Research & Development Grant -- Award Year (2017)
Full Proposal Form

Please remember to view the complete instructions on our website.

Full Proposal Due: April 12, 2017, 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 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

Project Director Information*

Prefix

- ○ Dr.
- ○ Miss
- ○ Mr.
- ○ Mrs.
- ○ Ms.

First Name

Last Name

Stage of Career

Organization

Department (optional)

Expertise (limit to 10 words)

1. Project Title* (up to 20 words)

[   ]

2. Total Budget*

[   ]

3. 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 full proposal 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.

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

Project Director is the individual designated by the applicant, who will be responsible for the scientific or technical direction of the project and have primary responsibility for the project and the submission of reports. Key personnel are individuals who share in the responsibility of the scientific or technical direction of the project and/or contribute to the intellectual design or execution of the project in a substantive, measurable way.

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

[   ]

Letters of intent (LOI) must be submitted via the online application system. LOIs submitted by other means (including mail, fax, or email) will not be considered.

4a. 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.

4b. Please list the name(s), affiliation(s), expertise, and project role of the key personnel in the order of their importance to the project.*

	Name of Key Personnel	Affiliation of Key Personnel	Expertise (limit to 10 words)	Project Role
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

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9.

10.

4c. If the number of key personnel exceeds 10, please list the names, affiliations and expertise of the remaining key personnel.*

5. Is the project director or any key personnel involved in other full proposals for Research & Development Grant -- Award Year 2017?*

Individuals may be involved as a project director and key personnel, or as key personnel, in up to three letters of intent and their associated full proposals.

○ Yes

○ No

5a. Project Director or Key Personnel's involvement in other full proposals*

List the names of the key personnel who are involved in other full proposals for Research & Development Grant -- Award Year 2017 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.

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

○ Yes

○ No

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NOTE: All projects involving human subjects must have approval from an institutional review board (IRB), unless they qualify for an exemption from IRB review, before an award can be made. Where IRB approval is required, proposers should file their proposal with their local IRB at the same time the proposal is submitted to the Gulf Research Program, so that the approval procedure will not delay the award process. A proposal may be submitted to the Gulf Research Program without IRB approval; but if the proposal is selected for funding, award will be made conditional upon IRB approval within 60 days of the notice of conditional award.If a proposed project involving human subjects is exempt from human subjects regulations [see 45 CFR 46.101(b)], the applicant must provide documentation that an IRB (or some 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.

7. Project Summary* (up to 500 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. It should not be as technical as a typical abstract. It should briefly describe the following:

- The project objectives and their relevance to   understanding systemic risk in the offshore oil and gas environment systemic risks leading to uncontrolled hydrocarbon release

- Clearly articulate how the proposed project will fill a gap in fundamental science or provide the scientific basis for the development of new technologies, processes, or procedures aimed at understanding systemic risk that leads to uncontrolled hydrocarbon release.

- The project outputs and how they can be used immediately by the offshore oil and gas industry and/or its regulators to alter operating processes or to spur further research.

8. Project Description* (up to 5,000 words)

The project description should provide a clear statement of the work to be undertaken. It must include the following:

- Description of how the objectives and outputs of the proposed project are relevant to the opportunity and challenges outlined in the RFA and address the following:

- o What is the gap in the fundamental science or technology that the proposed project seeks to fill to advance understanding of systemic risks leading to uncontrolled hydrocarbon release in the offshore oil and gas environment?

- o What is the potential contribution to the current body of knowledge regarding systemic risk in the oil and gas environment, specifically:

  - ▪ What is the scientific understanding that the proposed project seeks to advance?

  - ▪ How will the project outputs apply to the prevention of uncontrolled hydrocarbon release?

- A general plan of work that outlines what proposers want to do, why they want to do it (i.e. project aims and research hypothesis), and how the proposed project team is essential to the success of the project. Description should include the broad design (i.e. theoretical framework, conceptual model or rationale that guides the design of the project), implementation plan that includes methods, tools, and approaches that are appropriate to the research question and that demonstrates the feasibility of the activities to be undertaken.

- Relation to the present state of knowledge in the field to the work being proposed.

- A description of the potential impacts on the safety of offshore oil and gas operations, if this project is successful.

  - o How would the project outputs reduce the likelihood of the next oil spill?

  - o A plan for communicating and disseminating project results to relevant stakeholders to increase the impact of the proposed project.

- If key personnel other than the project director are included in the project, a description of each person's role.

NOTE: The textbox for Project Description does not support equations, figures, or tables. Applicants may upload a PDF document with a list of equations, applicants may include up to 5 illustrations (for example, figures and tables) in the PDF to support the project description. If the total number of optional illustrations in the PDF exceeds 5, only the first 5 that appear in the document will be considered in the peer review.

9. 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 5,000-word limit of the Project Description.

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

To facilitate sharing of data and information products, all full proposals submitted to the Gulf Research Program must include a data management plan. (Note: 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 information products are expected to be produced from this project." Please see the Gulf Research Program's Data Management Policy.

11. Budget Justification* (up to 1,000 words)

The amounts requested for each budget line item should be documented and justified in the budget justification. Please click here to see a sample budget justification.

12. Facilities, Equipment, and Other Resources* (up to 500 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. 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.

13. Attachments

To include attachments to your full proposal, you must upload them from the application dashboard.

Optional Attachments to Support Project Description

1. Equations, Figures and Tables. The textbox for Project Description does not support equations. Applicants may upload a PDF document with a list of equations to support the project description. In addition to the list of equations, applicants may include up to 5 illustrations (for example, figures and tables) in the PDF to support the project description. If the total number of optional illustrations in the PDF exceeds 5, only the first 5 that appear in the document will be considered in peer review.

2. Letters of Support. Applicants may upload a PDF document with letters of support from collaborators or from applicable offshore oil and gas stakeholders. Please combine all letters of support into a single PDF document before uploading it as an attachment.

Required Attachments to Complete Application*

1. Budget Form. Please complete the <u>budget form</u> and upload it to the online application system. Budget requests should be developed commensurate with the support needed to achieve the project goals. Please note that cost sharing is prohibited.

2. Resumé(s) of the project director, and other key personnel if applicable. A resumé (limited to two pages for each person) is required for each individual identified as project director and key personnel. Please click <u>here</u> to see the resumé specification. Please combine all resumés into a single PDF document before uploading it as an attachment.

3. Current and Pending Support. Upload the <u>form</u> to provide information on the current and pending support of the project director, and other key personnel if applicable.

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

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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.