

## Instructions for Completing the Fiscal Year (FY) 2021 Funding Opportunity Cover Sheet

The FY 2021 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 2021 Funding Opportunity.

Submission of a completed Funding Opportunity Cover Sheet is required in accordance with instructions provided in the FY 2021 Notice of Funding Opportunity (NOAA-OAR-OER-2021-2006431). 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. ALL SECTIONS MUST BE COMPLETED IN FULL.

- **PROJECT TITLE:** Choose a short (<100 characters) title that describes the project.
- **PRIORITY THEME:** Check ONE box next to the theme that best applies to your project.
- **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 up to two additional Significant Participants (individuals, agencies, institutions, or organizations) and their affiliations.
- **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 (one or two), as well as the total request which cannot exceed \$750,000.
- **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, number of days needed, cost per day, and total cost. Be sure to include the cost as a line item in the Budget Table. Up to two vessels may be listed. *Important Note:* In the

budget, any ship time, ROV, AUV or other equipment rentals are not subject to overhead as explained in 2CFR 200-68.

• **OER FUNDING REQUEST ANCILLARY PLATFORM INFORMATION:** Ancillary platforms can include manned submersibles, ROVs, AUVs, camera sleds, landers, or other platforms. If OER funding for an ancillary platform is requested to complete proposed operations, provide 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. If additional ancillary platforms are needed, provide details in the pre or full proposal. *Important Note:* In the budget, any ship time, ROV, AUV or other equipment rentals are not subject to overhead as explained in 2CFR 200-68.

• **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 manned submersibles, ROVs, AUVs, camera sleds, landers, or other platforms. The cost should NOT be included in the Budget Table. Up to one vessel and one ancillary platform may be listed. 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 completion of fieldwork. For full proposal submissions, costs must match the detailed budget narrative and tables included in the full proposal. For the purpose of this funding opportunity, costs for use of vessels and/or ancillary platforms (ROVs, AUVs, 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.