

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.

# Research & Development Grant -- Award Year 2017

## Letter of Intent

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**Please remember to view the complete instructions on [our website](#).**

Letter of Intent Due: February 1, 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\*:**

Name

Organization Name

Expertise

### **1. Proposed Title of Project\* (up to 20 words):**

Please provide a short title that captures the essence and communicates the importance of the proposed project to a non-technical reader.

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

The 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.

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

**2a. 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 of Key Personnel	Project Role
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
9.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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**2b. If the number of key personnel exceeds 10, please list the name(s), affiliation(s), expertise, and project roles of the remaining key personnel.\***

**3. Is the project director or any key personnel involved in other letters of intent for Research & Development Grants -- 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.

- ☐ Yes
- ☐ No

**3a. Project Director or Key Personnel's involvement in other letters of intent\***

List the names of the key personnel who are involved in other letters of intent for Research & Development Grants - 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.

**4. Objectives and Relevance\* (up to 150 words)**

What are the objectives of the proposed project, and how are the objectives relevant to:

- understanding systemic risk in the offshore oil and gas environment?
- systemic risks leading to uncontrolled hydrocarbon release?

(By understanding systemic risk, we mean understanding the components of the system, the system itself, and how humans interact with the system, in which failure of any part could lead to failure of the whole system.)

**5. Overview of Proposed Project\* (up to 500 words)**

The overview should be written in the third person, informative to other persons working in the same or similar fields, and, insofar as possible, understandable to a scientifically or technically literate lay reader. It should:

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- 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.
- Describe the current state of knowledge of the issue to be addressed.
- Provide sufficient detail to allow selection of reviewers.

## 6. Outputs and Stakeholder Involvement\* (up to 250 words)

- What are the project outputs?
- How will the project outputs be applied to the prevention of uncontrolled hydrocarbon release?
- How will the proposed project plan ensure that outputs are applicable to offshore oil and gas stakeholders?

## 7. 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.