

ANNOUNCEMENT OF FEDERAL FUNDING OPPORTUNITY

EXECUTIVE SUMMARY

**Federal Agency Name(s):** Coastal Ocean Program (COP), Center for Sponsored Coastal Ocean Research (CSCOR), National Centers for Coastal Ocean Science (NCCOS), National Ocean Service (NOS), National Oceanic and Atmospheric Association (NOAA), Department of Commerce

1. **Funding Opportunity Title:** Career 04
2. **Announcement Type:** Initial Announcement
3. **Funding Opportunity Number:** Career 04
4. **Catalog of Federal Domestic Assistance Number:** 11.478, Coastal Ocean Program
5. **Program Authorities:** 15 U.S.C. 1540
6. **Dates:** The deadline for receipt of proposals at the COP office is 3 p.m., local time. January 14, 2004.
7. **Funding Opportunity Description:** The purpose of this document is to advise the public that NCCOS/CSCOR/COP is soliciting 1-year and 2-year proposals for career development programs commencing in late Fiscal Year (FY) 2004 with an anticipated start date of July 1, 2004. The purpose of these awards will be to support activities designed to facilitate and/or enhance the development of qualified professionals in the fields of coastal ocean science, management, and policy. Funding is contingent upon the availability of Fiscal Year 2004 Federal appropriations. It is anticipated that final recommendations for funding under this announcement will be made in early Calendar Year 2004, and that

projects funded under this announcement will have a July 1, 2004, start date.

**I. Funding Opportunity Description**

A. Program Objective

The purpose of this document is to advise the public that NCCOS/CSCOR/COP is soliciting 1-year and 2-year proposals for career development programs commencing in late Fiscal Year (FY) 2004 with an anticipated start date of July 1, 2004. The purpose of these awards will be to support activities designed to facilitate and/or enhance the development of qualified professionals in the fields of coastal ocean science, management, and policy. The coastal ocean is inclusive of the near shore ocean, estuaries, and the Great Lakes. This notice solicits applications for proposals from eligible Federal and non-Federal applicants. Proposals selected for funding from non-Federal researchers will be funded through a project grant. Proposals from academic institutions, particularly those that are Minority Serving Institutions (MSIs), collaborate with MSIs, or serve minority students, are strongly encouraged.

B. Program Priorities

NOAA's mission is to understand and predict changes in the Earth's environment and conserve and manage coastal and marine resources to meet the Nation's economic, social, and environmental needs. NCCOS/CSCOR/COP supports NOAA's mission through high quality research programs designed to address critical management issues in the Nation's estuaries, coastal waters, and the Great Lakes. Its primary objective is to provide decision makers with high quality scientific information appropriate to promoting near-term improvements in coastal ecosystem management.

In support of that objective, NCCOS/CSCOR/COP recognizes the need to foster the development of qualified professionals in the fields of coastal ocean science, management, and policy. It is the intent of NCCOS/CSCOR/COP to augment NOAA's existing programs in research and education and to increase the participation of minorities and under-represented students in coastal ocean sciences and resource management. The CSCOR/COP is soliciting proposals describing a coherent program designed to encourage and promote careers and professional development for recent graduates, graduate or undergraduate students, including minorities or under-represented students considering careers in coastal ocean science, resource management and policy.

Examples of such activities could include, but are not limited to establishing an invited speaker series; mini-courses, symposia, workshops, visiting or resident scholars or special sessions at national meetings (e.g., sessions on career options in research, management agencies, consulting, environmental education, non-governmental organizations, and so forth.); funding to support student attendance, including minority and under-represented students, at appropriate national meetings or workshops; establishing networking or instructional web sites; and establishing mentoring programs and/or internships with research institutes, management offices, non-governmental agencies, etc. This listing of activities is not inclusive and these activities are not ranked and not listed in any priority order. This announcement is not soliciting proposals for research projects.

Proposals should provide detailed descriptions and time line for proposed activities, including any reports to be generated. Where appropriate, letters indicating collaboration with other entities or investigators not named in the proposal should be included. Proposals should also include the means to evaluate and measure project effectiveness.

C. Program Authorities

Authority for the Career program is provided by the following: 15  
U.S.C. 1540.

**II. Award Information**

A. Funding availability

Funding is contingent upon the availability of Federal appropriations. NOAA is committed to continual improvement of the grants process and accelerating the award of financial assistance to qualified recipients in accordance with the recommendations of the Program Review Team (Information available at [www.noaa.gov](http://www.noaa.gov)). In order to fulfill these responsibilities, this solicitation announces that approximately a total of \$100,000 per fiscal year in FY 2004 and FY 2005 will be available for supporting studies proposed by the Career program. The anticipated number of awards is 4 to 7 and the estimated amount of funding per award, on average, is projected to be from \$15K to \$50K.

Applicants are hereby given notice that funds have not yet been appropriated for this program. In no event will NOAA or the Department of Commerce be responsible for proposal preparation costs if this program fails to receive funding or is cancelled because of other agency priorities. There is no guarantee that sufficient funds will be available to make awards for all qualified projects. Publication of this notice does not oblige NOAA to award any specific project or to obligate any available funds. If one incurs any costs prior to receiving an award agreement signed by an authorized NOAA official, one would do so solely at one's own risk of these costs not being included under the award.

Publication of this notice does not obligate any agency to any specific award or to obligate any part of the entire amount of funds available. Recipients and subrecipients are subject to all Federal laws and agency policies, regulations and procedures applicable to Federal financial assistance awards.

B. Project/Award period

Full Proposals should cover a project period of 1 or 2 years, with a start date of July 1, 2004. Multi-year awards may be funded incrementally on an annual basis, but, once awarded, those awards will not compete for funding in subsequent years. Each annual award shall require a project description that can be easily divided into annual increments of meaningful work representing solid accomplishments (if prospective funding is not made available, or is discontinued)

The following is a description of Multi-Year Awards for those applicants subsequently recommended for award. This information can also be found on the COP web site under Grants Information.

Multi Year Awards: Multi Year Awards are awards which have an award/project period of more than 12 months of activity. Multi Year Awards are partially funded when the awards are approved, and are subsequently funded in increments. One of the purposes of Multi Year Awards is to reduce the administrative burden on both the applicant and the operating unit. For example, with proper planning, one application can suffice for the entire multi year award period. Funding for each year's activity is contingent upon the availability of funds from Congress, satisfactory performance, and is at the sole discretion of the agency. Multi year funding is appropriate for projects to be funded for two to five years. Once approved, full applications are not required for the continuations into the out years.

C. Type of funding instrument

They are project grants and cooperative agreements.

(1) Project Grants: A project grant is one in which substantial programmatic involvement by NOAA is not anticipated by the recipient during the project period. Applicants for grants must demonstrate an ability to conduct the proposed project with minimal assistance, other than financial support, from NOAA.

(2) Cooperative Agreements: A cooperative agreement implies that NOAA will assist recipients in conducting the proposed project. The application should be presented in a manner that demonstrates the applicant's ability to address the problem in a collaborative manner with NOAA. A cooperative agreement is appropriate when substantial NOAA involvement is anticipated. This means that the recipient can expect substantial agency collaboration, participation, or intervention in project performance. Substantial involvement exists when: responsibility for the management, control, direction, or performance of the project is shared by the assisting agency and the recipient; or the assisting agency has the right to intervene (including interruption or modification) in the conduct or performance of project activities.

(3) Determination of which instrument to use: Applicants must specify the type of award for which they are applying, either a grant or a cooperative agreement. The funding agency will review the applications in accordance with the evaluation criteria. Before issuing awards, NOAA will determine whether a grant or cooperative agreement is the appropriate instrument based upon the need for substantial NOAA involvement in the project.

(4) In an effort to maximize the use of limited resources, applications from non-Federal, non-NOAA Federal and NOAA Federal applicants will be competed against each other. Proposals selected for funding from non-Federal applicants will be funded through a project grant or cooperative agreement.

Proposals selected for funding from non-NOAA Federal applicants will be funded through an interagency transfer, provided legal authority exists for the Federal applicant to receive funds from another agency. PLEASE NOTE: Before non-NOAA Federal applicants may be funded, they must demonstrate that they have legal authority to receive funds from another Federal agency in excess of their appropriation. Because this announcement is not proposing to procure goods or services from the applicants, the Economy Act (31 U.S.C. section 1535) is not an appropriate basis. Support may be solely through COP or partnered with other Federal offices and agencies.

Proposals deemed acceptable from NOAA Federal applicants will be funded through an intraagency transfer.

### **III. Eligibility Information**

#### **A. Eligible Applicants**

Eligible applicants are institutions of higher education, other non-profits, state, local, Indian Tribal Governments, and Federal agencies that possess the statutory authority to receive financial assistance.

(1) Applicants must be employees of an eligible institution listed above; and proposals must be submitted through that institution. Non-Federal applicants should comply with their institutional requirements for proposal submission.

(2) Non-NOAA Federal applicants will be required to submit certifications or documentation showing that they have specific legal authority to receive funds from the Department of Commerce (DOC) for this research.

(3) NCCOS/CSCOR/COP will accept proposals that include foreign applicants as collaborators with an applicant, who has met the above stated eligibility requirements; and who also is an employee of an eligible institution listed above.

(4) Non-Federal applicants affiliated with NOAA-University Joint Institutes should comply with joint institutional requirements; they will be funded through grants either to their institutions or to joint institutes.

B. Cost Sharing or Matching Requirement

None

C. Other

Each proposal must also include the nine elements listed under Application and Submission Information/Required Elements, or it will be returned to sender without further consideration:

**IV. Application and Submission Information**

A. Address to Request Application Package

Submit the original and 15 copies of your proposal to the Center for Sponsored Coastal Ocean Research/Coastal Ocean Program (N/SCI2), National Oceanic and Atmospheric Administration, 1305 East-West Highway, SSMC4, 8th Floor Station 8243, Silver Spring, MD 20910-3282, attn. Career 2004.

FOR FURTHER INFORMATION CONTACT:

Technical Information. John Wickham, Career 2004 Program Manager, NCCOS/CSCOR/COP, 301-713-3338/ext 156, Internet: [John.Wickham@noaa.gov](mailto:John.Wickham@noaa.gov)

Business Management Information. Leslie McDonald, NCCOS/CSCOR/COP Grants Administrator, 301-713-3338/ext 155, Internet: [Leslie.McDonald@noaa.gov](mailto:Leslie.McDonald@noaa.gov)

B. Content and Form of Application Submission

NOAA and Standard Form Applications with instructions are accessible on the following NCCOS/CSCOR/COP Internet Site: <http://www.cop.noaa.gov> under the COP Grants Information Section, Part D, Application Forms for Initial Proposal Submission.

Forms may be viewed and, in most cases, filled in by computer. All forms must be printed, completed, and mailed to NCCOS/CSCOR/COP with original signatures. If you are unable to access this information, you may call COP at 301-713-3338 to leave a mailing request.

This document requests full proposals only. The provisions for proposal preparation provided here are mandatory. Proposals received after the published deadline (refer to Submission dates and times) or proposals that deviate from the prescribed format will be returned to the sender without further consideration. Information regarding this announcement, additional background information, and required Federal forms are available on the NCCOS/CSCOR/COP home page.

#### 1. Full Proposals

Applications submitted in response to this announcement require an original proposal and 15 proposal copies at time of submission. This includes color or high-resolution graphics, unusually sized materials, or otherwise unusual materials submitted as part of the proposal. For color graphics, submit either color originals or color copies. The stated requirements for the number of proposal copies provide for a timely review process and is cleared by OMB control number 0648-0384. (See Collection of information requirements) Facsimile transmissions and electronic mail submission of full proposals will not be accepted.

#### 2. Required Elements

For clarity in the submission of proposals, the following definitions are provided for recipient use: (a) Funding and/or Budget Period - the period of time when Federal funding is available for obligation by the recipient. The funding period must always be specified in multi-year awards, using fixed year funds. This term may also be used to mean "budget period". A budget period is typically 12 months. (b) Award and/or Project Period - the period established in the award document during which Federal sponsorship begins and ends. The term "award period" is also referred to as project period in 15 CFR 14.2(cc). Each proposal must also include the following nine elements or it will be returned to sender without further consideration:

(1) Standard Form 424. At time of proposal submission, all applicants anticipating direct funding shall submit the Standard Form, SF-424, "Application for Federal Assistance," to indicate the total amount of funding proposed for the whole project period. This form is to be the cover page for the original proposal and all requested copies. Multi-institutional proposals must include signed SF-424 forms from all institutions requesting funding.

(2) Signed Summary title page. The title page should be signed by the Principal Investigator (PI). The Summary title page identifies the project's title, starting with the acronym: Career 2004, a short title (less than 50 characters), and the PI's name and affiliation, complete address, phone, FAX and E-mail information. The requested budget for each fiscal year should be included on the Summary title page. Multi-institution proposals must also identify the lead investigator from each fiscal year for each institution and the requested funding for each fiscal year for each institution on the title page, but no signatures are required on the title page from the additional institutions. Lead investigator and separate budget information is not

requested on the title page for institutions that are proposed to receive funds through a contractor to the lead institution; however, the COP Summary Proposal Budget Form and accompanying budget justification must be submitted for each contractor. For further details on budget information, please see Section (7) Budget of this Part.

(3) One-page abstract/project summary. The Project Summary (Abstract) Form, which is to be submitted at time of application, shall include an introduction describing the program/department and institution in which the career development activities will be conducted, the career development activity(s) to be completed, and the expected outcome(s). The prescribed NCCOS/CSCOR/COP format for the Project Summary Form can be found on the NCCOS/CSCOR/COP Internet site under the Grants Information section, Part D.

The summary should appear on a separate page, headed with the proposal title, institution(s), investigator(s), total proposed cost, and budget period. It should be written in the third person. The summary is used to help compare proposals quickly and allows the respondents to summarize these key points in their own words.

(4) Project description. The project description section must not exceed eight pages. Page limits are inclusive of figures and other visual materials, but exclusive of references and milestone chart. The proposed 1- or 2-year project must be completely described, including a brief description of the academic program. The description of career development objectives, proposed activities, participants, and means of measuring effectiveness, and a brief synopsis of relevant results from any similar career development programs supervised by the proposing investigator(s) must be included.

This section should clearly identify project management with a description of the functions of each applicant, if more than one. It should

provide a full justification, rather than simply reiterating justifications presented in this document. This section should also include:

(a) The objective for the period of proposed work and its expected significance;

(b) The relation to other ongoing career development activities and/or programs.

(c) A discussion of how the proposed project lends value to the stated NCOS/CSCOR/COP program objectives;

(d) Potential coordination with other investigators, programs, departments, or institutions.

(5) References cited. Reference information is required. Each reference must include the names of all authors in the same sequence in which they appear in the publications, the article title, volume number, page numbers, and year of publications. While there is no established page limitation, this section should include bibliographic citations only and should not be used to provide parenthetical information outside the 8-page project description.

(6) Milestone chart. Provide time lines of major tasks covering the duration of the proposed project.

(7) Budget. At time of proposal submission, all applicants are required to submit a COP Summary Proposal Budget Form for each fiscal year increment. Multi-institution proposals must include a COP Summary Proposal Budget Form for each institution, and multi-investigator proposals using a lead investigator with a contractor's/subgrantee's approach must submit a COP Summary Proposal Budget Form for each contractor/subgrantee.

Each contractor or subgrantee should be listed as a separate item. Describe products/services to be obtained and indicate the applicability or necessity of each to the project. Provide separate budgets for each

subgrantee or contractor regardless of the dollar value and indicate the basis for the cost estimates. List all subgrantee or contractor costs under line item number 5 - Subcontracts on the COP Summary Proposal Budget Form.

The use of this budget form will provide for a detailed annual budget and for the level of detail required by the NCCOS/CSCOR/COP program staff to evaluate the effort to be invested by investigators and staff on a specific project. The COP budget form is compatible with forms in use by other agencies that participate in joint projects with NCCOS/CSCOR/COP and can be found on the NCCOS/CSCOR/COP home page under Grants Information section, Part D.

All applications must include a budget narrative and a justification to support all proposed budget categories. The SF-424A, Budget Information (Non-Construction) Form, will be requested only from those applicants subsequently recommended for award.

Ship time needs should be clearly identified in the proposed budget. The investigator is responsible for requesting ship time and for meeting all requirements to ensure the availability of requested ship time. Copies of relevant ship time request forms should be included with the proposal.

(8) Biographical sketch. All principal and co-investigators must provide summaries of up to 2 pages that include the following:

(a) A listing of professional and academic essentials and mailing address;

(b) A list of all persons (including their organizational affiliation) in alphabetical order, with whom the investigator has collaborated on a project or publication within the last 48 months, including collaborators on the proposal and persons listed in the publications. If no collaborators exist, this should be so indicated;

(c) A list of persons (including their organizational affiliation) with whom the individual has had an association like thesis advisor or postdoctoral scholar sponsor;

(d) A List of the names and institutions of the individual's own graduate and postgraduate advisors.

The material presented in (b, c, and d) is used to assist in identifying potential conflicts or bias in the selection of reviewers.

(9) Current and pending support.

Describe all current and pending federal financial/funding support for all principal and co-applicants, including subsequent funding in the case of continuing grants. The capability of the applicant and collaborators to complete the proposed work in light of present commitments to other projects. Therefore, please discuss the percentage of time applicant and collaborators have devoted to other Federal or non-Federal projects, as compared to the time that will be devoted to the project solicited under this notice.

(10) Proposal format and assembly. The original proposal should be clamped in the upper left-hand corner, but left unbound. The 15 additional copies can be stapled in the upper left-hand corner or bound on the left edge. The page margin must be one inch (2.5 cm) at the top, bottom, left, and right, and the typeface standard 12-point size must be clear and easily legible. Proposals should be single spaced.

C. Submission Dates and Times

The deadline for receipt of proposals at the NCCOS/CSCOR/COP office is 3 p.m., local time, January 14, 2004. (Note that late-arriving applications provided to a delivery service on or before January 14, 2004, with delivery guaranteed before 3 p.m., local time, on January 14, 2004, will be accepted for review if the applicant can document that the application was provided to

the delivery service with delivery to the address listed below guaranteed by the specified closing date and time and, in any event, the proposals are received in the NCCOS/CSCOR/COP office by 3 p.m. local time, no later than two business days following the closing date.) Subject to the availability of funds and facilities, it is anticipated that final decisions on awards will be made by early March, 2004.

D. Intergovernmental review

Applications under this program are not subject to Executive Order 12372, "Intergovernmental Review of Federal Programs." It has been determined that this notice is not significant for purposes of Executive Order 12866. Pursuant to 5 U.S.C. 553(a) (2), an opportunity for public notice and comment is not required for this notice relating to grants, benefits and contracts. Because this notice is exempt from the notice and comment provisions of the Administrative Procedure Act, a Regulatory Flexibility Analysis is not required, and none has been prepared. It has been determined that this notice does not contain policies with Federalism implications as that term is defined in Executive Order 13132.

E. Funding Restrictions

Indirect Costs: Regardless of any approved indirect cost rate applicable to the award, the maximum dollar amount of allocable indirect costs for which DOC will reimburse the recipient shall be the lesser of (a) the line item amount for the Federal share of indirect costs contained in the approved budget of the award or (b) the Federal share of the total allocable indirect costs of the award based on the indirect cost rate approved by a cognizant or oversight Federal agency and current at the time the cost was incurred, provided the rate is approved on or before the award end date.

F. Other Submission Requirements

All applicants are to submit hard copy proposals only. Electronic proposals are not yet accepted by CSCOR/COP. The hard copies may be submitted by postal mail, commercial delivery service, or hand-delivery.

Collection of information requirements are as follows:

This notification involves collection-of-information requirements subject to the Paperwork Reduction Act. The use of Standard Forms 424, 424A, 424B, and SF-LLL has been approved by the Office of Management and Budget (OMB) under control numbers 0348-0043, 0348-0044, 0348-0040 and 0348-0046.

The following requirements have been approved by OMB under control number 0648-0384; a Summary Proposal Budget Form (30 minutes per response), a Project Summary Form (30 minutes per response), a standardized format for the annual Performance Report (5 hours per response), a standardized format for the Final Report (10 hours per response), and the submission of up to 20 copies of proposals (10 minutes per response). The response estimates include the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding these requirements and the burden estimate, or any other aspect of this collection of information, including suggestions for reducing this burden, to [leslie.mcdonald@noaa.gov](mailto:leslie.mcdonald@noaa.gov). Copies of these forms and formats can be found on the CSCOR/COP home page under Grants Information sections, Parts D and F.

## **V. Application Review Information**

### **A. Evaluation Criteria**

1. Importance and/or relevance and applicability of proposed project to the program goals (20 percent): This ascertains whether there is intrinsic value in the proposed work and/or relevance to NOAA, federal, regional, state, or local activities. The proposal should address

ow well the proposed project addresses the stated objectives and innovativeness of the project approach in meeting its stated objectives;

(2) Technical/scientific merit (40 percent): This assesses whether the approach is technically sound and/or innovative, if the methods are appropriate, and whether there are clear project goals and objectives. For this competition, program plans should explain the following: the effectiveness of the proposed activities in furthering the careers of students and/or recent graduates, including minority and under-represented students, in the coastal ocean sciences, resource management, and policy; how the proposed activities will complement existing in-house programs; what new opportunities will be developed for students and the expected outcomes; how many students are expected to participate; what type of plan is developed for determining the effectiveness of the project, especially in terms of impact on student and/or recent graduates opportunities; how proposed activities will be accomplished within the grant period; and upon completion of the project, how the activities will be incorporated into the institution's programs;

(3) Overall Qualifications of Applicants (20 percent): This ascertains whether the applicant possesses the necessary education, experience, training, facilities, and administrative resources to accomplish the project. For this competition, proposals should demonstrate qualifications and demonstrated ability of the applicants within their area of expertise; the ability of the applicants to complete the proposed project successfully; previous experience of applicant in managing or designing educational enhancement programs; and participating institute has the appropriate resources to carry out the proposed activities;

(4) Project Costs (10 percent): The Budget is evaluated to determine if it is realistic and commensurate with the project needs and time-frame. The proposal should discuss the adequacy of the proposed resources to accomplish the proposed work, and the appropriateness of the requested funding with respect to the total available funds;

(5) Outreach and Education (10 percent): NOAA assesses whether this project provides a focused and effective education and outreach strategy regarding NOAA's mission to protect the Nation's natural resources. The proposal should address collaboration with other programs, departments, MSI, or other educational, research, or management institutions.

#### B. Review and Selection Process

Project Funding Priority considerations will be given to proposals that promote balanced, coherent programs, that avoid duplication of completed or ongoing work, and increase geographic diversity in encouraging and promoting careers and professional development for recent graduates, graduate or undergraduate students, including minorities or under-represented students considering careers in coastal ocean science, resource management and policy

Once a full application has been received by NOAA, an initial administrative review is conducted to determine compliance with requirements and completeness of the application. All proposals will be evaluated and scored individually in accordance with the assigned weights of the above evaluation criteria by independent peer mail review and/or by independent peer panel review. Both Federal and non-Federal experts in the field may be used in this process. The peer mail reviewers will be several individuals with expertise in the subjects addressed by particular proposals. Each mail reviewer will see only certain individual proposals within his or her area of expertise, and score them individually on a scale of one to five, where

scores represent respectively: Excellent (1), Very Good (2), Good (3), Fair (4), Poor (5).

The peer panel will comprise of 4 to 12 individuals, with each individual having expertise in a separate area, so that the panel, as a whole, covers a range of science education. The panel will have access to all mail reviews of proposals, and will use the mail reviews in discussion and evaluation of the entire slate of proposals. All proposals will be evaluated and scored individually. The peer panel shall rate the proposals using the evaluation criteria and scores provided above and used by the mail reviewers. The individual peer panelist scores shall be averaged for each application and presented to the program officers. No consensus advice will be given by the independent peer mail review or the review panel.

The program officers will neither vote or score proposals as part of the independent peer panel nor participate in discussion of the merits of the proposal. Those proposals receiving an average panel score of ``Fair'' or ``Poor'' will not be given further consideration, and proposers will be notified of non-selection. For the proposals rated by the panel as either ``Excellent,'' ``Very Good,'' or ``Good'', the program officers will (a) select the proposals to be recommended for funding by average panel ratings, and/or by applying the project funding priorities listed in section 11 and specific objectives published in the AO; (b) determine the total duration of funding for each proposal; and (c) determine the amount of funds available for each proposal subject to the availability of fiscal year funds. Awards may not necessarily be made in rank order. In addition, proposals rated by the panel as either ``Excellent,'' ``Very Good,'' or ``Good'' that are not funded in the current fiscal period, may be considered for funding in another fiscal period without having to repeat the competitive, review process.

The merit review ratings shall provide a rank order of the proposals. Recommendations for funding are then forwarded to the selecting official, the Director of NCCOS/CSCOR/COP, for the final funding decision. In making the final selections, the Director will award in rank order unless the proposal is justified to be selected out of rank order based on 1, 2, 3 and 4 of the factors listed below in C.

C. Selection Factors

The selecting official may choose a proposal out of rank order based upon:

1. Availability of funding
2. Balance and Distribution of funds
  - a. Geographically
  - b. By type of institutions
  - c. Amongst Partners
  - d. Research area or project types
3. Duplication of other projects funded or considered for funding by NOAA/federal agencies
4. Program priorities and policy factors
5. Applicant's prior award performance
6. Partnerships and/or Participation of targeted groups

Applicants may be asked to modify objectives, work plans or budgets, and provide supplemental information required by the agency prior to the award. When a decision has been made (whether an award or declination), verbatim anonymous copies of reviews and summaries of review panel deliberations, if any, will be made available to the proposer. Declined applications will be held in the NCCOS/CSCOR/COP for the required 3 years in accordance with the current retention requirements, and then destroyed.

D. Anticipated Announcement and Award Dates

Subject to the availability of funds, review of proposals will occur during January and February 2004. July 1, 2004, should be used as the proposed start date on proposals, unless otherwise directed by the Program Officer.

**IV. Award Administration Information**

A. Award Notices

The notice of award is signed by the NOAA Grants Officer and is the authorizing document. It is provided by postal mail to the appropriate business office of the recipient organization.

B. Administrative and National Policy Requirements

Data Archiving

Any technical data collected in projects supported by NCCOS/CSCOR/COP should be delivered to a National Data Center (NDC), such as the National Oceanographic Data Center (NODC), in a format to be determined by the institution, the NODC, and the Program Officer. It is the responsibility of the institution for the delivery of these data; the DOC will not provide additional support for delivery beyond the award. Additionally, all biological cultures established, molecular probes developed, genetic sequences identified, mathematical models constructed, or other resulting information products established through support provided by NCCOS/CSCOR/COP are encouraged to be made available to the general research community at no or modest handling charge (to be determined by the institution, Program Officer, and DOC).

C. Reporting

All financial and progress reports shall be submitted in triplicate (one original and two copies). Financial reports are to be submitted to the NOAA Grants Officer and Performance (technical) reports are to be submitted to the NOAA program officer. Financial reports are semi-annual and Performance reports are annual.

**VII. Agency Contact(s)**

Technical Information. John Wickham, Career 2004 Program Manager,

NCCOS/CSCOR/COP, 301-713-3338/ext 156, Internet: [John.Wickham@noaa.gov](mailto:John.Wickham@noaa.gov)

Business Management Information. Leslie McDonald, NCCOS/CSCOR/COP Grants Administrator, 301-713-3338/ext 155, Internet: [Leslie.McDonald@noaa.gov](mailto:Leslie.McDonald@noaa.gov)

**VIII. Other Information**

The following web sites furnish supplementary information on recent NCCOS/CSCOR/COP activities and other sponsored activities related to career development:

NCCOS/CSCOR/COP CAREER project web site:

[http://www.cop.noaa.gov/Fact Sheets/CAREER.html](http://www.cop.noaa.gov/Fact%20Sheets/CAREER.html)

American Society of Limnology and Oceanography (ASLO) web site for Recent Ph.Ds: <http://aslo.org/phd.html>

NCCOS/CSCOR/COP web site for the Dissertations Initiative for the Advancement of Coastal and Estuarine Research (DIACES) project:

[http://www.cop.noaa.gov/Fact Sheets/DIACES.html](http://www.cop.noaa.gov/Fact%20Sheets/DIACES.html)

South Carolina Department of Natural Resources web site for Experiences for Minorities in Coastal Ocean Science:

<http://www.dnr.state.sc.us/marine/minority/>

NOAA Educational Partnership Program: <http://epp.noaa.gov/>

Please note that NOAA is developing a policy on internal overhead charges, NOAA scientists considering submission of proposals should contact the appropriate NCCOS/CSCOR/COP Program Manager for the latest information.

Notwithstanding any other provision of law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act, unless that collection displays a currently valid OMB control number.

If an application is selected for funding, NOAA has no obligation to provide any additional prospective funding in connection with that award in subsequent years. Continuation of an award to increase funding or extend the period of performance is based on satisfactory performance and is at the total discretion of the funding agency. Priority for these funds will be given to proposals that promote balanced coverage of the objectives stated under this announcement.

Publication of this document does not obligate the CSCOR/COP to any specific award or to obligate any part of the entire amount of funds available. Recipients and subrecipients are subject to all Federal laws and agency policies, regulations, and procedures applicable to Federal financial assistance awards.