

2007 Call for Proposals

Western Regional Panel on Aquatic Nuisance Species

Program Description. The Western Regional Panel (WRP) on Aquatic Nuisance Species requests proposals for projects that address WRP high priority issues for aquatic nuisance species (ANS). These projects will advance the goals of the WRP by developing tools and information to help prevent, monitor and control ANS in western North America. More information about the WRP can be found at <http://answest.fws.gov/>.

WRP goal (in statute): Protect limited western aquatic resources by preventing the introduction and spread of exotic nuisance species into western marine and freshwater systems through the coordinated management and research activities of state, tribal, federal, commercial, environmental, research entities and other regional panels.

Program Priorities. The WRP membership identified the following activities as high priorities for 2007 funding. This is not an exclusive list. Projects that address related topics are also encouraged.

- Develop a list of highest priority risks and threats to the region or portions of the region. Develop a manual of the specific federal, state, and local management measures available to minimize a risk(s).
- Develop and implement specific action(s) (e.g. Develop briefing materials and traveling presentations, etc) to educate key decision and policy makers in all or specific western states about the environmental consequences of invasive aquatic species thereby promoting more effective state ANS management programs.
- Develop a prioritized and well-justified list of the top ten invasive species research needs for the region and funding sources (e.g. annotated list of federal/state/private programs, etc.) that could be pursued to support these projects.
- Work with Canadian provinces to develop a pilot project to close the U.S./Canadian border to aquatic invasive species, and develop and implement protocols to train border officials in identifying aquatic nuisance species on boats and for inspecting boats on trailers, and integrate these efforts with the Stop Aquatic Hitchhiker campaign and the Canadian equivalent of this campaign.
- Develop and implement communications actions to raise the profile of invasive aquatic species (generally or specifically) as a significant environmental threat to the region. The actions should target key audiences (such as recipients of outdoor activity catalogs, tourist type travelers on ferries/jets/cruise ships, recipients of hunting/fishing/boat license holders, aquarium consumers, etc), use appropriate communication tools (such as elements of the national Stop Aquatic Hitchhikers and Habitattitude campaigns) and identify specific outcomes.
- Develop and carry out workshops on specific issues of regional concern, such as a) vectors and/or control technologies, b) how to determine socio-economic

impacts of aquatic nuisance species, c) engaging volunteers in specific aspects of ANS management (e.g. monitoring, removal, etc.), and d) how to make state or regional education programs more effective.

- Build tools that help member states improve aquatic nuisance species management programs such as regional or sub-regional invasive species literature reviews with summaries of species ecological limitations, guides or keys on non-native animals for citizen naturalists/field personnel, and risk assessment protocols.

Funds Available: A total of \$30,000 is available to fund one to three projects. WRP encourages projects that are in the \$10,000 to \$15,000 range. Funds will be administered by the U.S Fish and Wildlife Service and will be awarded as a contract between the individual's institution and the U.S. Fish and Wildlife Service. Projects that use the funds as "seed money" for larger scale projects or have matching funds available are strongly encouraged.

Overhead: The WRP funding covers overhead costs of up to 15 percent and no more.

Project Duration and Award Period: Projects must be completed within 2 years of the award date in October 2006. Start dates are flexible but can start as early as winter 2006-2007.

Eligibility: Any individuals in federal, state, provincial or local agencies, institutions of higher education, commercial or non-profit organizations, Tribes, and international organizations are eligible for funding as investigators or cooperators. Canadian applicants must have U.S partners.

Cost Sharing and Matching: No matching funds or cost sharing arrangements are required, although these are desirable and may be considered in the award process.

Consultation: Applicants must discuss funding proposals with and gain written support and approval from their respective WRP state or provincial representative. WRP representatives are listed in Appendix A.

Proposal format: Proposals must not exceed 4 pages and must include the following:

1. Page 1: **Abstract page**
 - a. Project title
 - b. Name, title of principal investigator(s), contact information and affiliated agency/organization.
 - c. Project partners, contact information and their role in the project.
 - d. One paragraph project abstract.
 - e. One paragraph statement of support from respective WRP member. Attach letter of support.

2. Page 2-3: **Project design**

- a. Issue and/or Problem: Describe the issue and/or problem that the project will address. The issue and/or problem must be clearly tied to the goal of the WRP and to a **funding priority** (listed on page 1 of this RFP).
- b. Objectives: List the objectives of the project. They should be specific, realistic, and measurable, and relate directly to a funding priority. Well-written objectives will describe the results or outcomes of the project in terms of benefits to the Western Regional Panel members and to the goal of the WRP.
- c. Activities: List the project activities you will conduct to achieve the objectives listed above. Include plans for distributing any products you develop.
- d. Deliverables: List the schedule and specific deliverables of the project, such as publications, workshops or events.

3. Page 4: **Budget and cost justification**

- a. Budget summary: Present your budget using the categories in the following table. Omit a category if you have no costs associated with it.

Budget			
Category	WRP Request	Match (In Kind, \$)	Total
Personnel x hours @ \$__ per hour			
Office			
Travel			
Materials			
Indirect Costs			
Special			
Total			

- b. Cost Justification: Write a brief narrative that summarizes the funding needs for your project and that links the 6 categories in the table. Give a cost analysis for each deliverable you identify in the project design. Describe resource commitments of in-kind donations, funds and/or volunteers from other groups. The WRP strongly encourages in-kind donations and matching funds.

Due date deadline: Proposals are due **August 8, 2006** by 5:00 pm (PDST). Email all proposals to Kevin Anderson at kanderson@psat.wa.gov.

Selection Process.

- WRP members will decide which projects to fund at the annual meeting in Portland, Oregon on September 13-15, 2006.
- The WRP executive committee will screen all proposals to determine eligibility and whether projects address the program priorities by August 10, 2006.
- The executive committee will provide the top eligible proposals to WRP members for their review by September 7, 2006.
- At the annual meeting, eligible project applicants will provide a 3-5 minute oral presentation that describes the project to the WRP membership. If the applicant cannot attend, the WRP state representative or other appropriate person may present the proposal.
- The WRP members will evaluate and rank the projects based on how well they address the specific elements of the project design, and budget and cost justification.
- Based on available funds and requested funding support, the top project(s) will receive funding.

Project Performance and Evaluation.

- The applicants that are selected to receive funding must submit a detailed statement of work as part of the contracting process.
- The WRP executive committee will oversee the completion of the project and work with the U.S. Fish and Wildlife Service to ensure completion of the project goals.
- Contractors must submit quarterly reports to the WRP executive committee and the U.S. Fish and Wildlife Service.
- The U.S. Fish and Wildlife Service can divert funds to another project if adequate progress on a particular contract is not being made.
- If projects that are progressing adequately require additional funds, unspent project funds can be requested if other projects are not completed on time.

Western Regional Panel On Aquatic Nuisance Species

(7/11/06)

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