



PROPOSAL CHECKLIST

IO4G AIS – WATER RESOURCES RESEARCH ACT PROGRAM NATIONAL COMPETITIVE GRANTS PROGRAM

*Investigators are encouraged to work with their departmental business office and **carefully review the specific requirements of the funding opportunity** to which they are applying. USGS requirements are subject to change and do so frequently. If specific points in the solicitation are confusing, feel free to reach out to IWRC for additional clarification. PIs from the University of Illinois at Urbana-Champaign **should not** submit their proposal to Sponsored Programs Administration, however, the departmental business office should review the application for completeness prior to submission to IWRC. **Please only submit proposals that are submission ready.** IWRC's process is strictly administrative, submitting the proposal without alteration. The proposal contents are the PI's responsibility. Historically, we have seen proposals rejected without review due to missing documents or content.*

*The Illinois Water Resources Center (IWRC) is providing the following checklist, supplementing the FOA, for additional details on the required documents based on previous application experience. **One note – grants.gov has difficulty accepting PDF portfolios, so another format is recommended.***

104G AQUATIC INVASIVE SPECIES MAXIMUM AWARD REQUEST: \$279,000

PROJECT DURATION: 1-3 YEARS

MATCH REQUIREMENT: ONE NON-FEDERAL DOLLAR FOR EVERY FEDERAL DOLLAR REQUESTED (1:1)

The proposal PI is responsible for providing the following information to IWRC as a single PDF in the order listed:

Title Page

- Full Title
- Short Title
- Lead PI Name and Contact Information (phone and email)
- Collaborator and Co-PI names
- Amount of Federal Request
- Amount of Matching Contribution
- Abstract (300 words or less)
- Laypersons' Summary (150 words or less)
- Keywords
- Project Abstract Summary (plain language description of the following - bulleted information)

One page, 4000 character maximum, Times New Roman, 12-point font

This information will be posted publicly on USAspending.gov if awarded

- **Purpose** (avoid acronyms or federal or agency specific terminology)
- **Activities** to be performed
- **Outcomes** and deliverables
- **Beneficiaries**
- **Sub-recipient** activities, if known or specified at the time of award

The combined content describing the Specific Priority, Integration with USGS Science, Scientific Value, Anticipated Benefits, Products/Information Transfer, and Training Potential cannot exceed 10 single-spaced pages with 12-point font and at least 1-inch margins including tables, pictures, graphs, figures, and appendices. Proposals exceeding this page limit will not be considered.

The content of the other sections does not count toward the page limit but includes required parts of the proposal.

Include page numbers and short title in either the header or footer, but nothing else.

Specific Priority (15 points)

- Repeat Full Title
- Address the connection between the proposed work and a research priority described in the FOA.
- Document the magnitude of the situation and relevance to state, regional, and national issues.
- Describe why the proposed work is innovative, important, and timely.

2023 104G AIS RESEARCH PRIORITIES

The challenges and opportunities that link aquatic invasive species and water resources are poorly understood, despite the real and growing effect of numerous aquatic invasive species on water quality, water quantity, and aquatic ecosystems. Research is needed to better identify and understand these interactions and to guide management decisions that will help to improve invasive species management and thus reduce effects of invasive species on water resources and aquatic ecosystems at local, regional, and national scales. Proposals are sought on the following specific areas of inquiry (levels of priority are not assigned, and the order of listing does not indicate the level of priority):

Effects: Research that improves our understanding of the effects of aquatic invasive species on lakes, rivers, and associated tributaries in the upper Mississippi River basin, including changes to water quantity, water quality, and ecosystem dynamics.

Characteristics: Research that identifies physical, biological, and chemical characteristics of water bodies that infer resistance and resilience to the distribution, establishment, and effects of aquatic invasive species in the upper Mississippi River basin. Research is needed to better understand these interactions to guide management decisions that will improve invasive species management and result in positive effects on aquatic ecosystems.

Management: Research on assessment of the detection, spread, and management of aquatic invasive species in the upper Mississippi River basin and the connections to human dimensions, both socially and economically. Note that this does not include physical control of AIS.

Integration with USGS Science (10 points)

- Describe how the proposed work will initiate or further a current collaboration with the USGS.

Please contact IWRC (aweckle@illinois.edu) if you would like assistance connecting with a USGS Researcher on the proposed work.

- Describe how the proposed work supplements recent or current USGS work.

Scientific Value (20 points)

- Goals/objectives
- Potential for expansion of fundamental knowledge through the proposed work.
- Describe the methods, field area, and facilities as a function of these objectives.

Anticipated Benefits (20 points)

- What information will be gained from the proposed work and how will it be used?
- Describe potential outcomes and realistic impacts.
- Describe how the proposed work builds on previous research or lays the groundwork for future research.
- Describe the expected tangible products (data, methods, workflows, manuscripts, new communication strategies, etc.).

Products/Information Transfer (10 points)

- Project Timeline – include field sessions, data collection, lab analyses, etc.
- Describe the planned transfer of results to user groups.
- How will the outcomes of the proposed work be made available to the scientific community as well as the general public?
- Identify stakeholders and planned communication strategies.

Training Potential (10 points)

- Detail the educational component, including student support and engagement of early-career researchers.

Budget (10 points)

- USGS budget and justification templates.
 - A budget table, including all categories, must be included in the proposal. If budget includes a sub-award or contract, the same level of detail must be provided.
 - A budget justification, including details, must be provided for all costs; federal expenses must be separated from matching expenses.

- Use the budget templates to provide the required detail and justification. Costs that are not described in adequate detail may not be funded.
- The PI's salary is an acceptable budget item, but the federal share of the salary should not exceed two months per year. Document salary for other staff and researchers, including any overhead expenses at institutions beyond that of the PI.

Data Management in the context of products and information transfer. (3 points)

[Template](#)

Cited Literature

Include only those referenced in the proposal.

Biographical Sketches (2 points)

Include for all PIs and co-PIs.

3 pages or less per team member.

Matching Commitment Letter

Cost-sharing agreement signed by PI's department head or other authorized campus official. [Example](#).

Letters of Support

Proposals with a federal collaborator must be accompanied by a letter of support that is signed by someone in leadership at the designated center; this cannot be the collaborator.

Additional letters of support are optional.

Scanned legible PDF documents should be uploaded as part of the proposal.