**NRAC 2019 Pre-Proposal**

**Description of Project Categories and**

**Body of Pre-Proposal**

**1.0 WHY:** Justify the problem or issue addressed by the proposed project.

**2.0 WHAT:**  State the objectives of the project and their relationship to the problem or issue described above.

2.1 Describe the product, process, or program that will result from successful accomplishment of the project objectives.

2.2 Identify and describe the end-users and beneficiaries of the project results.

2.3 Indicate what measurable economic benefits will result from the use of the product/process/program.

**3.0 WHERE:**  Identify the states and region (e.g., Chesapeake Bay) and describe the environment (land-based system, freshwater, nearshore, etc.) where the project results will be immediately applicable. Where else may the results be transferred to and applied?



**4.0 WHO:** Describe who will be involved in the project and their respective roles and responsibilities. Attach a one page vita of each funded participant. (Number 8 below)

**5.0 HOW:**  Describe how the project will be carried out and achieve the objectives defined above. Describe the supporting facilities that will be made available to the project. How will project results be evaluated? How will the results or products be transferred to industry or public entities?

**6.0 WHEN:** Indicate desired starting and completion dates (months) for the proposed project (i.e., account for seasonality of data collection). Provide a clear time line for completion of objectives with due dates specified for all products (Funding would not be available before August of 2016).

1. **BUDGET SUMMARY:** **OPTIONAL**

NRAC will not pay for indirect costs (overhead), student tuition remission, and capital costs. These may not be included as a component of matching funds. Matching funds or cost sharing funds are not required but if included should be shown on the budget sheet. (Budget totals on the pre-proposal will be expected to be the same as on the full proposal if a full proposal is requested).

**Funds Requested**

 Funds Requested Matching Funds

 from NRAC

Salaries and Wages

 A. Principal Investigators

1. B. Research Assoc./Postdoctorates

 C. Graduate/Prebaccalaureate Students

 D. Other Professionals (not consultants)

Fringe Benefits

Non-expendable Equipment

Materials and Supplies

Travel

Publication Costs/Page Charges

Other Direct Costs

 Lab Analyses

 Consultant Services

 Subcontracting

 Phone/Fax/Photocopy/Postage

**TOTALS**

 (Enter these values on the title/signature page)

1. **VITA (rÉsumÉ) gUIDELINES:**

name

Address Phone

 Fax

 Email

**EDUCATION**

B.S. (Institution, Year)

M.S. (Institution, Year)

Ph.D. (Institution, Year)

**POSITIONS**

List each position on a separate line from newest to oldest.

**SCIENTIFIC AND PROFESSIONAL ORGANIZATION**

List alphabetically each organization on a separate line.

**SELECTED PUBLICATIONS**

List relevant publications from newest to oldest.

1. **OTHER FUNDING:**

Are you applying for funds for this work to other agencies?

If yes, which/how much?

**CHECKLIST FOR SUBMISSION OF PRE-PROPOSALS**

Pre-Proposal Format:

 Margins (minimum): top 1", sides and bottom 0.5"

 Font not smaller than: Times Roman 12 pt.

 Separate title page

 Body: limited to 3 (single sided) pages

 Separate budget page

 Résumé/vita: 1-page per participant

\_\_\_\_\_One Electronic copy submitted as a single WORD or .pdf document

Do NOT:

 Include bibliography and /or reference material

 Include letters of support (these are to be submitted with full proposals only)

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