

Instructions for Completing the Fiscal Year (FY) 2020 Funding Opportunity Cover Sheet

The FY 2020 Funding Opportunity Cover Sheet is a PDF form that provides the NOAA Office of Ocean Exploration and Research (OER) with summary information about a proposal.

A Funding Opportunity Cover Sheet must be submitted with all pre-proposal and all full proposal applications for the Ocean Exploration FY 2020 Funding Opportunity. Submission of a completed Cover Sheet is required in accordance with instructions provided in the FY 2020 Notice of Funding Opportunity ([NOAA-OAR-OER-2020-2006011](#)). ALL SECTIONS MUST BE COMPLETED IN FULL.

Below are the titles of the sections on the Funding Opportunity Cover Sheet and a description of the types of information requested under each heading.

- **PROJECT TITLE:** Choose a short (<100 characters) title that describes the project.
- **PRIORITY THEME:** Check one box next to the theme applicable to your topic.
- **PRINCIPLE INVESTIGATOR CONTACT INFORMATION:** Designate a single Principal Investigator and provide all listed contact information.
- **CO-PI CONTACT INFORMATION:** List up to two Co-Principal Investigators, including relevant contact information.
- **SIGNIFICANT PARTICIPANTS:** List the name(s) and institution(s) of up to two additional Significant Participants and their affiliate institutions.
- **BUDGET SUMMARY:** This section will autocomplete based on the Budget Table on page 2. It will show the requested dollar amount for each year of the grant, as well as the total request.
- **COLLABORATING INSTITUTIONS:** Provide the name(s) of any collaborating institution(s), the nature of any contribution, and the value of contributed support.
- **INFORMATION FOR FIELD OPERATIONS:** List the estimated start and end dates, total number of field days, maximum water depth the project operations will reach, and the approximate latitude and longitude of the project area. Provide a brief description of the geographic operating area.
- **OER FUNDING REQUEST VESSEL INFORMATION:** If OER funding for a vessel is requested to complete proposed operations, provide the name of the vessel(s), the institution that operates it, the number of days needed, the cost per day, and the total cost. Be sure to include the cost as a line item in the Budget Table. Up to two vessels may be listed.
- **OER FUNDING REQUEST ANCILLARY PLATFORM INFORMATION:** List all ancillary platforms that you are requesting OER funding for to complete proposed operations. This can include a manned submersible, ROV, AUV, camera sled, lander, or other platforms. List the type of platform, the platform name if it has one (e.g., *Sentry* AUV),

the operator, number of days needed, cost per day, total cost, and the required maximum operating depth. Be sure to include the cost as a line item in the Budget Table. Up to two ancillary platforms may be listed on the form. If additional ancillary platforms are needed, provide details in the pre or full proposal.

- **CONTRIBUTED VESSEL AND ANCILLARY PLATFORM INFORMATION:** List all vessels and ancillary platforms that will be provided at no cost to OER to complete proposed operations. This can include a manned submersible, ROV, AUV, camera sled, lander, or other platforms. The cost should NOT be included in the Budget Table. Up to one vessel and one ancillary platforms may be listed on the form. If additional vessels or ancillary platforms are needed, provide details in the pre or full proposal.
- **BUDGET ESTIMATE:** Complete all relevant fields. Projects may be one or two years in duration. The length of the proposal must include time necessary to obtain scientific results and not just performing the fieldwork. For the full proposal submission, costs must match the detailed budget narrative and tables included in the submission.

For the purpose of this opportunity, costs for ship time and/or other ocean data collection platform support (remotely operated vehicles, autonomous underwater vehicles, etc.) are considered rental costs and therefore are not included in Modified Total Direct Cost (MTDC). The exception is for institutions with a federal negotiated Indirect Cost (IDC) Rate agreement that covers these charges.

- **EDUCATION AND OUTREACH:** Check the boxes for education and outreach activities you plan to engage in (e.g., teacher at sea, media interviews).
- **ADDITIONAL COMMENTS:** Space is provided for brief comments and information.