**CISESS:** {Subcontractor Acronym or Name, e.g. “**ReefSense**”} **title**

**A Proposal to**

The National Oceanic and Atmospheric Administration

National Environmental Satellite Data and Information Service

**Period of Performance**

**Begin date:** 8/1/2022  **End date:** 7/31/2023

|  |  |
| --- | --- |
| **Support Requested** | $ |
| Task I funding (2.7%) | $ |
| **Support + Task I funding** | $ |

Submitted by the University of Maryland, College Park (UMCP)

on behalf of the

Cooperative Institute for Satellite Earth System Studies (CISESS)

Dr. Ellen Williams,

CISESS Executive Director

Phone: 301-405-3291

Email: edw@umd.edu

**Task Leader Name:**

**Rank/Title:**

**Phone:**  **Email:**

*Optional:* **Primary Scientist Name:**

**Rank/Title:**

**Phone:**  **Email:**

**CI Research Theme**

* Satellite Services: \_\_\_
* Earth System Observations and Services: \_\_\_
* Earth System Research: \_\_\_

**Funder Name:** **Phone:** **Email:**

*Optional:* **NOAA Lead:** **Phone:** **Email:**

**New task:** \_\_\_  **Continuation of task: \_\_\_**

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**A Proposal to**

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**Period of Performance**

**Begin date:** 8/1/2022  **End date:** 7/31/2023

**Total Support Requested**: $

Submitted by the {*parent organization of subcontractor, e.g.,* University of New Hampshire}

on behalf of its

{*subcontractor, e.g.,* Ocean Process Analysis Laboratory}

Dr. {*name of director of subcontractor*

*[does not have to be working on the grant]*}, Director

Phone:

Email:

**Task Leader Name:**

**Rank/Title:**

**Phone:**  **Email:**

*Optional:* **Primary Scientist Name:**

**Rank/Title:**

**Phone:**  **Email:**

**CI Research Theme**

* Satellite Services: \_\_\_
* Earth System Observations and Services: \_\_\_
* Earth System Research: \_\_\_

**Funder Name:** **Phone:** **Email:**

*Optional:* **NOAA Lead:** **Phone:** **Email:**

**New task:** \_\_\_  **Continuation of task: \_\_\_**

*insert Subcontractor’s letter of commitment*

**{subcontractor’s name}**

**SOLE SOURCE JUSTIFICATION**

*Write 2 to 4 paragraphs on why you, the subcontractor, have unique expertise for this project that cannot be obtained from other CISESS Consortium Members or an open bidding process.*

**CISESS:** {Subcontractor Acronym or Name, e.g. “**ReefSense**”} **title**

**Task Leader**:

*Job Title*,

*Subcontractor, City, State*

**Abstract**: *Please write a plain-language summary of your project that includes its scientific rationale, goals, and methodology.* *This language will be used to provide information about the project to Congress prior to offering the award to the applicant, as well as to inform the public about the project so keep it short and simple. No longer than 1 paragraph (usually 1/2 page)*

**1. Background:**

*Should include: known science on your topic and what you have achieved by prior work. Usual length: 1 to 4 paragraphs*.

**2. Goals and Proposed Work:**

*This is a short summary paragraph on the overall scientific question to be addressed under this task. Usual length: 1 to 2 paragraphs*.

**3. Methodology and Research Tasks:**

*Use bullets or numbers (3.1, 3.2, etc.) to outline all the steps necessary to complete* *the scientific research on the task.* *Please state whether any data you will be using for validation is pre-existing data or data you will be collecting as part of this task*. *This is usually the longest section: 4 to 12 paragraphs*.

**4. Milestones and Expected Outcomes:**

*Give a short explanation of what you expect to achieve this year, especially research products and documentation. Expected publications and presentations should also be included Usual length: 1 to 2 paragraphs* or *4 to 10 bullets.*

**5. Data Sharing Plan**

*This is a required section. Explain how your work will be archived and made available to your scientific colleagues. CISESS will add its own Data Sharing Plan as an Appendix*. *Usual length: 1 paragraph.*

**6. References**

*Optional: use format below. Usual length 2–10 citation*

Last name, First Name, etc. or *et al*., Year: Title, *Journal*, **Volume**, First Page–Last Page (status if not published yet).

**7. Task I Funding**

The 2.7% Task I funding amount will contribute to supporting activities in agreement with Task I definitions. Funds from this item support the operation of CISESS; provide outreach platforms to transmit the institute's science to varied audiences; and train and develop future scientists in the workforce. This funding is further broken into two categories: (a) Administrative activities, management, and other strictly administrative activities; (b) Education and outreach activities including support of post-docs and graduate students within CISESS not assigned to specific projects or research; support of undergraduate research interns; development of community outreach, education, and training programs; and support for CISESS education and outreach staff.

**NOTES**

* The narrative should be a minimum of 4 pages (excluding the cover pages & letter);
* Do not write a task as if it was a contract. Avoid contractual jargon, for example:
  + Instead of Statement of Work use Research Plan.
  + Instead of Deliverables use Milestones.
* Sample narratives can be provided by Deb Baker (drb@umd.edu) upon request.