REQUEST FOR PROPOSALS
BIENNIAL RESEARCH COMPETITION

Funding Period: February 1, 2022 to January 31, 2024

AWARD INFORMATION FOR 2022-2024 FUNDING CYCLE:

For this solicitation, NJSGC anticipates funding:

- **Up to seven (7) proposals with a maximum budget of $70,000 per year for two (2) years.**
- **Up to seven (7) proposals with a maximum budget of $20,000 per year for two (2) years.**
- **Total funding available combined is $490,000 per year for two (2) years.**
- **Proposals will be reviewed as two separate groups according to funding requested.**

DEADLINES FOR APPLICATIONS:

- **Preliminary Proposals: February 15, 2021 by 5:00 pm EST**
- **Full Proposals: June 18, 2021 by 5:00 pm EDT**

PLEASE NOTE: The opportunity to submit a full proposal is contingent on the timely receipt of a pre-proposal.

ABOUT NEW JERSEY SEA GRANT CONSORTIUM

New Jersey Sea Grant Consortium (NJSGC) brings together the region's colleges, universities, and other entities with expertise in marine, coastal, and estuarine science and an interest in the policies that govern New Jersey's coastal environments and assets. Collectively the organization works to advance knowledge and wise utilization of New Jersey's marine, coastal and estuarine resources and make a positive impact on marine and coastal policy for the region. For more information about NJSGC, its programs, and its current Strategic Plan, please visit http://njseagrant.org/.

NJSGC is also the host institution for the National Sea Grant College Program (NSGCP) in New Jersey and is part of a network of 33 programs administered by the National Oceanic and Atmospheric Administration (NOAA) dedicated to wise utilization and well-informed management of the Nation's coastal and Great Lakes resources. NJSGC is funded by NOAA and the NSGCP through a four- year grant to provide research, education, and outreach programs informed by sound science that promote sustainable use of New Jersey's coastal and marine resources. Funding for this grant is allocated in the Federal Omnibus Budget and must be approved by Congress annually. This solicitation is directed towards the research program for that will be part of NJSGC's omnibus cycle that begins on February 1, 2022 and ends on January 31, 2024. Descriptions of current and past omnibus research projects can be found on NJSGC's website.

I. GENERAL APPLICATION INFORMATION

The purpose of this solicitation is to invite research proposals for the upcoming NJSGC's omnibus grant period (February 1, 2022 -January 31, 2024). The application process has two steps. First, to submit a full proposal, prospective investigators must submit a pre-proposal that adheres to the guidance here. Pre-proposals undergo an extensive review, after which a subset will be encouraged for submission as full proposals. Second, prospective investigators must submit a full proposal that adheres to the guidance here. Even if a pre-proposal is not encouraged by NJSGC's review team for full proposal submission, prospective investigators may still prepare and submit a full proposal. It will be evaluated and reviewed in the same manner as the proposals that were encouraged.

Original, innovative proposals that target the research priorities and principles described here are welcomed. NJSGC is interested in funding proposals from all qualified investigators, particularly those from institutions with a history of under-funding from Sea Grant and/or from under-represented populations that:

- Engage and support students and promote workforce development;
- Demonstrate an integrated approach to research, outreach, and engagement;
- Engage NJSGC's extension, communications, and/or education professionals to support the transition of applied research into useful applications that address the needs of New Jersey's coastal residents and stakeholders;
- Involve stakeholders and end-users throughout all phases of the project, including identifying need and the statement of the problem at the pre-proposal stage;
- Strive to contribute to increased STEM literacy, greater stewardship, and the ideals of diversity and inclusion.

In addition, in the interest of a balanced research portfolio that engages the broadest possible range of eligible applicants, this RFP incorporates input from many of NJSGC's academic partners who have emphasized the hurdles faced in competing for research dollars. As a result of these discussions, proposals are being solicited at two funding levels, and greater emphasis has been placed on stakeholder and student involvement as well as engagement of diverse audiences.

A. INVESTIGATOR ELIGIBILITY

NSGCP and NJSGC are committed to building an inclusive program that serves all people including those with unique needs, circumstances, perspectives, and ways of thinking. Eligible applicants of all ages, races, ethnicities, national origins, gender identities, sexual orientations, abilities, cultures, religions, citizenship status, marital status, job classifications, veteran status, and socioeconomic status are encouraged to apply.

To be eligible, project principal investigators (PIs) must be affiliated with a New Jersey university, two or four-year college, research laboratory, museum, or other non-profit or tribal institution with a research or science-based mission. Project co-principal investigators (Co-PIs) must be affiliated with the aforementioned types of institutions, even if located out of state. Investigators may submit multiple applications in both funding categories as the PI or Co-PI; however each application must describe a clearly distinct project and be prepared and submitted separately.

NJSGC encourages multi-institution, multi-disciplinary, and multi-investigator applications but individuals from state and federal agencies and for-profit and foreign organizations cannot apply for direct support. However, their contribution may qualify as matching funds (see **Section B**) for the project. NJSGC also welcomes proposals for cooperative projects that engage eligible research institutions with the private sector.

B. BUDGET and REQUIRED COST SHARE (MATCH)

The duration of the funding period for projects is February 1, 2022 to January 31, 2024. Please note budgets at either funding level may include indirect costs and must include the required 2-to-1 match (for every $2 requested of federal Sea Grant funds, $1 in non-federal matching funds must be provided by the proposer). All awards are contingent on the availability of federal funds to NJSGC through NOAA/NSGCP from the FY 2022 and FY 2023 federal budgets.

Federal law requires that NJSGC provide a **non-federal cost share** (match) of at least 50% or $1 for every $2 of federal funds it receives. For all awards made through this solicitation, cost share is the applicant's responsibility. Cost share sources must be clearly identified and projects selected for funding will be required to provide documentation supporting the funds claimed on each invoice submitted. Cost share must be expended during the same time period as the project and may be provided as cash or from acceptable in-kind resources. Examples of cost share or matching sources include: non-federally supported salaries wages and benefits of those working on the project; expendable supplies and equipment; ship time; donated volunteer time, calculated at a reasonable hourly rate; supplies; space or equipment; tuition waivers for students involved in the project; and unrecovered indirect costs. Matching funds do not necessarily have to come from the PIs' home institution. Foundation, state or local grants, and other non-federal funds, including funds from private and/or industry sources, are eligible sources of matching funds if documented approval is provided at the time of application from those sources.

C. STUDENT ENGAGEMENT AND WORKFORCE DEVELOPMENT

Workforce development through the inclusion of pre-college, undergraduate, graduate students or post-doctoral researchers is a required component for funding. Only in exceptional cases will research projects be funded that lack the significant involvement of undergraduate or graduate students or post-doctoral researchers. NJSGC encourages projects that include direct student support in proposed budgets as well. Furthermore, NJSGC and NSGCP encourages applicants to recruit and engage students and fellows from under-represented groups, individuals with disabilities, and individuals from economically or educationally disadvantaged backgrounds that may have limited ability to increase their STEM (science, technology, engineering and math) literacy and/or to pursue careers in STEM-related fields.

D. OUTREACH PLAN

Community engagement and societal relevance are critical to all Sea Grant efforts. Each proposal submitted to NJSGC must include a detailed outreach plan that describes how broader audiences can use and benefit from anticipated results. Research projects that offer benefits and societal impacts to coastal communities, including those with stakeholders from under-represented or under-served groups, are strongly encouraged. A robust outreach plan should define the target audience(s), the rationale for choosing the target audience(s), planned activities with the target audience(s), and how the effectiveness of the outreach plan will be evaluated.

Because NJSGC supports scientific excellence that addresses relevant coastal issues and achieves broader impacts including, but not limited to policy, management, education (formal and/or informal), and socio-economic impacts, the application of research results through NJSGC's extension, communications, and education programs or by other means is a key consideration in selection for funding. PIs are strongly encouraged to contact NJSGC extension, communications, and/or education personnel well in advance of the application deadline to help prepare the outreach section of their proposal. Please note all funded PIs will have an NJSGC liaison assigned to them if they did not identify one in their proposal. The liaison will assist the PI in ensuring the integration of outreach into the research. Collaboration with industry and/or state and regional agencies is also encouraged.

E. DATA SHARING PLAN

All proposals submitted in response to this RFP must include a data sharing plan that describes how the proposer will meet NOAA's data regulations which require all data and information collected and/or created under all Sea Grant-funded projects be made visible, accessible, and independently understandable to general users free of charge or at minimal cost in a timely manner (typically no later than two years after the data are collected or created), except where limited by law, regulation, policy or by security requirements. The requirement has two basic parts: (1) environmental data generated by a grant project must be made available after a reasonable period of exclusive use, and (2) the grant application must describe the plan to make the data available. PIs are expected to execute these plans. If the proposed project will produce environmental data, it must conform to NOAA's Data Sharing Directive for Grants, Cooperative Agreements, and Contracts. Funds may be budgeted in the project proposal for data management. If the proposed research will not generate environmental data, then a data sharing plan must be included in the proposal that states "This project will not generate any environmental data."

For the pre-proposal phase, a statement must be included from the lead PI that attests to adherence to NOAA regulations (the lead PI must be the data steward) and describes the content of dataset, the general format of the dataset, post-processing of data (QA/QC), where data will be stored, and anticipated release date of dataset. For full proposals, refer to the Data Management Plan Form on NJSGC's website.

F. POST AWARD REPORTING

Specific reporting is required by the National Sea Grant Office (NSGO) for each NJSGC-funded research project. These reports collect information about project participants, students supported, research activities and outcomes, publications, tools and technologies developed and used, management and decision-making processes influenced, educational products and programs produced, and other metrics critical to NJSGC's own annual performance evaluation. Although not all projects are expected to have information to report in all categories, each funded project is expected to contribute significantly to NJSGC's impacts in New Jersey. It is the responsibility of funded PI's to provide all reports to NJSGC on a timely basis. In turn, NJSGC is obligated to file these reports with NSGO. These reports include a progress report, a final report, and an annual report, also referred to as the PIER (Performance, Implementation, Evaluation and Resources) report. If for any reason the project is terminated before the stated contract date, a final report and an annual PIER report is still required. In addition, and in conjunction with the PI's business office, required fiscal reports must be filed with NJSGC's Grants and Contracts Manager on a timely basis.

G. IMPORTANT NOTES

• Investigators are encouraged to contact NJSGC's Director of Research and Extension to discuss ideas and ask pertinent questions including inquiries about the application and review process.

• Deadlines are firm. Late proposals will not be accepted.

• This solicitation contains specific formatting, content, and submission instructions that must be adhered to for each preliminary proposal, full proposal, and/or program development proposal submitted. Failure to meet these requirements is grounds for rejection of an application without review.

• Funding of projects is contingent upon federal allocations to NJSGC and NSGCP. Federal allocations are subject to annual approval by the United States Congress.

• A proposal may be removed from further consideration at any point in the process if an investigator has overdue obligations to NJSGC from a previous research contract.

II. RESEARCH PRIORITIES

For this cycle, NJSGC is seeking proposals that correspond to its current Strategic Plan. To support the implementation of this plan while best reflecting the current science and policy needs of New Jersey's coast, estuaries, and watersheds, the following research priorities were determined by a diverse group of stakeholders including NJSGC's Sea Grant Advisory Committee, Stakeholder Advisory Board, the Board of Trustees, Member Institution Representatives, and other interested partners and stakeholders. These priorities, divided by the strategic focus area they correspond to, are listed below. For detailed information on each of these strategic focus areas please refer to NJSGC's current Strategic Plan.

In the interest of a balanced research portfolio and a research program that best supports NJSGC's Strategic Plan, please note that, in consultation with NJSGC's Director of Research and Extension and the members of a technical review panel, NJSGC's Executive Director reserves the right to distribute fundable projects across the four focus areas.

HEALTHY COASTAL ECOSYSTEMS

1. Develop and assess stormwater best management practices, models, or green infrastructure technologies that communities can use to reduce stormwater impacts to coastal water bodies in regards to water quality (e.g., eutrophication, acidification, or chemical contaminants).

2. Investigate or model the impacts of climate change, sea level rise, or saltwater inundation on New Jersey coastal habitats (e.g., tidal freshwater wetlands, salt marshes, high marsh, dunes, or maritime forests) in regards to their plant communities in response to methane emissions, marsh migration, or soil dynamics, etc.

3. Develop and assess citizen science protocols for long-term monitoring of ecological solutions of natural/nature based features.

4. Investigate and evaluate the current and future effects of climate change (e.g., temperature, ocean acidification, sea level rise, hypoxia, or their interactions) on coastal, estuarine, and marine organisms (including life history and morphological or physiological responses), their ecology, or their ecosystem, particularly on critical habitats for fisheries.

5. Develop and evaluate tools and techniques for adaptation to climate change or sea level rise (including retreat or adaptation) of environmental infrastructure (human built and natural) that address mitigation, restoration, and response planning for natural systems.

6. Evaluate impacts of offshore wind farms on local physical oceanography (e.g., current speeds and direction, wave dynamics, seasonal differences, etc.), especially in association with habitat use or abundance changes in nektonic, sestonic, or benthic organisms.

SUSTAINABLE FISHERIES AND AQUACULTURE

1. Identify and evaluate biological, ecological, management, or conservation impacts on recreational, commercial, and other species of interest (e.g., prohibited/endangered/etc.) from threats such as warming waters, reduced nursery grounds, HABS, sand mining, energy development, or negative fishing practices, etc.

2. Assess impacts of increased offshore wind development (including inshore infrastructure such as cable landings), on recreationally and commercially important, marine and coastal finfish or shellfish, or species of concern (e.g., sharks, highly migratory species, or threatened / endangered species such as whales and sea turtles).

3. Evaluate the current and future impacts of climate change (e.g., temperature increase, sea level rise), ocean acidification (including estuarine and coastal acidification), habitat loss, pollution, hypoxia, invasive species, or their interactions on wild and/or aquacultured finfish/shellfish or on the commercial/recreational fishing and marine aquaculture industries in New Jersey.

4. Develop and evaluate innovative technologies for sustainable aquaculture through genetically improved stocks, alternative species, or new farming/hatchery production technologies that would contribute to the sustainable development of aquaculture in New Jersey including technologies that enhance the resilience of the aquaculture industry, especially in response to disease and climate change.

5. Quantify the economic impacts of management decisions (e.g., regulatory closures, shortened seasons, size restrictions, reduced bag limits) and regulatory processes on the fishing or aquaculture industry (e.g., management decisions in regards to recreational versus commercial fisheries).

6. Evaluate the impacts of different types of aquaculture equipment and operations on wild species (including threatened and endangered species), and provide recommendations for specific Best Management Practices to reduce these impacts (e.g., floating vs. bottom cages, microbial contamination, risk of entanglement, etc.).

RESILIENT COMMUNITIES AND ECONOMIES

1. Conduct environmental and socioeconomic analysis to identify the costs and benefits of targeting different areas on the NJ coastline to explore scenarios, strategies and rationale for implementing managed retreat as a part of storm recovery and coastal planning.

2. Identify and assess the barriers or tipping points (social, cultural, or economic) for individuals or communities (including receiving communities) to undergo climate change migration.

3. Develop and assess models to better understand processes of climate migration and climate gentrification, and how different segments of the population and housing markets are reacting to growing flood risks.

4. Determine, assess, evaluate, or model the value of ecological adaptations to reduce community vulnerability to sea level rise, maintain healthy coastal ecosystems, reduce costs of natural or human-caused disasters, protect critical infrastructure, minimize economic impacts of climate change, reduce the impact of climate stressors on natural systems, or preserve habitat and migration corridors.

5. Develop and evaluate coastal resilience and community planning models that incorporate social vulnerability of communities in order for coastal communities to make better informed decisions.

6. Assess the social, economic, and cultural impacts of continued growth of coastal communities on traditional coastal industries such as fishing and tourism, and the people they support, including impacts on their way of life (e.g., closure of fishing beds, access to beaches and waters, or access of charter fishing industry).

ENVIRONMENTAL LITERACY AND WORKFORCE DEVELOPMENT

1. Investigate, strengthen, and evaluate mechanisms, strategies, networks, or tools for citizens or communities to be involved in monitoring, incident reporting of coastal issues/problems, or implementation of coastal adaptation that is facilitated by two-way communication between them and policymakers.

2. Assess impacts and effectiveness of the new climate change science standards recently adopted in New Jersey on PreK-12 student learning, on curricular development and dissemination methods, or on new methods for professional development opportunities for educators.

3. Develop and assess appropriate informational, educational, or communication tools for a variety of stakeholders that have the potential to improve understanding of climate change (including ocean acidification), sustainable marine-based energy development (e.g., offshore wind, tidal, and wave), or their interrelationships.

4. Examine and assess effectiveness of methods or programs (through the development of a compendium of best practices) that aim to increase the awareness of school-aged children to ocean, coastal, and estuarine-related careers or higher education opportunities.

5. Identify the existing knowledge systems in under-resourced and under-represented communities for accessing information about the ocean and coastal environment; determine the measures required to ensure appropriate and effective participation of diverse populations in ocean and coastal education and research; and develop methods so that these populations and their knowledge systems will be more empowered and engaged in ocean research, monitoring, and management in order to build capacity that is more reflective of New Jersey's under-resourced and under-represented populations.

6. Develop and evaluate new marine and coastal science curricula using the updated New Jersey Science Standards that can effectively incorporate local impacts or case studies to boost the connectivity of climate science to students and their home communities.

III. PROPOSAL PREPARATION INFORMATION

Each application (pre-proposal, full proposal or program development grants) must be prepared using the following formatting: Single-spaced, 8.5 x 11 page size, 1" margins, 12 point type, Times New Roman preferred.

A. PRELIMINARY (PRE) PROPOSAL GUIDANCE

- **Pre-proposals due February 15, 2021 by 5:00 pm EST**
- **PIs notified of status: Week of April 19, 2021**

Each PI must submit a pre-proposal in order to submit a full proposal. Pre-proposals should present a succinct but sufficiently detailed synopsis of the project that will enable reviewers to evaluate the relevance of the project to NJSGC's research priorities and Strategic Plan, its technical feasibility, and the PI's qualifications. Pre-proposals undergo an extensive review, after which a subset will be encouraged for submission as full proposals. However, even if a pre-proposal is not encouraged by NJSGC and its review team for full proposal submission, the PI may still prepare and submit a full proposal which will be evaluated and reviewed in the same manner as full proposals that were encouraged.

WHAT TO INCLUDE:

Include each of the following elements in the order listed below:

1. Pre-Proposal Cover Page: Complete and include NJSGC's Pre-proposal Cover Page. Please note institutional signatures are not required. Only the PI's signature is necessary at the pre-proposal stage.

2. Abstract Page: On a separate page, include a title (16 words or less), the name, position, and affiliation of the PI and each Co-PI involved in the project, and an abstract that clearly and concisely describes your project in terms that would be understandable by individuals who are not expert in your field. State the short and long-term project objectives, methodologies, and rationale of the proposed project. Emphasize the importance, relevance, application, and value to Sea Grant constituents, including expected benefits. Limit your abstract to 300 words.

3. Project Narrative: Not to exceed two (2) pages. Project narrative includes:

- Proposal title
- Statement of the problem or opportunity to be addressed
- Project goals and objectives (short and long-term) and/or hypothesis to be tested
- Research Plan (methods and approach to be used in accomplishing the stated objectives)
- Application (describe the potential for practical application)
- Summary of the relevance of the project to a specific NJSGC Strategic Plan focus area(s) and corresponding research priorities. Include a rationale that stresses the importance of the project, who the actual or potential users are, and how they are involved or will benefit from the project.
- List of other state, federal or private organizations that will be involved in your project. Briefly describe their level of participation, including how they were involved in defining the research proposed or any funding or in-kind services to be contributed.
- Literature cited (not included in 2-page limit)

4. Description of Outreach, Student Support, and Data Management Plan: Not to exceed one (1) page. For specific information on these elements, refer to C, D, and E of Section I (General Application Information) of this RFP.

5. Curriculum Vitae: Not to exceed two (2) pages per investigator.

6. Budget Page: Complete and submit Budget Form 90-4. Note that non-federal matching funds are required. At the pre-proposal stage, prepare and include only one budget form for both years combined. Please note that at the full-proposal stage, total budget must be distributed equally over the two years. See general information about preparing your budget in **Section I.B.**

7. Budget Justification: On a separate page, provide a line-by-line explanation of each category of funding requested on your budget page. Include the breakdown of calculations used to arrive at the amount in each line of your budget.

PLEASE NOTE: No ancillary materials are permitted at the pre-proposal stage.

HOW TO SUBMIT YOUR PRE-PROPOSAL

You must submit your completed pre-proposal package electronically as one (1) electronic file (single, PDF format only) to NJSGC's Research Associate Ms. Jody Sackett by February 15, 2021 at 5:00pm EST. Following your submission, you will receive an email confirmation from Ms. Sackett for your records. Please contact Ms. Sackett if you do not receive confirmation by 7:00 pm EST on February 15, 2021.

PRE-PROPOSAL EVALUATION AND NOTIFICATION

Pre-proposals will be reviewed and ranked as two separate groups according to funding requested ($140K or $40K per two year project) by a Technical Review Panel (TRP) comprised of subject matter experts and NJSGC's Stakeholder Advisory Board (SAB) comprised of stakeholders from New Jersey. NJSGC's administrative staff will also conduct a review of all pre-proposal applications to ensure completeness and compliance with proposal formatting and other preparation and submittal instructions. If a pre-proposal does not adhere to these instructions it may not move forward to the technical review.

The TRP will meet to review pre-proposals based on the evaluation criteria listed below. Please note that TRP members operate within procedures that strictly avoid any conflict of interest. Based on panel evaluations, investigators may be asked to modify objectives, work plans, or budgets for full proposals.

The criteria for the TRP will be:

- Technical and Scientific Merit (30 pts)
- Responsiveness to NJSGC's current Strategic Plan and corresponding research priorities (25 pts)
- Outreach Plan (15 pts)
- Student involvement and potential to engage diverse/and or under-represented student populations (15 pts)
- Data Management Plan (5 pts)
- Professional Qualifications of the Investigators (5 pts)
- Budget and Budget Justification (5 pts)

The criteria for the SAB will be to assess:

- Ability to advance NJSGC's current Strategic Plan and research priorities (40 pts)
- Potential for practical application of research and potential for achievement of outreach plan as stated in pre-proposal (30 pts)
- Expected benefits (15 pts)
- Student involvement and potential to engage diverse/and or under-represented student populations (15 pts)

B. FULL PROPOSAL GUIDANCE

- **Notification of status of pre-proposal: Week of April 19, 2021**
- **Full proposals due: June 18, 2021 by 5:00 pm EDT**
- **Final selection, all PIs notified: On or before September 20, 2021**
- **Funded projects begin: February 1, 2022 (contingent on receipt of federal funding)**

PLEASE NOTE: All prospective applicants must have submitted a pre-proposal to submit a full proposal. Pre-proposals undergo an extensive review with a subset encouraged for submission as full proposals. However, even if a pre-proposal was not encouraged by NJSGC and its review team for full proposal submission, the PI may still prepare and submit a full proposal which will be reviewed and evaluated by NJSGC and its independent review team in the same manner as those encouraged to submit after the pre-proposal phase.

WHAT TO INCLUDE

Include each of the following elements in the order listed below:

1. Full Proposal Cover Page: Complete and include NJSGC's Full Proposal Cover Page. Please note this form must be signed by the Principal Investigator (PI) and an Authorized Institutional Representative.

2. Abstract Page: On a separate page, include a title (16 words or less), the name, position, and affiliation of the PI and each Co-PI involved in the project, and an abstract that clearly and concisely describes your project in terms that would be understandable by individuals who are not expert in your field. State the short- and long-term project objectives, methodologies, and rationale of the proposed project. Emphasize the importance, relevance, application, and value to Sea Grant constituents (expected benefits). Limit your abstract to 300 words.

3. Project Narrative: The project narrative contains the description and any graphical components of the proposal. Your proposal should follow and fulfill the following headings in the order listed. These headings reflect NJSGC and NSGCP/NOAA requirements. **A 12-page limit** applies to the narrative which includes tables and figures. Failure to adhere to these guidelines is grounds for return without review. Project narrative must include:

- Project title (generally the same as pre-proposal title and 16 words or less), and the name, position, and affiliation of the PI and each Co-PI should be presented at the top of the first page of text.
- Statement of Problem
- Project Goals and Objectives

- Detailed description of the relevance of the project to New Jersey and NJSGC's current strategic goals and corresponding research priorities. Include a rationale that stresses the importance of the project, who the actual or potential users are, and how they are involved or will benefit (e.g., environmental, social or economic) from the project.
- Research Plan
- List state, federal, or private organizations that will be involved in your project and describe their level of participation including funding to be contributed.
- Statement of expected outcomes for each year of the project and the potential benefits of the proposed work to the economy, environment, and society.
- Outreach/Extension Plan
- Student Involvement Plan and potential to engage diverse/and or under-represented students.
- Data Sharing Plan: Describe in detail your data management plan using the provided template (see description in general information).

4. Additional Required Materials (not part of the 12-page Project Narrative limit)

- Project Milestone Chart
- Literature Cited
- Letter(s) of Support: Letter(s) of support should be concise and, as applicable, should include:
  - Background information on the letter writer's relationship to the research project and the applicant
  - Potential impact of research findings to the letter writer's institution or community
  - Description of any in-kind involvement and/or monetary support to be provided
  - Role the letter writer will fulfill in the project
  - Familiarity with the credentials, work, and goals of the applicant
  - History of prior work or collaborations with applicant and/or the team
  - Status of any ongoing partnerships
- Information for each Investigator (lead PI first):
  - Curriculum Vitae – Not to exceed two (2) pages per Investigator.
  - Current and pending federal grant supports from all sources (complete and include NJSGC's Current and Pending Support Form).
  - A list of all peer-reviewed articles (published and in-press only) with NJSGC publication numbers that have resulted from your Sea Grant-funded research, if any, in the past five years.
  - Titles of student dissertations and/or theses supported by NJSGC-funded research in the past five years, if any.

5. Budget Pages: Submitted on three separate Sea Grant Budget Form 90-4 (Year 1, Year 2, and combined). Matching funds are required; applicants must include a non-federal contribution of at least $1 for every $2 of federal support requested. See general information about preparing your budget including acceptable sources of matching funds in **Section I.B.**

Subcontractors must provide their own budget pages using Budget Form 90-4 (Year 1, Year 2 and combined). **NOTE:** Total budget amount must be distributed equally over the two years.

6. Budget Justification: On separate pages, provide a line-by-line explanation of each category of funding requested on your budget page for each year. Include the breakdown of calculations used to arrive at the amount in each line of your budget. Subcontractors must also provide their own budget justifications for each year.

HOW TO SUBMIT YOUR FULL PROPOSAL

The Principal Investigator must submit all components of the full proposal as one (1) electronic file (single PDF format only) to Sea Grant Research Associate Ms. Jody Sackett **by June 18, 2021 at or before 5:00 pm EDT.** Following your submission, you will receive an email confirmation from Ms. Sackett for your records. Please contact Ms. Sackett if you do not receive a confirmation by 7:00 pm EDT on June 18, 2021.

FULL PROPOSAL REVIEW AND EVALUATION PROCESS

Administrative Review

NJSGC's administrative staff will also conduct an administrative review of all full proposals to ensure completeness and compliance with proposal preparation and submittal instructions. If a full proposal does not adhere to these instructions, it may not move forward to the technical review.

External Peer Review

Each full proposal will be reviewed for scientific merit by at least three out-of-state scholars or specialists with expertise relevant to the proposed research. Their written reviews will be provided to the Technical Review Panel (TRP). Like the TRP, external peer reviewers must operate within procedures that strictly avoid any conflict of interest.

Technical Review

Full proposals will be reviewed and ranked as two separate groups according to funding requested ($140K or $40K) by a TRP that is comprised of subject matter experts from the region. NJSGC's federal program officer will be an ex-officio member of this review panel. The rating criteria for the TRP will be:

- Technical and Scientific Merit (40 pts)
- Responsiveness to NJSGC's Strategic Plan and research priorities and expected benefits (15 pts)
- Outreach Plan (15 pts)
- Student involvement and potential to engage diverse/and or under-represented student populations (15 pts)
- Data management plan (5 pts)
- Professional qualifications of the investigators (5 pts)
- Budget (5 pts)

Please note, in the interest of a diverse and balanced research portfolio that corresponds to and supports NJSGC's current Strategic Plan, in consultation with NJSGC's Director of Research and Extension and the members of the Technical Review Panel, NJSGC's Executive Director may distribute fundable projects at their discretion. Final selection of proposals is subject to the approval of NJSGC's letter of intent by NJSGC's federal program officer.

NOTES FOR FUNDED PROJECTS

- **PIs of successful proposals will be required, when relevant, to submit documentation of approval for any Institutional Review Board (IRB) or Institutional Animal Care and Use Committee (IACUC) compliance.**

- **All proposals recommended for funding will require completion of an Abbreviated Environmental Compliance Questionnaire prior to submission by NJSGC to NSGO.**

- **All proposals recommended for funding will require completion of a 90-2 Project Summary Form (Proposal Summary Form 90-2) prior to submission by NJSGC to NSGO.** Please note: this document will be submitted as an Excel file.

- **All funded projects will be required to include acknowledgment of NJSGC support and resources which contributed to the final project.**

CONTACTS FOR QUESTIONS AND ADDITIONAL ASSISTANCE

For general submission questions: Ms. Jody Sackett, Sea Grant Research Associate, 732-872-1300, ext. 20, jsackett@njseagrant.org

For questions on collaborations, priorities, evaluation criteria, data management: Dr. Peter Rowe, Acting Executive Director, Director of Research and Extension, 732-872-1300, x 31, prowe@njseagrant.org

For questions on extension: Mr. Mike Danko, Assistant Director of Extension, 732-872-1300, ext. 29, mdanko@njseagrant.org

For questions on education: Ms. Diana Burich, Acting Director of Education, 732-872-1300, ext. 16, dburich@njseagrant.org

For questions on budget preparation: Ms. Debra Burd, Acting Fiscal Officer, 732-872-1300, ext. 23, dburd@njseagrant.org