



Announcement of Funding Opportunity for 2020–2022

Established at the University of Alaska in 1970, Alaska Sea Grant is one of 33 state programs within the National Oceanic and Atmospheric Administration’s Sea Grant College Program, authorized by Congress in 1968. We are funded by federal and state appropriations, as well as project-specific funds from local governments, federal and state agencies, community organizations and industry.

Alaska Sea Grant (ASG) supports research, education, and extension activities that enhance the ability of Alaskans to understand, conserve, and sustainably use our rich and diverse marine and coastal resources.

Alaska Sea Grant invites pre-proposals for research projects for the 2020–2022 biennium. Investigators at academic, research, and education institutions throughout the state of Alaska are invited to apply for one- to two-year research projects that contribute to Alaska Sea Grant and state priority information needs, and advance knowledge in one of four focus areas: healthy coastal ecosystems, sustainable fisheries and aquaculture, resilient communities and economies, and environmental literacy and workforce development.

We anticipate that approximately \$500,000 per year will be available for this solicitation. Based on review of the pre-proposals, approximately 10–15 invitations to submit full proposals may be issued. Normal project duration is no more than two years, with project budgets averaging roughly \$100,000, not including graduate student funding. Two years of graduate student support will be provided in addition to the project budget for each funded project. Because Sea Grant funds are subject to annual federal appropriations, all awards are subject to the availability of funds.

This document provides information and guidance for project development and submission of preliminary and full proposals.

I. 2020–2022 Proposal selection schedule

15 February 2019	Deadline: Preliminary proposals due via online submission by 5pm Alaska time
18 March 2019	Invitations issued to submit full proposals
17 May 2019	Deadline: Full proposals due via email by 5pm Alaska time
Summer 2019	Proposals undergo peer and panel review
October 2019	Final selection of projects
1 February 2020	Funding available. Earliest start date possible

I. Program summary and priorities

Alaska Sea Grant encourages applications from researchers in the natural, social, and education sciences. ASG is especially interested in supporting collaborative projects, synthesis projects, interdisciplinary partnerships, and graduate students. Partnerships among academic and research institutions, agencies, local government, industry, and user groups are encouraged. For research projects that address regional issues beyond Alaska, engage investigators outside of Alaska, and involve other Sea Grant programs, please consult with ASG to explore joint submittal and funding procedures.

Successful proposals combine scientific excellence and a focus on problems and opportunities facing marine and coastal users, managers, and educators. Current research projects are described on the ASG website at <https://seagrant.uaf.edu/research/project-directory.php>.

Proposed research projects must identify priorities to be addressed and align with the critical program areas and goals identified in the ASG 2018–2021 Strategic Plan (<https://alaskaseagrant.org/wp-content/uploads/2017/10/2018-2021-strategic-plan.pdf>) with four interrelated themes.

1. Healthy Coastal Ecosystems

Alaska's diverse and productive marine and coastal ecosystems face unprecedented challenges from human activities and a changing climate. Alaska Sea Grant focuses on increasing the shared body of knowledge about these ecosystems, particularly to address concerns and interests of stakeholders and to support planning, management and mitigation.

2. Sustainable Fisheries and Aquaculture

Alaska fisheries and aquaculture provide food, jobs, and economic and cultural value. Alaska Sea Grant focuses on facilitating the sustainable use of safe and high quality seafood and other marine resources and the sustainability of fisheries resources. National Sea Grant may provide Alaska Sea Grant additional funding for highly ranked aquaculture proposals received through this competition.

3. Resilient Communities and Economies

Alaska's coastal communities depend on coastal resources amid a time of environmental change. Alaska Sea Grant focuses on increasing resilience and well-being of coastal communities through diversification, growth, and strengthening of coastal economic sectors and maritime businesses; increasing capacity of Alaska's coastal communities to adapt and respond to coastal hazards; and lowering the human risk of maritime activities.

4. Environmental Literacy and Workforce Development

Alaska has a diverse and far-flung population with varying degrees of access to educational resources. Alaska Sea Grant focuses on increasing effective environmental literacy communication and instruction and increasing awareness of and opportunities for careers in Alaska's maritime sectors.

III. Proposal award, investigator eligibility, and other project information

Award information

Alaska Sea Grant's research awards are from four-year federal omnibus grants that integrate research, education, public engagement, and administrative activities. The omnibus period for this call runs from February 1, 2018, through January 31, 2022. This request for proposals covers the second half of the period and projects will be conducted primarily in calendar years 2020 and 2021. Projects may be scheduled to begin on February 1, 2020 and may be of one or two years in duration, with an end date of January 31, 2022. Project awards are contingent on the availability of funds to ASG through NOAA's National Sea Grant Office.

Investigator eligibility

Project Principal Investigators (PIs) must be affiliated with a university, two- or four-year college, museum, research laboratory, or other nonprofit or tribal research or education institution in Alaska. Project Co-Principal Investigators (co-PIs) may be affiliated with the above-listed Alaska institutions, research or education institutions outside of Alaska, state and federal agencies, and for-profit and foreign organizations. Individuals from state and federal agencies and for-profit and foreign organizations are discouraged or prohibited from requesting direct support. ASG welcomes proposals for cooperative projects involving research institutions and the private sector.

ASG discourages PIs from submitting more than two preliminary proposals. Even if a PI submits multiple preliminary proposals that are encouraged for development as a full proposal, he or she will be limited to submittal of a single project as PI to the full proposal stage. There is no limit on the number of proposals in which an investigator may serve as co-PI.

PIs who have received ASG funds previously and have not completed all reporting requirements are ineligible for future funding until reports have been submitted and approved.

Student support

Student training is an important project component. The direct involvement of graduate students is expected for all research projects. ASG encourages projects that support student exposure to employment opportunities in marine businesses and professions. Maritime workforce projects that build pathways and programs for students to pursue maritime careers are encouraged. Project budgets may include support for undergraduate students and postdoctoral researchers. Two years of graduate student support will be provided to each funded research project outside of the project budget. Only in exceptional cases will research projects be funded that lack significant involvement of graduate or undergraduate students or postdoctorates.

Engagement plan

Each proposal must provide an engagement plan that describes how broader audiences will engage with and use the project results. For research projects, this plan should explain how the project will translate and communicate research activities and results into knowledge for community economy and well-being. For projects with workforce and literacy outcomes, the primary focus should be on how the project will build environmental literacy or workforce capacity in Alaska or provide evidence-based strategies to accomplish these outcomes. For more information, see <https://alaskaseagrant.org/research/engagement/>.

PIs are strongly encouraged to work with ASG outreach, communications, and education staff (<https://alaskaseagrant.org/about/directory/>) and to identify and contact user groups, industry, and

government agencies that will benefit from project results in the beginning and conceptual stages of the project. Staff also can help facilitate interaction with appropriate organizations and are available to discuss specific outreach, communications, and education ideas, as well as potential beneficiaries (users) and outcomes.

Conflicts of interest, human subjects, and animal care

All projects undertaken through ASG must be conducted in full compliance with applicable federal and state laws pertaining to conflicts of interest.

For projects that involve research on vertebrate animals or human subjects, it is the PI's responsibility to identify and ensure compliance with all applicable federal, state, and institutional requirements. PIs must identify use of vertebrate animals or human subjects in full proposal submissions. University of Alaska Fairbanks PIs should contact the Office of Research Integrity, <https://www.uaf.edu/ori>, if their research includes vertebrate animals or human subjects. Other investigators should contact the relevant divisions at their institution. Project funds will not be awarded without appropriate approvals.

IV. Preliminary proposal guidance

Preliminary proposals must be submitted electronically to <https://seagrant.uaf.edu/research/rfp/preproposal.php> by **5:00 pm on February 15, 2019**. Preliminary proposals received after the deadline will not be considered.

During the online submission, please provide the following information:

Investigators: Names, affiliations, address, phone, and email of the principal investigator and co-principal investigators who will significantly contribute to the project. Do not include collaborators or others who will not dedicate time to the project (directly or in-kind).

Project title: Exact title as it appears in the rest of the application. Please keep title succinct.

Project period: Initiation and completion dates. Proposals should request a start date of 1 February 2020 or later and a completion date of 31 January 2022 or earlier. Normal project duration is no more than two years.

Project funding anticipated: Categorize the project funding anticipated (excluding graduate student support: stipend, tuition, and health insurance), in the following categories:

- \$0 to \$50K per two years
- \$50K to \$100K per two years
- \$100K to \$150K per two years
- greater than \$150K per two years

Graduate student funding anticipated:

- MS or PhD student
- In-state or out-of-state

Summary: A concise summary of the proposed research, written for a nonspecialist, scientifically literate audience. Maximum 300 words.

Suggested reviewers: Submit the names, institutional affiliation and email addresses of at least ten (10)

suitable peer reviewers who could review a full proposal. These potential reviewers must reside outside of Alaska and must not have collaborated with any of the project personnel in the past 48 months. You may also indicate any reviewers who may be biased against your project.

Preliminary proposal components

Please prepare a single PDF document with the following sections. The entirety must be single-spaced, with 1-inch margins and 12 point Times New Roman font. Failure to comply with any of the formatting specifications above may result in automatic dismissal of your application without further review.

1. *Project narrative* (up to two pages, including any tables and figures and references): A concise statement of project activities. It should outline objectives, hypotheses, methods, expected outcomes, project partners and a project timeline. The project description should be written for a nonspecialist, scientifically literate audience.

2. *Statement of need and engagement plan* (up to one page): Submit a concise summary of the need for the project and its relevance to the [Alaska Sea Grant Strategic Plan](#). Then discuss the engagement plan of how stakeholders, as appropriate for the project, will be involved in and/or benefit from the results of the project. Describe your target audiences and participant groups; the outreach, communications or education approaches to be used; and anticipated outcomes. For projects with workforce and literacy outcomes, the primary focus of the engagement plan should be on how the project will build environmental literacy or workforce capacity in Alaska or disseminate evidence-based strategies and tools that accomplish these objectives. Identify any ASG staff who were consulted and contributed to the plan.

Engagement activities may include, but are not limited to: use of project results in education or resource management settings; technical training or assistance; development of publications, presentations, and other outreach products for specific audiences (beyond scientific audiences) or user groups; and involvement in teaching, citizen science, or community-based networks. For more information, see <https://alaskaseagrant.org/research/engagement/>.

Alaska Sea Grant has resources for development and production of publications and other outreach or education products, coordination of meetings and workshops, release of information to news media, and development of websites. ASG Marine Advisory Program agents and specialists have broad experience in working with coastal communities. Applicants needing assistance with any of these issues are encouraged to discuss potential partnerships with appropriate ASG staff. Contact information is below (see section VII).

3. *Results of previous Sea Grant support* (up to one page per project): Include all projects receiving funding from any Sea Grant program during the previous five years. The following information should be provided:

1. ASG award number, amount, and period of support
2. title of the project
3. major accomplishments of the project, including outreach
4. any publications resulting from the project
5. current status of any funded students

4. *Vitae of Principal and Co-investigators* (2-page maximum per investigator): A vita must be provided for each individual who will serve as PI or co-investigator in the project. Please list up to 10 relevant publications. Graduate student vitae are not required, but may be included if the student to be funded on

the project has been identified.

5. Conflicts of Interest Include one alphabetical list of individuals with conflicts of interest, including name and current institution. Be sure to include thesis or postdoctoral advisees, graduate and postgraduate advisors, and all coauthors and collaborators within the past four years. This information is used to help identify potential conflicts in the selection of reviewers.

V. Full proposal guidance

Full proposals must be submitted electronically by **5:00 pm on May 17, 2019**. Full proposals received after the deadline will not be considered. Full proposals may only be submitted for preproposals received by February 15, 2019. Prepare a *single pdf file* with all of the following elements, and e-mail to Nicole LaRoche <nlaroche@alaska.edu>.

Formatting requirements

The following documents must be single-spaced, with 1-inch margins and 12 point Times New Roman font. Failure to comply with any of the formatting specifications above may result in automatic dismissal of your application without further review.

1. Cover Page Prepare a cover page with the following information:

Investigators: Names, affiliations, address, phone, and email of the principal investigator and co-principal investigators who will significantly contribute to the project. Do not include collaborators or others who will not dedicate time to the project (directly or in-kind).

Project title: Exact title as it appears in the rest of the application. Please keep title succinct.

Project period: Initiation and completion dates. Proposals should request a start date of 1 February 2020 or later and a completion date of 31 January 2022 or earlier.

Funding request: Total Sea Grant funds requested for this project, not including graduate student support.

Graduate student funding requested:

- MS or PhD student
- Start and end date of student funding
- In-state or out-of state tuition

Related projects: List project number and name for any current or past related projects funded by Alaska Sea Grant.

Keywords: Keywords are used by many people, not all scientifically oriented, in searches of National Sea Grant and Alaska Sea Grant databases.

Partner organizations: List organizations (not individuals) associated with this project.

2. Summary (1-page limit): Provide a one page synopsis written for a lay audience. Include the following headings.

The issue: Describe the big picture of why your research project is important.

Why is this an Alaska Sea Grant project? Explain how this project relates to the 2018–2021 Alaska Sea Grant Strategic Plan.

Objectives: Briefly describe the objectives of the work to be performed.

Methodology: Briefly describe the methodological approaches.

Anticipated benefits of the research: Describe how benefits will be achieved and who will receive these benefits.

3. Project narrative (15-page limit including all figures and tables): The proposal narrative provides a scientifically rigorous description of the project that can be understood by specialists from other disciplines and, as much as possible, by well-informed readers. It should include all the following items.

Investigators: Names and affiliations of the principal and co-principal investigators.

Project title: Exact title as it appears in the rest of the application.

Description and need: Discuss the problem or need being addressed and how the project will address ASG's goals and strategic plan. Describe the expected output or product, and describe the expected long-term impacts.

Objectives and approach: The narrative should include a concise statement of the objectives of the project, hypotheses to be addressed, and a description of project activities. Explain the conceptual approach for achieving objectives and the methods to be used. Describe how the project activities will be evaluated for effectiveness in meeting stated project goals and objectives as well as the goals of ASG.

Coordination with project partners: Provide brief details of project partners, including benefactors, constituent groups, stakeholders, industry, or agency personnel. Describe partner contributions, including resource sharing, collaboration, and data management. Discuss how partners will benefit and how they will use the anticipated results, outcomes, or products. Highlight if the work proposed is in conjunction with other projects or proposals, or will coordinate with other known efforts. Letters confirming extent of collaboration are encouraged (see Letters of collaboration below).

Available resources: Briefly state the qualifications of all investigators, institutional capabilities, and key partnerships within the user community that will contribute to the proposed work. Describe any graduate student involvement and clearly identify graduate students who would be funded by Alaska Sea Grant, including start and end dates of fellowship funding and whether students would qualify for in-state or out-of-state tuition.

Outcomes/expected results: Describe anticipated results and how they are expected to solve a problem, provide a community benefit, or take advantage of an opportunity. Be clear as to the direct and/or indirect implications of your work for industry, management, policy, or other benefits: Who is

expected to use or otherwise benefit from your results, and how?

ASG is required to comply with the National Sea Grant reporting requirements for documentation of tangible outcomes and impacts of funded research projects. Proposals should describe specific anticipated outcomes and/or products as explicitly and quantitatively as possible. PIs are encouraged to partner with ASG in recording, publicizing, and celebrating success. All PIs are expected to assist ASG staff in identifying and documenting outcomes and impacts.

Engagement plan: Discuss how stakeholders, as appropriate for the project, will be involved in and/or benefit from the results of the project. Describe your target audiences and participant groups; the outreach, communications, or education approaches to be used; and anticipated outcomes. For projects with workforce and literacy outcomes, the primary focus of the engagement plan outcomes should be on how the project will build environmental literacy or workforce capacity in Alaska or provide evidence-based strategies to accomplish these outcomes. Identify any ASG staff who were consulted and contributed to the plan.

Engagement activities may include, but are not limited to: use of project results in education or resource management settings; technical training or assistance; development of publications, presentations, and other outreach products for specific audiences or specific user groups; and involvement in teaching, citizen science, or community-based networks. For more information, see <https://alaskaseagrant.org/research/engagement/>.

Alaska Sea Grant has resources for development and production of publications and other outreach or education products, coordination of meetings and workshops, release of information to news media, and development of websites. ASG Marine Advisory Program agents and specialists have broad experience in working with coastal communities. Applicants needing assistance with any of these issues are encouraged to discuss potential partnerships with appropriate ASG staff. Contact information is below (see section VII).

4. References cited (no page limit): Complete bibliographic references in a standard format are required for all citations used in the proposal text. Articles not cited should not be included.

5. Budget spreadsheet and budget narrative: ([Form 90-4](#)) In the required budget form 90-4, provide sufficient detail for reviewers to understand the amount requested in each category.

Budget guidelines: Budgets may be for one or two years. *Salary, benefits, and tuition support for a graduate student should NOT be included in the project budget and will be managed post-award by Alaska Sea Grant. The graduate student role, however, should be clearly described in the Available Resources section of the Project Narrative.* Minimal funds may be requested for essential faculty or technician salary. Additional support for postdoctoral researchers or early-career faculty may be considered on a case-by-case basis. Federal agencies and personnel may not request salaries, travel, or indirect costs.

Budget Justification Narratives

Each project must include a budget justification narrative that explains budget items for each year in sufficient detail to enable review of the appropriateness of the funding requested. Please see below for more guidance on what kind of information should be included in the budget justification.

SALARIES AND WAGES

Assign personnel to the various categories according to the explanations provided in Form 90-4, which conform to NOAA/Sea Grant usage (these definitions may not necessarily conform to usage in your institution). Identify project personnel by position title as indicated on the form. Use accurate current salaries as the basis for calculating salaries and wages for each individual (do not use percentages). If funds are being requested to support a vacant position, indicate this (vac. pos.) and use a salary rate appropriate to the position. Enter months of effort as full-time equivalents, regardless of how many calendar months the individual will work on the project for both Sea Grant and matching funds. A Full Time Equivalent (FTE) is equivalent to 12 months of full time effort (40 hours per week). Entries must be done in separate columns as indicated on the form.

For Salaries and Wages, address the following questions:

- Is each individual identified by position?
- Are time commitments such as hours/weeks/months per year for each position?
- Are the total charges for each position listed along with an explanation of how the costs were calculated?
- Do the combined charges for all activities of any individual exceed 100% of their time including match for the project?
- Do the time commitments and charges appear reasonable?
- Are all individuals employees of the applicant organization? (If not, explain)
- Is a cost of living increase built into the budget?
- Are salary increases justified for the grant period?
- Are any salary/personnel costs unallowable (i.e., Federal Employees)

BENEFITS

Fringe benefits are those customarily paid by the grantee institution, following its usual practices in the payment of such benefits. For fringe benefits, address the following questions:

- Are fringe benefits identified as a separate item?
- Are all the elements that comprise fringe benefits indicated?
- Do the fringe benefits and charges appear reasonable?
- Are the total charges for each person listed along with an explanation of how the charges were calculated?
- Are fringe benefits charged to federal and matching categories in the same proportion as salaries?

PERMANENT EQUIPMENT

For any item(s) of equipment that has a useful life of more than one year and costing \$5,000 per unit or more, a description of the item and associated costs is required. For permanent equipment (e.g., DNA Sequencers, spectrophotometers, ROVs), address the following questions:

- Is each item of equipment listed?
- If over \$5,000 is there a description of how it will be used in the project?
- If over \$5,000 has a lease vs. purchase analysis been completed? Note: Often a lease versus buy analysis is as simple as noting that it must be bought because no one leases it. In this case, the recipient should submit a statement of non-availability stating at least three sources that were contacted about leasing.
- For each item of equipment, is the number of units, cost per unit and total cost specified?
- Is each item of equipment necessary for the successful completion of the project?
- Are the charges for each item reasonable and realistic?

- Are disallowed costs excluded?
- Contingency charges must be excluded!
- Reasonable miscellaneous can be allowed, but must be justified.

EXPENDABLE SUPPLIES AND EQUIPMENT

Expendable supplies and equipment must be described according to major categories (e.g., chemical reagents, computer paper and supplies, glassware, lumber, etc). Fuel for boats should be budgeted here rather than under travel. Fuel for vehicles should be budgeted under E. Travel. The justification may be based on historical costs (note as such). For Expendable Supplies and Equipment, address the following questions:

- Are supplies itemized by type of material or nature of expense?
- For general office or business supplies, is the total charge listed along with the basis for the charge (i.e., historical use rates)?
- For other specific supply categories, is the number of units, cost per unit and total cost specified?
- Are the charges necessary for the successful completion of the project?
- Are the charges reasonable and realistic?
- Are disallowed costs (e.g., liquor, entertainment) excluded?
- Contingencies or miscellaneous charges must be excluded!

TRAVEL

The budget narrative is required for all travel. For Travel, address the following questions:

- For foreign and domestic travel, is each trip listed along with the destination, estimated mileage, method of travel, cost per mile and duration, number of travelers, per diem rate for meals and lodging?
- If actual trip details are unknown, what is the basis for the proposed travel charges?
- Is the requested travel directly relevant to the successful completion of the project?
- Are the travel charges reasonable and realistic?

OTHER COSTS

For Other Costs, address the following questions:

- Are items listed by type of material or nature of expense?
- For each charge, is the number of units, cost per unit and total cost specified?
- Are the charges necessary for the successful completion of the project?
- Are the same charges listed elsewhere?
- Are the charges reasonable?
- Are disallowed costs (e.g., liquor, entertainment) excluded?
- Are charges which duplicate indirect cost items excluded?
- For projects that include training activities (e.g., workshops, seminars), are participant support costs clearly identified? Note: Any participants or trainees that attend these workshops/conferences/seminars (but are not project employees or speakers) must be defined as "Participants", and any Participant support costs (e.g., stipends, subsistence, travel) must be excluded from the indirect cost base.

SUB-AWARD

Address the following questions:

- Is each sub-award listed as a separate item? (Separate budgets are required for sub- awards regardless of the dollar value.)

- Are the products/services to be acquired described along with the applicability of each to the project?
- Do the costs appear reasonable and realistic?
- Are any sole source contracts contemplated?
- If yes, is a sole source justification included with the Application which describes why the proposed sole source entity is the only source capable of meeting the applicant's project needs?
- Are disallowed costs excluded?
- Contingencies or miscellaneous charges must be excluded!
- Is the sub-award to a foreign-owned or operated entity?

INDIRECT COSTS

- Indirect Cost is the grantee institution's negotiated Facilities and Administrative (Indirect) cost rate and its relation to those elements of the proposed grant budget to which that rate is to be applied.
- A grantee institution will identify the direct costs to which indirect costs can be applied. An explanation for all indirect costs must be included in the budget justification.
- If indirect costs are allowed on federal funds, then it is allowed on the matching funds.
- Unrecovered indirect costs may be included as part of cost sharing and matching.

Note: The recipient must use the indirect rate submitted with the Application or upon award for the entire award period unless approved by the Grants Officer. Thus, if the grantee receives a new Negotiated Indirect Cost Rate Agreement (NICRA) during the award period, the grantee must submit an AAR requesting to use it and be approved to use this before it can be used.

In the budget justification address the following questions:

- Are indirect costs requested?
- Is the correct rate being used? (If a lower rate than is authorized in the negotiated indirect cost rate agreement is being proposed, you must explain why your organization is deviating from the approved rate.)
- Is the rate applied to the correct base?
- Are charges which duplicate direct costs excluded? (If no, explain/revise.)

6. *Vitae of principal investigators (PI) and key associate investigators* (2-page maximum per investigator): A vita must be provided for each individual who will serve as PI or co-investigator in the project. Please list up to 10 relevant publications. Graduate student vitae are not required, but may be included if the particular student to be funded on the project is known.

7. *Current and pending research projects*: For all PIs, list on a separate page all current and pending outside support. Include project title, the dollar amount, source and period of funding, and the PI's time commitment in each project.

8. *Results of previous Sea Grant support*: No more than one page per project; include all projects receiving funding from any Sea Grant program during the previous five years. If the PI or co-PI has received Alaska Sea Grant funding in the past five years, information on the prior award(s) is required. If no Sea Grant support has been received in the last five years, then please indicate "No previous Sea Grant support."

The following information should be provided:

1. ASG award number, amount, and period of support
2. title of the project
3. major accomplishments of the project, including outreach
4. any publications resulting from the project
5. current status of any funded students

9. Letters of collaboration: Appropriate and relevant letters of collaboration may be included in an appendix. Letters should describe collaborative contributions; how project results will benefit a community, industry, or agency; and/or how benefits will be derived from new products, methods, technology, or other outcomes.

10. Data sharing plan (2 page limit): Environmental data¹ and information collected or created under Alaska Sea Grant grants or subawards must be made discoverable by and accessible to the general public in a timely fashion (typically within two years), free of charge or at no more than the cost of reproduction, unless an exemption is granted by National Sea Grant. Data should be available in at least one machine-readable format, preferably a widely used or open-standard format, and should also be accompanied by machine-readable documentation (metadata), preferably based on widely used or international standards.

Full proposals are required to include a data sharing plan that clearly outlines the means by which qualifying data will be made available in accordance with the above data policy (elaborated fully in the NOAA Data Sharing Directive <https://nosc.noaa.gov/EDMC/PD.DSP.php>). The written plan should be succinct, must not exceed two pages in length, and is not counted in the page limits for the rest of the proposal. *An optional data sharing plan template is available [here](#).*

A typical plan should include descriptions of the types of environmental data and information expected to be created during the course of the project, the tentative date by which data will be shared, the standards to be used for data/metadata format and content, methods for providing data access, approximate total volume of data to be collected, and prior experience in making such data accessible. The costs of data preparation, accessibility, or archiving may be included in the proposal budget. Accepted submission of data to the NOAA National Centers for Environmental Information (NCEI) is one way to satisfy data sharing requirements; however, NCEI is not obligated to accept all submissions and may charge a fee, particularly for large or unusual datasets.

Proposal submitters are hereby advised that the final pre-publication manuscripts of scholarly articles produced entirely or primarily with Alaska Sea Grant funding will be required to be submitted to Alaska

¹ **Environmental data** are defined as recorded and derived observations and measurements of the physical, chemical, biological, geological, and geophysical properties and conditions of the oceans, atmosphere, space environment, sun, and solid earth, as well as correlative data such as socioeconomic data, related documentation, and metadata. Digital audio or video recordings of environmental phenomena (such as animal sounds or undersea video) are included in this definition. Numerical model outputs are included in this definition, particularly if they are used to support the conclusion of a peer-reviewed publication. Data collected in a laboratory or other controlled environment, such as measurements of animals and chemical processes, are included in this definition. Personally identifiable information regarding human subjects must be properly protected or removed.

Sea Grant after acceptance, and no later than upon publication. Alaska Sea Grant will submit these manuscripts to the National Sea Grant library, where they will be made publicly available one year after publication by the journal. Attestation to these terms should be included in the data sharing plan.

If no environmental data are to be collected or created, then the data sharing plan should include a statement to that effect.

11. NEPA questionnaire: Please answer all of the questions and provide any supplementary material requested in the required [form](#).

VI. Review process and selection criteria

A multistep process is followed for selecting ASG competitive projects:

1. Submitted preliminary proposals are screened to ensure that eligibility criteria are met. ASG convenes a review panel consisting of ASG Advisory Committee members, ASG staff, and disciplinary experts. Proposals are evaluated on the basis of preliminary proposal evaluation criteria (Table 1). Full proposals are encouraged for those projects that rate highly by the panel, considering the funding level that is likely to be available.
2. Submitted and complete full proposals are distributed to external reviewers for written evaluation and comments, based on evaluation criteria (Table 1). Evaluation criteria are similar for preliminary and full proposals, with differences at each stage with respect to relative weighting.
3. ASG convenes a second review panel comprised of a broad selection of disciplinary experts. Panel members are provided with copies of the proposal and external reviews. The panel discusses each proposal individually and develops recommendations for funding.
4. ASG reviews all information available and makes final decisions on projects for inclusion in the ASG omnibus grant to National Sea Grant. Proposals selected for funding may be returned to applicants for revision prior to submission to National Sea Grant.
5. Contingent on the availability of funds received from National Sea Grant and satisfaction of any animal care and human subjects requirements, projects will be funded and implemented on or after February 1, 2020.

Table 1. Evaluation criteria

Criteria	Weighting Preliminary Proposal	Weighting Full Proposal	Elements
Relevance	40%	25%	Importance, relevance and applicability of proposed project to ASG strategic plan; 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 ASG 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.

Reporting requirements

All NOAA programs are required to report annually on their performance to NOAA leadership, OMB, and Congress. Thus, a part of the proposal evaluation will be based on outcomes and impacts of the research. The definition of “impacts” from the National Sea Grant Office:

Impacts are higher order, usually long-term results of a program’s activities that have significant scientific, economic or social benefits. Impacts may involve behavioral, policy, or economic changes. Seminal contributions to science are considered impacts especially if the research findings lead to major progress in a particular field, implementation of new technologies, or have a substantive bearing on an economic or societal issue. While breakthroughs do occur, it is important to realize that impacts are developed over the long term—both in the scientific arena and through sustained, integrated efforts by Sea Grant programs themselves.

Reporting requirements include submission of an annual report, a final report, and possible participation in Sea Grant–related meetings. Additional assistance may be requested in periodic updates and presentations for ASG outreach, education, and special reporting efforts. By accepting grants from Alaska Sea Grant, investigators agree to these requirements. Failure to submit timely reports may result in freezing of remaining grant funds and denial of future funding opportunities.

Federal funding sources shall be identified in all scholarly publications. An Acknowledgements section shall be included in the body of the publication stating the relevant project and award numbers. In addition, funding sources shall be reported during the publication submission process using the FundRef mechanism (<http://www.crossref.org/fundref/>), with funding acknowledgement to “Alaska Sea Grant, University of Alaska Fairbanks.”

VII. Contact information

Alaska Sea Grant staff members are available to discuss all aspects of proposals prior to submission:

Project scope, topic relevance to Alaska Sea Grant, questions about impacts

Heather Brandon, Director, (907) 796-5444 heather.brandon@alaska.edu

Ginny Eckert, Research Director, (907) 796-5450, ginny.eckert@alaska.edu

Outreach/engagement/environmental literacy/workforce development

Heather Brandon, Director, (907) 796-5444 heather.brandon@alaska.edu

Sunny Rice, Leader, Marine Advisory Program, (907) 772-3381, sunny.rice@alaska.edu

Marilyn Sigman, Marine Education Specialist, msigman@alaska.edu

Paula Dobbyn, Communications Manager, (907) 274-9698, paula.dobbyn@alaska.edu

Marine Advisory Program Agents, a full list available at <https://alaskaseagrant.org/about/directory/>

Program information, budget issues, and forms

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Developing and reporting impacts

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