



## **Institutional Opportunity Announcement FY 2023 Sea Grant Base Supplemental and Coastal Adaptation and Resilience**

### **Institutional Opportunity Title:**

FY 2023 Sea Grant Base Supplemental and Coastal Adaptation and Resilience

### **Closing Dates and Deadlines:**

Programs are encouraged to submit proposals as soon as possible, but no later than May 18, 2023 at 11:59 PM Eastern Time.

### **Eligible Sea Grant Programs:**

This is an institutional opportunity to apply for two distinct funding pools that are available to all Sea Grant programs. All projects must take place within the United States or territories or their respective waterways.

### **Award Time Frame:**

Project start dates should be 08/01/2023. Project end dates should be no later than 07/31/2024. Projects may be less than a year in length, but project start dates must fall on the first day of the month and end dates on the last day of a month.

### **Funding Availability:**

Sea Grant programs should submit one application that consists of one or more projects based on the funding descriptions below. Programs have two options for formatting their applications:

- 1) One project combining the \$125,000 coastal adaptation and resilience funding and increase to base funding into one, larger coastal adaptation and resilience project.
- 2) Multiple projects - one or more projects totaling \$125,000 for the coastal adaptation and resilience funding and one or more projects totaling the amount of base supplemental funding conveyed via email.

Applications require the standard 50% non-federal match for Sea Grant projects on the overall application package, unless a waiver justified by statute is granted, such as the waiver for insular areas granted by the Department of Commerce pursuant to 48 U.S.C. 1469a.

### **Base Supplemental Funding:**

The National Sea Grant Office (NSGO) will provide program-specific funding amounts via email. Programs may choose to apply for up to the amount conveyed in those emails, may choose to submit multiple projects up to that amount, or may choose to combine that amount with the coastal adaptation and resilience funding.

### Coastal Adaptation and Resilience:

The NSGO anticipates that up to \$125,000 of federal funds will be available to each Sea Grant program for coastal adaptation and resilience related activities. Work may build upon previously-funded projects , or may be completely new.

### Submission Instructions:

The institutional portal for this announcement is open on [Grants.gov](https://www.grants.gov). The RFA number is: [NOAA-OAR-SG-2023-2007869](https://www.grants.gov/web/guest/award-announcement/NOAA-OAR-SG-2023-2007869). Clicking this RFA number will take you directly to the application package.

### Project Description (program priorities):

#### Sea Grant Institutional Base Supplemental Project(s)

All programs will be given the opportunity to submit project(s) to supplement their base appropriations for FY2023. The only limitation on this funding is that it be directed to augment/expand the research, extension, and education priorities of the program and the network. We expect a brief, high-level statement of work for each project. For extension and education, this should describe the extra or additional work that will be done beyond what was already in the program's initial omnibus submission. For research, this may be added to an existing competitive research pool for future competed research, and described as such or it may be used to fund additional work from your most recent Request for Proposals (RFP).

#### Coastal Adaptation and Resilience Project(s)

Congress has once again encouraged Sea Grant to continue support of coastal resilience activities with its FY 2023 appropriation. Each Sea Grant program can submit project(s) that will continue or expand ongoing work or address new opportunities and challenges related to coastal adaptation and resilience for the communities that Sea Grant serves.

The priorities of this opportunity are to:

- Support activities such as engagement, research, education, technical assistance, decision support, training, project implementation, and partnership coordination and collaboration to help address community adaptation and resilience needs.
- Support resilience capacity (e.g., including full or a portion of staff time, fellowships, internships).

These activities should consider and prioritize the elements below:

- Address coastal adaptation and resilience related to weather and climate
- Enhance the coastal adaptation and resilience of communities most at-risk for natural disasters and chronic events, with a priority given to challenges faced by tribal, indigenous, remote, and/or economically disadvantaged communities
- Be responsive to local, state, and/or regional needs
- Leverage existing Sea Grant investments and capacities
- Collaborate among Sea Grant programs, and with NOAA and other appropriate partners

Additional guidance on the use of funds is below. Proposals may include:

- New work or build upon projects and staffing supported by previous or other funding
- One or more projects

- Funds for workforce support, extension, education, communication, research, program management, and/or program development
- Funding additional relevant work from a program's recent RFPs that was deemed fundable
- Adding funding to an existing future competed placeholder, as long any project(s) selected will be completed by the proposed end date of this application package.

**Application Requirements:**

Each separate **project** within the application must include the following elements under (1) Project Narrative and (2) Budget Narrative and Justification. Forms listed in (3) Overall Application must be completed for the application package as a whole. Failure to adhere to these provisions may result in a delay in award processing or rejection of the application, based on the extent of the noncompliance.

**1. Project Narrative.** *The Project Narrative should include the following elements:*

- a. Background
  - i. Briefly define the needs in the program's state/region. Explain the problem(s) the overall program and the proposed project(s) seek to address and justify the importance.
  - ii. Give a brief summary of the program's current related capacity and recent work. If there has been no work in this area, it is acceptable to state that.
- b. Project Description. A separate project description must be included for each proposed project within the application. The total number of pages in each project description should not exceed ten (10) pages. Applicants do not need to use the entire 10-page maximum for each project. Depending on the complexity of the proposed activities, a shorter description may suffice. Any works cited, CVs, and letters of support included do not contribute to the suggested page limit.
  - i. Cover page
    - Project title and names, titles, affiliations, and contact information (email and phone) of co-PIs.
    - Budget overview - Total cost and annual breakdown of requested funding by partner.
  - ii. Project abstract (½ page maximum)
  - iii. Project objectives
    - Provide a list of clearly defined objectives. For each objective, provide a concise statement explaining how it is aligned with the goals and priorities of this funding opportunity.
  - iv. Project details
    - Provide an explanation of the methods you will use to address your project objectives. Explicitly explain how this project leverages the expertise of both researchers and interested parties.
  - v. Anticipated outcomes and deliverables
    - What are the expected outcomes and deliverables that can be directly applied to the current and future needs of communities and interested parties ?
  - vi. Project timeline
    - Please provide a timeline for accomplishing the proposed work, which covers the entire duration of the project. Include approximate dates for

- key milestones related to the proposed work, including the accomplishment of anticipated outcomes and release of deliverables.
- Applicants submitting proposals that involve the use of human test subjects should state so clearly in their application. These proposed research activities require approval of the applicant's Institutional Review Board (IRB) before such research can proceed. Applicants are responsible for obtaining IRB approval from their institution and providing that documentation to NOAA once the approval is obtained and prior to any NOAA-funded human subject testing. Proposals intending to use human test subjects should specify clearly in the timeline approximately when IRB approval will be obtained and when the testing is expected to occur.
- vii. Works cited (does not count towards page limit)
    - All in-text citations should be listed here.
  - viii. Curriculum vitae (CV) for each co-PI (does not count towards page limit)
    - Each person's CV should not be longer than 2 pages.
  - ix. Letters of support (not required, if included does not count towards page limit)
    - Any letters of support should be included here.
- c. Optional - If funds are to be used for future competed research, the program may use a Future Competed Projects placeholder
- i. Competitions must adhere to the [National Sea Grant Competition Policy](#) (found on [Inside Sea Grant](#)).
  - ii. As part of the placeholder, the program should provide a short description of:
    - Their proposed research plan, including preliminary topics.
    - How competitively selected projects will be integrated with other program elements and existing strategic/action plans.
    - How the program will proactively engage minority serving institutions, underrepresented researchers, and other groups that have historically been excluded from competitive opportunities.
    - How the program will recruit diverse review panelists.
- d. Diversity statement
- i. NSGO recognizes it has a particular and unique opportunity to support NOAA's commitment to diversity and inclusion by taking an intentional step that encourages applicants to consider diversity and inclusion as part of their projects. This action has the potential to make an impact on not only the diversity and inclusion in science at NOAA, but also in the equity of services provided by NOAA.
  - ii. In this section, describe how the proposed work broadens the participation of underrepresented groups (e.g., race/ethnicity, gender identities, sexual orientation, disability, geography, etc.) and how they benefit from its outcomes.
  - iii. Applicants are encouraged to review [Sea Grant's vision and priority action plan for advancing Diversity, Equity, Inclusion, and Justice](#). Additionally, applicants are encouraged to review [Sea Grant's vision and action plan for Traditional and Local Knowledge](#).

- e. Abbreviated Environmental Compliance Questionnaire (OMB Control No. 0648-0538)
  - i. Applicants **must** ensure that the questionnaire is completed in full and includes detailed information regarding project location, methodology, and permits. A separate questionnaire must be completed for each currently known project/action in the proposal.
  - ii. Copies of all permits required for project activities should be included with application materials. If a permit is pending or planned, please provide this information.
  - iii. The questionnaire and examples can be found [here](#).
  - iv. Guidance on how to complete the questionnaire, including how to describe work that will not involve any environmental impact, can be found [here](#). \*  
(Please note: These documents will be updated to fully match the current, recently revised Questionnaire at a later date.)
- f. Data Management Plan
  - i. Each project **must** include a Data Management Plan that is compliant with NOAA's [Public Access to Research Results](#) Plan. The Data Management Plan should not exceed 2 pages. The Data Management Plan should include descriptions of the types of metadata and data expected to be created during the course of the project, plans for disseminating the metadata and data to the broader community, and plans for long-term archiving of the metadata and data.
  - ii. If proposed activities will not generate any environmental data, such as scoping activities or yet-to-be-selected research projects, please include the following statement at the end of the project description: "Because this project will not generate environmental data, a Data Management Plan is not required."

**2. Budget Narrative and Justification.** *The Budget Narrative must include the following documents (Sea Grant 90-4 Forms and Budget Justification for **each project** within the application package) in that order and format. Additional budget narrative guidance can be found [here](#).*

- a. Sea Grant 90-4 Form (OMB Control No. 0648-0362) - Sea Grant 90-4 Forms are required to provide budget breakdowns and budget justifications by year and object class for each project within the proposal. A completed Sea Grant 90-4 Form should be completed for each year of a project as well as a total budget for the entire project duration (i.e., Year 1, Year 2, Years 1-2). Guidance on filling out these forms is located in the [Sea Grant General Application Guide](#).
- b. Budget Justification - For each year of the project, a Budget Justification is also required. Each Budget Justification should explain the budget items in sufficient detail to enable review of the appropriateness of the funding requested. Each Budget Justification should be attached as a PDF to each Sea Grant 90-4 Form, as appropriate. Guidance on completing the Budget Justification is located in the [Sea Grant General Application Guide](#).

**3. Overall Application.** *In addition to the forms required above, standard Federal Forms and Assurances are required for the overall application and can be found with the application package on [Grants.gov](#) or on the Sea Grant website (links found below). These include:*

- a. SF-424 Form ([Grants.gov](#), OMB Control No. 4040-0004)
  - This form, titled "Application for Federal Assistance," **must** identify the entire funding period, as well as the federal funding amount being requested by the

- applicant and the non-federal matching fund amount. The form must be completed with the institution's accurate EIN and DUNS and Point of Contact, and signed by the institution's authorized representative or designee.
- b. SF-424A Form ([Grants.gov](https://www.grants.gov), OMB Control No. 4040-0006)
    - This form, titled "Budget Information - Non-Construction Programs," should describe the entire funding period in federal and non-federal dollars, for the entire application. Fill out Section B of this SF-424A form to show the overall budget breakdown by object class by year. Each federal and match year should have its own column.
  - c. SF-424B Assurances ([Grants.gov](https://www.grants.gov), OMB Control No. 4040-0007)
    - The form, titled "Assurances – Non-Construction Programs," should be completed and signed by the institution's authorized representative or designee.
  - d. CD-511 ([Grants.gov](https://www.grants.gov), US Department of Commerce)
    - The form, titled "Certification Regarding Lobbying," should be completed and signed by the institution's authorized representative or designee. In some instances, the SF-LLL Disclosure of Lobbying Activities form may also be required. See the instructions on the CD-511 for further information.
  - e. SF-LLL ([Grants.gov](https://www.grants.gov), OMB Control No. 0348-0046) if applicable
    - The form, titled "Disclosure of Lobbying Activities," should be completed and signed by the institution's authorized representative or designee, if appropriate.

**Application Evaluation Criteria:**

Federal program officers and technical experts will review application packages using the following criteria.

**Administrative Criteria:**

1. Is the application complete and correct per the required elements listed in the Application Requirements section of this announcement?
2. Does the proposed work fit within the program's approved strategic plan and advance the program's strategic goals?
3. Are all projects described sufficiently to allow accountability? Project proposals must include clear objectives and anticipated outcomes.
4. Is the proposed work technically sound and meritorious?
5. Are any described competitive projects consistent with the recommendations determined at the completion of the competitive review process and documented by a letter of intent?
6. Are all project budgets adequately justified, and reasonable for the work being proposed?
7. Do all projects have sufficient environmental compliance documentation to complete environmental review (i.e., completed Abbreviated Environmental Compliance Questionnaire and copies of all federal and state permits)?
8. Are all environmental data to be generated covered by a data management plan?
9. Has the applicant provided sufficiently detailed and consistent information for all required application elements?

Additionally, projects will be recommended for funding only if they have a complete application package and if funds are available.

**Other Information:**

**Reporting:**

Projects will be placed on Sea Grant omnibus awards and progress will be reported annually as part of the program's RPPR and annual report.

Once applications have been selected for funding, applicants must submit a Sea Grant 90-2 Project Summary Form (for each project within the application) through the [90-2 Webform portal](#). This is due within 30 calendar days after the applicant has been notified via email that their application has been recommended for funding to NOAA GMD. A detailed [step-by-step guide](#) for completing the web-based 90-2 Form is available on [Inside Sea Grant](#). Once the project is approved and funded, that information will be publicly available and searchable on the [National Sea Grant College Program public website](#).

Recipients are required to use the National Sea Grant Planning Implementation and Evaluation Reporting (PIER) project database to communicate with the National Sea Grant Office on activities relating to this award. This includes tracking progress and impacts, in addition to performance metrics.

All public-facing products produced with funding from the award(s)/project(s) must ensure compliance with Section 508 of the Americans with Disabilities Act.

**Agency Contacts:**

Questions about this opportunity should be directed to [sg.grants@noaa.gov](mailto:sg.grants@noaa.gov). Please specify that your question is related to the FY 2023 Sea Grant Base Supplemental and Coastal Adaptation and Resilience funding opportunity in the subject line.

Fillable versions of required Sea Grant forms can be found here:

<https://seagrant.noaa.gov/insideseagrant/Implementation>

Guidance for completing these forms is located in the (recently updated) Sea Grant General Application Guidance Document:

<https://seagrant.noaa.gov/Portals/1/Guidance/SeaGrantGeneralApplicationGuide.pdf>