

## Sea Grant Preproposal Submission – Pre-Proposal Description Template

All preproposals must be submitted via the UW Aquatic Sciences Center (administrative home of the Sea Grant Institute) online proposal submission tool, eDrop. Please use this template to compose your preproposal. This template will assist with efficient transfer of your preproposal information into eDrop.

Each required section of the Pre-Proposal Description is entered separately in an online form field (text box) in eDrop. Please prepare your Pre-Proposal Description by filling in the sections below and then copy and paste the information into the corresponding form fields in eDrop ([edrop.aqua.wisc.edu](http://edrop.aqua.wisc.edu)).

TITLE [Use uppercase only for the first word in the title and for proper nouns.]

PRINCIPAL INVESTIGATOR [Name, Affiliation (Department and Organization), Percent Effort Committed to Project, and Email Address]  
(For joint calls with other state programs, please provide a Lead investigator for each state.)

CO-PRINCIPAL INVESTIGATOR(S) [Name(s), Affiliation (Department and Organization), Percent Effort Committed to Project, and Email Address(es)]

ASSOCIATE INVESTIGATOR(S) [Name(s), Affiliation (Department and Organization), and Email Address(es)]

BEGIN DATE [Projects will normally begin on February 1, 2020. It may be possible to begin a project on February 1, 2021.]

END DATE [Maximum project duration is two years.]

NAME OF CAMPUS ADMINISTERING PROJECT  
(For joint calls with other state programs, please provide the name of the campus in each state administering the project.)

FOCUS AREA [These areas are presented as a drop-down list in eDrop. Select one Wisconsin Targeted or Base Focus Area or Special Joint Call from the dropdown menu.]

SPECIFIC PROGRAM PRIORITY [Include the priority or priorities as listed under “Priority research (or education) areas include:” within the appropriate Wisconsin Targeted or Base Focus Area or Special Joint Call included in the RFP.]

STATEMENT OF PROBLEM OR OPPORTUNITY TO BE ADDRESSED [350-word limit.]

OVERALL PROJECT GOAL, OBJECTIVES, AND/OR HYPOTHESIS TO BE TESTED [350-word limit.]

(For joint calls with other state programs, clearly indicate the portion of the project that is associated with each state investigative team.)

**APPROACH [350-word limit.]**

(For joint calls with other state programs, clearly indicate the portion of the project that is associated with each state investigative team.)

**APPLICATIONS [350-word limit. How will the proposed project address the problem/opportunity? Identify potential users of project results (e.g., specific businesses, industries, coastal communities, state and federal government agencies, etc.) and how they have been involved in defining the question and proposed approach.]**

**APPROXIMATE YEAR 1 BUDGET REQUEST [Projects will normally begin on February 1, 2020 or 2021. Though funding is on a year-by-year basis, project preproposals should be written to cover the entire period of time necessary to fulfill the proposed objectives. Projects may have durations of one year to a maximum of two years.]**

**APPROXIMATE YEAR 2 BUDGET REQUEST**

**BUDGET JUSTIFICATION**

[Submitted budgets are to include lump sums as well as an estimated breakdown of costs across these categories: a) Salaries; b) Fringe benefits; c). Equipment; d) Supplies; e) Field travel; f) Publications; g) Other costs to include printing, mailing and workshops, contracts/subawards and shiptime; and h) Indirect costs. Contracts and subawards must be managed at the institution of the primary Principal Investigator. Sea Grant does not cover costs associated with conference travel. For joint proposals with Minnesota Sea Grant or Michigan-Illinois/Indiana Sea Grants, please clearly indicate the portion of the budget associated with Wisconsin investigators and the portion associated with investigators from other states.

Research proposal budgets for funding by UW Sea Grant are limited to:

- Targeted and base Wisconsin focus areas - \$120,000/year
- Joint Minnesota-Wisconsin - \$120,000/year for Wisconsin portion and \$120,000/year for Minnesota portion (with match requirement for Minnesota investigators – see details in RFP)
- Joint Michigan-Illinois/Indiana-Wisconsin - \$100,000/year for Wisconsin portion and \$100,000/year for Michigan portion and \$100,000/year for Illinois-Indiana portion (with match requirement for Michigan and Illinois-Indiana investigators – see details in RFP)

Education (non-research) proposals are limited to \$25,000/year.]