Applications must be submitted via the online application system. Applications submitted by other means (including mail, fax, or e-mail) will not be considered.

Understanding Gulf Ocean Systems Grants 2 Application Form

Please remember to view the RFA on our website for complete instructions on submission.

Application Due: June 12, 2019, 5:00 PM ET

Before the form is completed, you may click "Save & Continue" at the bottom of the page at any time to save your work or "Next" to save your work and move onto the next page of this form. When the form is completed, you may click "Save and Exit" at the bottom of the page to save your work and return to the dashboard.

* denotes required fields

I. Project Personnel

The Gulf Research Program requires individuals named as project director or key personnel in an application to adhere to the following:

- An individual may be proposed as project director in only one application. If an individual is proposed as project director in any application s/he may also be proposed as key personnel in up to two additional applications.

- An individual not proposed as a project director in any application may be named as key personnel in up to three applications.

- It is the responsibility of each individual being named as project director or key personnel in any application to ensure that s/he is not named in more than three total applications.

1. Project Director Information*

The project director is responsible for the direction and intellectual design of the project and has primary responsibility for project execution and the submission of all required reports to GRP.

Prefix*

- ○ Dr.
- ○ Dr.
- ○ Mr.
- ○ Ms.
- ○ Other (Please specify)

Please specify*

First Name*

Last Name*

Professional Title*

Organizational Affiliation*

Department

Office Street Address 1*

Office Street Address 2

Office City*

Office State*

- ○ Alabama
- ○ Alaska
- ○ Arizona
- ○ Arkansas
- ○ California
- ○ Colorado
- ○ Connecticut
- ○ Delaware
- ○ District of Columbia
- ○ Florida

... 33 additional choices hidden ...

- ○ South Dakota
- ○ Tennessee
- ○ Texas
- ○ Utah
- ○ Vermont

- ○ Virginia
- ○ Washington
- ○ West Virginia
- ○ Wisconsin
- ○ Wyoming

Office Zip Code*

Office Phone Number*

Office Email*

Career Stage*

- ○ Postdoctoral Scholar / Research Scientist, Engineer or Scholar I / Equivalent
- ○ Assistant Professor / Research Scientist, Engineer or Scholar II / Equivalent
- ○ Associate Professor / Research Scientist, Engineer or Scholar III / Equivalent
- ○ Full Professor / Senior Research Scientist, Engineer or Scholar / Equivalent
- ○ Early Career
- ○ Mid-Career / Professional
- ○ Managerial
- ○ Executive
- ○ Other (Please specify)

Please specify*

Expertise (up to 5 words)*

Project Role (up to 15 words)*

ORCID--Open Researcher and Contributor ID*

Please enter your ORCID below. If you do not have an ORCID, please <u>register for one</u>.

Applications must be submitted via the <u>online application system</u>. Applications submitted by other means (including mail, fax, or e-mail) will not be considered.

2. Key Personnel

Key personnel are individuals who share in the responsibility of the direction or intellectual design of the project and/or contribute to the execution of the project in a substantive, measurable way.

2a. Other than the project director, how many key personnel will be involved in this project?*

Please enter "0" if there will be no other key personnel.

[box]

2b. Please list the name, organizational affiliation, type of institution, expertise, and project role of each key personnel in the order of their importance to the project. This section will accommodate listings for up to 15 people. If key personnel exceed 15 people, see section 2c.*

	Name	Organizational Affiliation (Please do not use acronyms)	Type of Institution	Expertise (Up to 5 words)	Project Role (Up to 15 words)
1.	[box]	[box]	○ For-profit organization ○ Non-profit, non-academic organization ○ State or local government ○ University/ college ○ Other	[box]	[box]

[ROWS #2-14 NOT SHOWN]

15. [ ] [ ]   ○ For-profit organization   [ ] [ ]

○ Non-profit, non-academic organization

○ State or local government

○ University/ college

○ Other

2c. If the number of key personnel exceeds fifteen, please list the name, organizational affiliation, type of institution, expertise, and project role of each remaining key personnel.*

[ ]

2d. Are any of the key personnel federal employees?*

○ Yes

○ No

NOTE: If a proposed project with employees of federal agencies as key personnel is awarded, the Gulf Research Program would ask the applying organization to certify that (1) the employees of federal agencies named as key personnel are serving in their personal capacity, donating volunteer time at no charge to any parties and (2) that no part of the proposed work is done by the federal government.

3. Involvement of Project Director or Key Personnel in Other Applications

3a. Is the project director or are any key personnel involved in other applications for this funding opportunity?*

An individual may only be listed as project director on one application, but may also be listed as key personnel in up to two additional applications. Individuals not listed as project director in any application may be listed as key personnel in up to three applications.

○ Yes

○ No

3b. Indicate the involvement of the project director or key personnel in other applications.*

List the names of the key personnel who are involved in other applications for this funding opportunity and the titles of the other proposed efforts. Provide a clear description to explain how the proposed work is not duplicative of other proposed efforts and how the participant will budget his or her time.

> [ ]

II. Project Details

4. Project Title (up to 15 words)*

The title should clearly represent the project and help articulate the importance and goals of the project to a non-technical reader. Titles are a primary referent for projects. The titles of awarded projects will be announced publicly and should not sacrifice clarity for novelty.

> [ ]

5. Project Key Words (up to 5 words)*

> [ ]

6. Project Summary* (up to 300 words)

The project summary should be an overview of the proposed project written in the third person, informative to other persons working in the same or related fields, and, insofar as possible, understandable to a scientifically or technically literate lay reader. You might think of it as a project abstract, but it should not be as technical as a typical abstract. It should clearly and succinctly address:

- What does the project aim to achieve, and how can the project results and/or outputs be used to improve understanding and/or prediction of the Loop Current System?

- The importance of the proposed project for improving understanding and/or prediction of the Gulf of Mexico Loop Current System.

- How the project will work to achieve its aims (e.g., general processes, tasks, and activities involved).

It is recommended that the main concept behind the project be at least previewed or initially articulated within the first few sentences of this summary to facilitate review.

7. Project Description* (up to 4,000 words)

Provide a clear statement of the work to be undertaken and a plan for implementation. It should address the following:

- **Background**: The context for the issue to be addressed and the current state of knowledge on the issue.

- **Research questions and/or objectives**: What the project team aims to do, why it needs to be done, and what is expected to be explained or achieved. This should include how the project seeks to advance understanding and/or prediction of the LCS.

- **Project methodology and implementation**:
    - Details about the proposed activities to be undertaken and methods, tools, and analyses that will be employed to carry out the project, along with explanation of how these are appropriate for accomplishing the specific aims of the project.
    - A clear description/plan for implementation that demonstrates the feasibility of the activities to be undertaken, including explanations of the feasibility of access to specific data sets, people, or settings required to successfully implement the project and the mechanism to assess success. A project timeline is required to be uploaded in "Section IV. Attachments".
    - If key personnel other than the project director are included in the project, include a description of each person's role.

Please see the <u>RFA</u> for more guidelines about the projects being sought under this opportunity

NOTE: The textbox for Project Description does not support equations, figures, or tables. See "Optional Attachments to Support Project Description" in Section IV for information on providing equations, figures, or tables.

8. References Cited*

Reference information is required. If there are no references cited, a statement to that effect should be included in this section of the proposal. Each reference must include the names of all authors (in the same sequence in which they appear in the publication), the article and journal title, book title,

volume number, page numbers, and year of publication. If the document is available electronically, the website address also should be identified. Proposers must be especially careful to follow accepted scholarly practices in providing citations for source materials relied upon when preparing any section of the proposal. While there is no established page limitation for the references, this section must include bibliographic citations only and must not be used to provide parenthetical information outside of the word limit of the Project Description.

9. Data Management Plan* (up to 1,500 words)

To facilitate sharing of data and information products, all applications submitted to the Gulf Research Program must include a data management plan. Information products may include documents (i.e. reports, workshop summaries, etc.), multi-media curricula for education and training (i.e. video and/or online tutorials, manuals and handbooks, etc.), and other media and communication platforms. Even in the unlikely case in which no data or any other information products will be produced, a plan must be submitted that states "No data or information products are expected to be produced from this project." Please see the Gulf Research Program's Data Management Policy and Data Management web page for information on what must be included in the data management plan submitted as part of this application.

10. Facilities, Equipment, and Other Resources* (up to 1000 words)

This section of the proposal is used to assess the adequacy of the resources available to perform the proposed project. Include an aggregated description of the internal and external resources (both physical and personnel) that the organization and its collaborators will provide to the project, should it be funded. Describe any leveraging of public or private resources such as talent, equipment, ship time, computation resources, data management, and/or funding from private or public partners, or other. If leveraging of resources is not appropriate and/or feasible for inclusion in the project plan, please briefly explain why.

Such information must be provided in this section, not in other parts of the proposal (e.g., budget justification, project description). The description should be narrative in nature and must not include any quantifiable financial information. Reviewers will evaluate the information during the merit review process. Although these resources are not considered cost sharing, the Gulf Research Program expects that the resources identified in the Facilities, Equipment, and Other Resources section will be provided, or made available, should the proposal be funded.

11. Does the proposed project involve research on human subjects or the use of human-subjects data?*

All projects involving human subjects must be submitted to an institutional review board (IRB) for review and either receive IRB approval or be granted exemption from human subjects regulations before an award can be made. Proposers should file their proposal with their local IRB at the same time the proposal is submitted to the Gulf Research Program so that any approval procedure determined as necessary will not delay the award process. A proposal may be submitted to the Gulf Research Program prior to receiving IRB approval or being granted exemption; however, if the proposal is selected for funding, the award will be made conditional upon IRB granting approval or exemption from human subjects regulations within 60 days of the notice of conditional award. If a proposed project involving human subjects is granted exemption from human subjects regulations [see 45 CFR 46.101(b)], the applicant must provide documentation that an IRB (or the appropriate authority other than the project director or key personnel) has declared the project exempt from the human subjects regulations. Documentation should include the specific category justifying the exemption. Organizations without internal access to an IRB must seek approval or exemption from an independent review board or other appropriate authority.

○ Yes

○ No

III. Project Budget

12. Total Budget Requested*

13. Budget Justification* (up to 2,000 words)
The amounts requested for each budget line item should be documented and justified in the budget justification. View a sample budget justification.

14. Does the project budget include any sub-awards to the following types of organizations?*
Federally Funded Research and Development Centers (FFRDCs) and University Affiliated Research Centers (UARCs) are not-for-profit entities sponsored and primarily funded by the U.S. government

to address technical needs that cannot be met as effectively by existing government or contractor resources. Please check all that apply.

☐ Federally Funded Research & Development Centers (FFRDCs)

☐ University Affiliated Research Centers (UARCs)

☐ None of the above

NOTE: The FFRDC(s) and/or UARC(s) named as sub-awardees in the application must have the authority to obtain funding for work outside of its federal sponsor contract and not be proposing to do work it is otherwise doing under its federal sponsor contract.

IV. Attachments

As applicable for forms indicated below, download all forms and then upload completed forms as attachments to your proposal.

Required Attachments to Complete Application*

1. <u>Budget Form</u>*: Complete form to provide information on the proposed budget. Budget requests should be developed commensurate with the support needed to achieve the project goals. Please note that cost sharing is prohibited.

2. Resume(s)*: A resume is required for the project director and each individual identified as key personnel. Resumes are limited to two pages per person. See <u>additional resume specifications</u>. Please combine all resumes into a single PDF document before uploading as an attachment. If a resume is longer than two pages, only the first two pages will be considered in peer review.

3. <u>Collaborators and Other Affiliations Form</u>*: The purpose of this form is to help us eliminate potential conflicts of interest during our reviewer recruitment. Complete the form to provide information on the following:

   • All persons (including their current organizational affiliations) who are currently, or who have been collaborators (i.e. an individual with whom you work closely to co-design or conduct a project) or co-authors with the individual on a project, book, article, report, abstract, or paper during the 48 months preceding the submission of the application.

   • The individual's own graduate and postdoctoral advisor(s) and their current organizational affiliations.

   • All persons (including their current organizational affiliations) with whom the individual has had an association as a graduate or postdoctoral advisor.

4. <u>Current and Pending Support Form</u>*: Complete the form to provide information on the current and pending support of the project director and other key personnel, if applicable.

The form calls for required information on current and pending support for ongoing projects and proposals. All current project support from whatever source (e.g., federal, state, local or foreign government agencies, public or private foundations, industrial or other commercial organizations) must be listed. The proposed project and all other projects or activities requiring a portion of time of the project personnel and other senior personnel must be included, even if they receive no salary support from the project(s). The total award amount for the entire award period covered (including indirect costs) must be shown as well as the number of person-months per year to be devoted to the project, regardless of source of support.

5. <u>Timeline</u>: A timeline is required that portrays key project activities or events – including tasks, milestones, outputs, or deliverables – using a Gantt chart. During the application review process, the timeline will be used by reviewers to assess project feasibility. Should a project be funded, the timeline should allow project directors to track their progress and help Gulf Research Program staff monitor whether a project is on schedule. Project activities or events in the timeline should serve as unambiguous indicators and measures of progress. Projects should have a sufficient number of key activities or events to ensure that a timeline is adequately portrayed and overall progress can be reasonably tracked over distinct time periods. Gantt charts should be uploaded as a PDF.

Optional Attachments to Support Project Description

6. Equations, Figures and Tables: The textbox for the Project Description does not support equations, figures, or tables. Applicants may upload a single PDF document with 1) a one page list of equations and 2) up to five graphical elements (e.g., figures and tables), each on one page, to support the project description. If the total number of pages of graphical elements in the PDF exceeds five, only the first five that appear in the document will be considered in peer review. Additionally, only information that is directly relevant to the graphical elements (e.g., figure legends) will be considered in peer review.

7. Letters of support: Applicants may upload a PDF with letters of support from collaborators or anticipated organizations/participants. Each letter of support should be no longer than two pages; if an individual letter exceeds two pages, only the first two pages will be considered in peer review. Please combine all letters of support into a single PDF before uploading as an attachment.

Before the form is completed, you may click "Save & Continue" at the bottom of the page at any time to save your work. When the form is completed, you may click "Save and Exit" at the bottom of the page to save your work and return to the dashboard.

* denotes required fields

By checking the box, the *applicant* certifies that this proposal is original work*

☐ I agree

Please be advised that the Gulf Research Program has posted the Grant Agreement online and expects applicants to have reviewed the Grant Agreement prior to submitting an application to ensure that the applicant is aware of the applicable terms under which the grant is offered. It is the policy of the National Academies of Sciences, Engineering, and Medicine to entertain potential modifications to the Grant Agreement only under the most exceptional circumstances. Rather, successful applicants will be strongly encouraged to sign the Grant Agreement as presented.