

FY 2020-21 Base Increase Application Guidance

Proposals:

Please provide a proposal outlining how your program will expand and/or augment work that aligns with your program's strategic plan and builds on work proposed in your 2018-21 omnibus package. Proposals may include one or more projects and funds may be used for research, program management, extension, communication, education work, and/or program development. **Applications may not include placeholder funding.**

Total funding for this opportunity includes up to \$200,000 in federal funds and \$100,000 in non-federal match per program for FY 2021-2022.

Programs have two options for submission:

- 1) If your program would like to receive FY 2020 funding and propose a start date as early as September 1, 2020, then applications must be submitted via Grants.gov no later than May 19, 2020. Additional submission instructions are below.
 - For this option, proposed start dates may be as early as September 1, 2020 and must have end dates no later than January 31, 2023.
 - Programs should budget to receive \$100,000 in FY 2020 funds and an additional \$100,000 in FY 2021 funds.
- 2) Since placeholder funding can not be included, programs electing to run, for example, a yet-to-be-completed competition, regional competition, or hire a new employee, may need to wait to submit a proposal until early FY 2021. For this option, applications must be submitted via Grants.gov no later than November 3, 2020. Additional submission instructions are below.
 - For this option, proposed start dates may be as early as February 1, 2021 and must have end dates no later than January 31, 2023.
 - Programs should expect to receive \$200,000 in FY 2021 funds.
 - If your program elects to use these funds to run a new competition (and may collaborate with other programs), please run this competition the same as you would for your omnibus competitions. Guidance from the NSGO for previous competitions can be found [HERE](#).
 - If your program decides to choose this option, please let your program officer know as soon as possible.
 - **NOTE:** If the federal government is under a continuing resolution at the beginning of FY 2021, funding may not be immediately available to process and start these projects. Programs should consider this when deciding which option to choose.

Application Package Requirements:

Applicants should include the following components in their proposal package. Incomplete application packages will be rejected.

Project Narrative

- The Project Proposal Narrative must explain the scope of work for the project(s).
- The project(s) in the Application must be assigned a project ID that identifies the type of project using the standard omnibus project codes (C/, A/, E/, R/).
- A [90-2 form](#) is required at the time of submission. Guidance for completing the short and long 90-2 forms is provided in our [Sea Grant Application Guidance](#).
- A NEPA [Abbreviated Environmental Compliance Questionnaire](#) (OMB Control No. 0648-0538) is required, where applicable, for all newly proposed categories of activities as defined in our [Sea Grant Application Guide](#). For expansion of existing projects, which do not include new actions and were reviewed for environmental compliance in the original omnibus application, a newly completed questionnaire is not required. However, please attach a NEPA Abbreviated Environmental Compliance Questionnaire and state at the top of the questionnaire “this project is an expansion of project XXX in the original omnibus application.”
- A data management plan is also required at the time of submission. If your proposed project will not generate environmental data, you still must include a data management plan that states “This project will not generate any environmental data.” For further guidance please see page 9 of our [Sea Grant Application Guide](#).

Budget Forms and Budget Narrative

- [90-4 forms](#) for each year of each project must be included, and a budget justification should be included for each project. A summary 90-4 Form for each year as well as a summary 90-4 for all years of the proposal must be included. See pages 10-11 of our [Sea Grant Application Guidance](#) for details.
- A budget narrative detailing how funds will be expended in each project for each year is also required. See page 11-15 of the [Sea Grant Application Guide](#) for more details.

Overall Proposal Forms

Your application package must also include the following standard forms. A general breakdown of these forms is provided on pages 15-18 of our [Sea Grant Application Guide](#).

- SF424 (obtain from [grants.gov](https://www.grants.gov))
- SF424A (obtain from [grants.gov](https://www.grants.gov)) - this is one of the most commonly incorrect forms. Please pay attention to our guidance linked above.
- SF424B assurances (obtain from [grants.gov](https://www.grants.gov))
- CD511 (obtain from [grants.gov](https://www.grants.gov))
- SF-LLL (if applicable, obtain from [grants.gov](https://www.grants.gov))

NOTE: It is imperative that programs follow the guidance and submit the above components correctly. Failure to follow guidance may result in a loss of FY2020 funding for the program resulting from the tight grants processing timelines to which the NSGO must adhere.

Deadlines:

- 1) The deadline to submit your proposals in order to receive FY 2020 funding is: **May 19, 2020**.
- 2) If your program chooses to wait to submit a proposal until FY 2021, please let your program officer know as soon as possible. The deadline to submit for only FY 2021 funding is **November 3, 2020**.

Submission Instructions:

- 1) The institutional portal for the FY 2020 Base Increase proposals is open on grants.gov. The RFA number is: [NOAA-OAR-SG-2020-2006387](#). Clicking the RFA number will take you directly to the application package on grants.gov.
- 2) The institutional portal for receiving all funds in FY 2021 Base Increase proposals is also open on grants.gov. The RFA number is: [NOAA-OAR-SG-2020-2006408](#). Clicking the RFA number will take you directly to the application package on grants.gov.