurisdictions. We expect to fund 1–2 regional proposals focused in one of the following areas:

- **Offshore Energy Development.** The programs encourage proposals that catalyze investigations into alternative and traditional energy exploitation in the mid-Atlantic offshore environment. This includes: marine spatial planning, resource

economics, and public perceptions.

- **Land Use Decisions and Water Quality Impacts.** The programs encourage proposals that investigate how local to regional land use patterns and the decisions that led to them result in changes in nutrient, sediment or contaminant loads to the Coastal Bays and the impacts (positive or negative) thereof.
- **Socioeconomic Processes and Impacts.** The programs encourage proposals that examine human use and behavior patterns and processes that underlie the changing demographics and economies of the Coastal Bays with a particular emphasis on how these shifts impact ecosystem services and coastal dependent businesses.

Regional Proposal Considerations

Regional in the context of this RFP refers to DE, MD, and VA. To participate in a regional research proposal, PI's should coordinate their research around one of the above targeted topic areas and submit proposals to their respective state SG programs. Applicants pursuing regional priorities are encouraged to include the following in their proposals:

- Multidisciplinary approaches/research teams
- PIs from two or more of the participating mid- Atlantic states: DE, MD, VA (all three states preferred)
- Clear mechanisms for regional interaction and coordination.

Each PI should submit a separate proposal to his/her state Sea Grant program conforming to local guidelines and procedures of the home institution and the relevant Sea Grant program. The text for the proposal should be the same for each state. It should include a description of the overarching regional goals and administrative structure, but the majority of the proposal should focus on the idea and how it responds to the Regional RFP. The budget should be specific to each PI's state request.

The state SG programs relevant to each regional proposal will coordinate the review of the proposals and provide feedback to the research team.

Proposal Requirements & Review

Full proposals will undergo a rigorous external peer review and will be ranked by an external panel of technical experts, as well as reviewed for programmatic fit.

Please use the following guidelines to prepare a Delaware Sea Grant proposal.

Style and Format. Minimum font size 11pt. Minimum

margin size is one inch. Proposals that deviate from required format will be returned to the applicant for revision.

Content and Organization.

(1) Title Page. This page should include the names, affiliation, and contact information for each principal investigator, the title of the project, duration, amount requested, matching funds provided, and priority area. Maximum 1 page.

See template located on our Web site at www.deseagrant.org/RFP. Please contact Lisa Ridenour at lridenou@udel.edu to obtain a Word version of the Title Page.

(2) Abstract. Maximum 1 page, single spaced.

(3) The Proposal (main body of text). Maximum 15 pages, single spaced. In accordance with National Sea Grant requirements, your proposal should contain these categories: Background and Project Relevance, Objectives, Methodology, Application of Results, Benefits and Outreach, and any Partnerships.

Background and Project Relevance. Summarize the problem or opportunity. Why is it an important issue? Your project does not need to promise to fully solve a problem, but it should be a logical step toward its solution.

Objectives. What are the goals of your project? What do you hope to accomplish? Your objectives should be verifiable upon the project's completion. Include a schedule to give reviewers an idea of the time it will take to complete the various phases of research. We are seeking two-year proposals.

Methodology. Describe your research plan and methods. Specify any standard techniques, special equipment, computer models, etc., you plan to use.

Application of Results. How will you ensure that your research will reach those who can use and benefit from it? Journal articles, technical reports, collaboration with industries and agencies, seminars, symposia, curricula, videos, Web pages, and other outreach products all may be possibilities.

Benefits and Outreach. What impact will your research have on an environmental problem or opportunity? Ultimately, how will your research benefit people?

Partnerships. Describe any partnerships you have with industry, agencies, or others.

(4) The Budget. Use Sea Grant Budget Form 90-4. Typical awards are from \$40,000–\$70,000 per year including indirect costs. Additional funds may be available to support a graduate research assistant for

each project (please describe your need for graduate research assistance in the budget justification). These funds will be included in a separate project budget. If your project involves a significant web effort or Marine Advisory Service or Marine Public Education Office participation, please coordinate appropriate budget support with those offices. Please contact Lisa Ridenour, Fiscal Officer, at lridenou@udel.edu or 302-831-4100 for assistance with budget preparation or to obtain a copy of the required Budget Form 90-4.

Applicants from units or institutions outside the College of Earth, Ocean, and Environment (CEOE) must show \$1 of non-federal match for every \$2 of federal support. Applicants from within CEOE should contact Lisa Ridenour to discuss match requirements. CEOE applicants must request sufficient federal funds to support at least one month per year of salary for all Principal Investigators on the project.

The principal investigator is responsible for project fiscal administration through his or her respective department, and in spending Sea Grant funds, should follow the procedures prescribed by his or her department.

Delaware Sea Grant solicits proposals on a two-year cycle. Initiation dates for new projects in this pre-proposal cycle will be February 1, 2012 and February 1, 2013.

(5) Budget Justification. See template located on our Web site at www.deseagrant.org/RFP. Please contact Lisa Ridenour at lridenou@udel.edu to obtain a Word version of the Budget Justification.

(6) Literature Cited.

(7) Curriculum Vitae. Maximum length: one page per PI. Each curriculum vitae should contain five distinct sections after the PI's name and academic title: Education, Experience, Research Interests, Professional Activities, and Publications. Include no more than five publications for each investigator.

(8) Current & Pending.

(9) Project Milestone Chart. See template located on our Web site at www.deseagrant.org/RFP.

(10) Optional non-binding list of competent reviewers. Applicants may submit a non-binding list containing a maximum of 10 competent reviewers. Please note that the Delaware Sea Grant College Program is under no obligation to use any of the reviewers submitted by the respective applicants for funding. Information required for each suggested reviewer must include name and contact information.

If you have questions about proposal preparation or the required forms, call Ms. Lisa Ridenour at the Delaware Sea Grant Office at (302) 831-4100 or via e-mail at: Iridenou@udel.edu. Specific questions related to the technical review of research should be directed to Dr. Nancy Targett at (302) 831-2841 or via e-mail at: ntargett@udel.edu.

Standard Proposal Schedule

Monday, March 14, 2011 — Recommendations from the Pre-Proposal Panel and the Delaware Sea Grant Management Team are sent to PIs. Guidelines for preparation of full proposals are provided.

Friday, April 29, 2011 — Full proposals are due at the Delaware Sea Grant Office. The proposal and associated information must be submitted electronically to Ms. Lisa Ridenour, Program Coordinator, via e-mail at: Iridenou@udel.edu.

Monday August 1, 2011 — Proposals are selected, and PIs are notified.

Regional Proposal Schedule – to be announced.

Delaware Sea Grant College Program Management Team

The Delaware Sea Grant College Program's Management Team includes the Director, Associate Director/Marine Advisory Service Director, Research Coordinator, Marine Public Education Office Director, and Fiscal Officer/Program Coordinator. These individuals can answer questions you may have about the program and the proposal process.

Dr. Nancy Targett, Director, 302-831-2841 (ntargett@udel.edu)

Mr. James Falk, Associate Director/Marine Advisory Service Director, 302-645-4235 (jfalk@udel.edu)

Mr. Ronald Ohrel, Marine Public Education Office Director, 302-831-0566 (ohrel@udel.edu)

Ms. Lisa Ridenour, Fiscal Officer/Program Coordinator, 302-831-4100 (Iridenou@udel.edu)