



**UNITED STATES
DEPARTMENT OF THE INTERIOR**



**BUREAU OF LAND MANAGEMENT
Fire and Aviation Directorate
National Interagency Fire Center
Lead Agency for the Joint Fire Science
Program**

Joint Fire Science Program

The Joint Fire Science Program provides funding for scientific studies to address problems associated with managing wildland fuels, fires, and fire-impacted ecosystems.

Department of the Interior and Related Agencies Appropriation Act for FY 1998 and subsequent years
(P.L. 105-83; H.R. Report 105-163)

**PROJECT ANNOUNCEMENT No. FA-RFA09-0004
Regional Science Delivery and Outreach (1 task statement)**

CFDA No. 15.232

ISSUE DATE: May 13, 2009

JFSP Request for Applications (RFA) 2009-4

CLOSING DATE & TIME

July 10, 2009 5:00 pm MDT

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TABLE OF CONTENTS

	<u>Page</u>
Table of Contents	2
SECTION I. Funding Opportunity Description	4
A. Legislative Authority	4
B. Project Background Information	4
C. Program/Project Objective	4
D. Statement of Joint Objectives/Project Management Plan	4
E. Period of Project	4
SECTION II. Award Information	4
A. Expected Number of Awards	4
B. Estimated Total Program Funding	4
C. Award Ceiling	4
D. Assistance Instrument	4
SECTION III. Eligibility Information	4
A. Eligible Applicants	4
B. Cost Sharing or Matching	5
SECTION IV. Application and Submission Information	5
A. Proposal Submission and Agency Contact	5
B. Task Statement	5
1. JFSP Regional Science Delivery and Outreach	5
C. Format Overview	8
1. Statement of Need	8
2. Geographic region	8
3. Consortium partners	8
4. End-user communities	9
5. Existing science delivery partnerships	9
6. End-user interactions	9
7. Intended focus of the consortium	9
8. Program effectiveness	9
9. Budget	9
10. Literature Cited	10
D. Proposal Application Requirements	10
1. Proposal Submission	11
2. Contacts	11
3. Confirmation Page	11
4. Attachments	11
5. Task Statement	12
6. Format	12

7. Page Limits	12
8. Title Page	12
9. Signatures	12
10. Indirect Costs	12
11. In-kind Contributions	12
12. Support Letters	12
13. Salary Justifications	12
14. Past-due Projects	13
SECTION V. Application Review and Evaluation Information	13
A. Review Overview	13
B. Review Criteria	13
SECTION VI. Definitions	14
SECTION VII. Attachments	15
1. Attachment 1	15
2. Attachment 2	17

SECTION I. FUNDING OPPORTUNITY DESCRIPTION

- A. Legislative Authority:** Department of the Interior and Related Agencies Appropriation Act for FY 1998 and subsequent years (P.L. 105-83; H.R. Report 105-163).
- B. Project Background Information:** The Joint Fire Science Program (JFSP) is a partnership of six federal wildland management and research agencies with a need to address problems associated with managing wildland fuels, fires, and fire-impacted ecosystems. The partnering agencies include the U.S. Department of Agriculture, Forest Service and five bureaus in the U.S. Department of the Interior - Bureau of Indian Affairs, Bureau of Land Management, National Park Service, Fish and Wildlife Service, and the Geological Survey.
- For further background on the JFSP, those considering submitting proposals should visit our website at www.firescience.gov.
- C. Program/Project Objective:** The U.S. Congress directed the Department of the Interior and the USDA Forest Service to develop a Joint Fire Science Program and Plan to prioritize and provide sound scientific studies to support land management agencies. Current priorities are identified as task statements in this Request for Applications (RFA).
- D. Statement of Joint Objectives/Project Management Plan:** The JFSP Governing Board and Program Manager will establish an oversight relationship with the Federal Cooperator and Principal Investigator(s) on each funded project. Projects will be required, at a minimum, to provide a written progress report annually. Program Office staff may visit selected project sites each year.
- E. Period of Project:** The JFSP Governing Board expects that individual projects will be accomplished within 6 months or less.

SECTION II. AWARD INFORMATION

- A. Expected Number of Awards:** Approximately 2-10
- B. Estimated Total Program Funding:** Approximately \$500,000 - \$1,000,000.00
- C. Award Ceiling:** None
- D. Assistance Instrument:** To be determined at a later date by the cooperating federal agency sponsoring the proposed project.

SECTION III. ELIGIBILITY INFORMATION

- A. Eligible Applicants:** The JFSP encourages proposals from all interested parties. However, because the focus of the JFSP is on wildland fire and fuels issues on federal wildlands, evidence of direct involvement by federal scientists or land managers in the development of proposals must be included in all proposals. Funding awards will be made by the Bureau of Land Management only to the federal agency sponsoring the selected project(s). Prior to award, the recipient federal agency shall register and/or maintain their own information with Dun & Bradstreet and the Central Contractor Registration/Business Partner Network System. To obtain a valid Dun & Bradstreet Number (D&B) or re-validate an inactive number contact Dun & Bradstreet at <http://www.dnb.com>/or by calling them at 800-333-0505. There is a Federal Agency registration link on the Central Contractor Registration System (CCR) at <http://www.ccr.gov>.

Upon receipt of a fully executed Inter/Intra-Agency Agreement or other appropriate funding document and award of funds, the sponsoring federal agency will be responsible for all sub-award transactions to cooperators or contractors related to the project, e.g. universities, other federal agencies, state and local agencies, research institutes, and non-profit organizations. The individual federal agencies sponsoring proposed projects will be not be required to re-announce opportunities for assistance agreements in Grants.gov that were submitted to them under this announcement. The federal agency sponsoring the project must abide by their agency's contract/grants and agreements authorities, regulations, policy and procedures in all sub-award transactions. The end date for all sub-awards must match the end date in the funding transfer document.

B. Cost Sharing or Matching: This program has no matching requirements.

SECTION IV. APPLICATION and SUBMISSION INFORMATION

A. Proposal Submission and Agency Contact

Your proposal must be submitted by 5:00 pm MDT July 10, 2009, using the electronic submission process provided on the JFSP website www.firescience.gov. Proposals should not be submitted in Grants.gov. There will be no exceptions to this closing date.

All proposals must meet all requirements in Section D (Proposal Application Requirements). Proposals that do not meet all requirements in this section will not be considered for funding.

Proposals must be submitted in the appropriate task statement being addressed. The proposal will be reviewed and its merits judged in the context of this one task statement only.

Questions should be directed to:

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National Interagency Fire Center
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B. Task Statement

1. JFSP Regional Science Delivery and Outreach

The Joint Fire Science Program (JFSP) is soliciting start-up proposals to support regional consortia of fire science providers and managers to enhance fire science delivery and adoption. The JFSP hopes to develop a national network of regional consortia, each operating as a willing and formal association working together to enhance fire science delivery and adoption within a specified geographic region. **The intent of the current solicitation is to support initial planning and an assessment of management needs for selected consortia. For consortia funded under this solicitation, the desired outcome is a full proposal for a two-year operating period.**

Proposals submitted in response to the current solicitation must include information regarding a statement of need, geographic region, consortium partners, end-user communities, existing

science delivery partnerships, end-user interactions, intended focus, program effectiveness, and budget. Proposals should also describe how end-user communities will be engaged to determine their information needs and priorities. See the template and format overview in this announcement for more information.

Start-up proposals will be evaluated by the JFSP Governing Board and funds will be provided to Principal Investigators to conduct the initial planning activities described in selected proposals.

The expected product from start-up funds provided under this solicitation is a full proposal for a two-year plan of activities and products that contribute to the objectives listed below. Plans for this two-year period will be documented in the form of a proposal to JFSP that includes specific activities to be implemented by the consortium. These follow-up proposals must be submitted to JFSP via the JFSP website by January 15, 2010. A specific template for these proposals will be provided to Principal Investigators of start-up proposals selected by the Governing Board for funding through the current solicitation.

Full proposals that result from the current solicitation will be evaluated by the JFSP Governing Board in the winter of 2010. Evaluation criteria for full proposals will be provided to Principal Investigators of start-up proposals selected by the Governing Board for funding. For full proposals selected for funding by the Governing Board, funds will be provided to implement the two-year plan of activities described in full proposals. Funding provided to Principal Investigators of selected start-up proposals through the current solicitation does not guarantee further funding of full proposals.

Funding may be extended on an annual basis following the two-year initial implementation period, subject to an annual review of accomplishments and approval of an operating plan by JFSP. Annual planning should be founded on client interactions to determine the activities most desired by the regional client base.

Background

An often-heard phrase is “use the best available science”. But managers often don’t know what information is already available nor the quality and applicability of that research to their management plans and projects. Another problem is the research may not be integrated in a context meaningful to management. And while the research may be of the highest quality and peer-reviewed, demonstration of science findings in the field is often lacking.

Everett M. Rogers, author of **Diffusion of Innovations** (Free Press-Simon & Schuster, 2003) states, “Getting a new idea adopted, even when it has obvious advantages, is difficult. Many innovations require a lengthy period of many years from the time when they become available to the time when they are widely adopted. Therefore, a common problem for many individuals and organizations is how to speed up the rate of diffusion of an innovation”.

The Joint Fire Science Program (JFSP) seeks to accelerate the awareness, understanding, and adoption of wildland fire science information by federal, tribal, state, local, and private stakeholders within identified regions. Our vision is a national network of regional consortia comprised of interested management and science stakeholders working together to tailor and actively demonstrate existing information to benefit management of a large ecologically similar region.

The Governing Board of the JFSP seeks proposals to form regional consortia focused on the goal of enhancing fire science delivery and adoption. This proposal solicitation identifies six key objectives and describes example activities that could contribute to each objective. Proposals are not required to address all of these objectives, but are encouraged to address as many as can be effectively managed, or suggest additional objectives identified through interactions with practitioners and managers.

Dissemination of information and building relationships

It is essential that relationships be fostered between scientists, practitioners, and managers. A critical need is for regular, consistent, and timely dissemination of credible information tailored for the regional audience. This objective is central to building visibility, trust, and dialog among stakeholders in a region. The JFSP encourages the following activities:

- Periodic alerts or newsletters
- Publish and disseminate publications to all stakeholders
- Develop, promote, and manage regional communities of practice to support peer-to-peer networking and knowledge exchange
- Develop and manage a regional, web-based NEPA aid that allows fuels and resource planners to quickly access relevant research results

Listing and describing existing research and synthesis information

Managers often are not aware of existing research, and research is often not conducted or presented in a form where practical management implications are obvious. The following activities could support this objective:

- Develop and maintain a regional, quick-reference web catalog of existing fire and fuels research results
- Develop and maintain a regional, geo-spatial web catalog of new and ongoing research projects
- Develop regional specific information in the Fire Effects Information System database

Methods to assess the quality and applicability of research

While it is important to collect and display existing information and research in progress, managers also need to understand the quality and strength of available evidence relevant to specific management questions. The JFSP is interested in further development of systematic evidence reviews that address important regional fire and fuels management questions.

Demonstrating research on the ground

The JFSP Governing Board believes that demonstrating application of research discoveries in the field is essential to the rapid understanding and adoption of wildland fire science information. These activities could support this objective:

- Develop and conduct regional roadshows and field discussions to showcase recent fire research findings, demonstrate innovative practices, or highlight a fire research need
- Develop and manage a network of regional demonstration areas that highlight application of recent research findings

Adaptive management

The JFSP is interested in funding place-based adaptive management partnerships that promote adoption of fire science findings by fire, fuel, and land managers. The goal is to support a program of adaptive management activities in a specific place executed by a sustained science-

management partnership. These activities could take any of the following forms, and are intended to be implemented as a coherent program rather than as unconnected, individual activities:

- Innovative project and/or landscape planning processes that illustrate application of recent fire science findings
- Application of innovative practices based on new science findings
- Monitoring project effectiveness and effects
- Management experiments implemented through ongoing fire and fuels management programs
- Outreach efforts to share results through field tours, workshops, publications, websites, or other suitable means

New research, synthesis, or validation needs

Each consortium should develop mechanisms where stakeholders can provide input about future fire and fuels research needs to the JFSP Governing Board. These priorities could then be considered for new research funding in support of the regional consortia. Regional consortia could develop and conduct stakeholder roundtables to identify regional fire and fuels research needs, or identify specific questions and topics that might be included in systematic evidence reviews.

C. Format Overview

Once again, the intent of the current solicitation is to support initial planning and an assessment of management needs for selected consortia. For consortia funded under this solicitation, the desired outcome is a full proposal for a two-year operating period.

Your response to this solicitation must specify the scope, capabilities, and focus of the consortium in sufficient detail to allow reviewers to assess the likely feasibility and potential success of the consortium.

The proposal text, excluding additional documents attached separately, must be limited to eight (8) pages. Proposals must use at least 11 point font and leave one inch margins.

Project applications must meet all requirements in Section D (Proposal application requirements) to be considered. Proposals that do not meet all requirements will not be considered for funding.

1. Statement of need

This section should include a brief statement that identifies the current level of fire science delivery in the geographic region to be served and the need to enhance fire science delivery and adoption.

2. Geographic region

Please describe the proposed geography of the region to be served, including key organizations and institutions. Include a map showing the region.

3. Consortium partners

Please identify and describe the partner institutions that will collaborate through this regional consortium to conduct fire science delivery and outreach activities. Include descriptions of existing capabilities and ongoing fire science delivery and outreach programs or activities for each institution.

4. End-user communities

Please describe the intended beneficiaries of enhanced fire science delivery and outreach activities. Indicate the institutions and roles that will be targeted by consortium activities.

5. Existing science delivery partnerships

Please describe existing science delivery partnerships related to fire and fuels management in your region. Indicate the status of these partnerships, ongoing activities, partnership capabilities, and any available information concerning partnership effectiveness.

6. End-user interactions

Please describe the activities you intend to engage in to make sure end-user communities needs and priorities are understood and communicated, and to evaluate consortium effectiveness.

7. Intended focus of the consortium

Please describe the likely kinds of activities you will describe in your final product to JFSP (i.e., a full proposal for two-year implementation). Given what you know about end-user needs and the capabilities of the consortium, which objectives and types of activities provide the best opportunities to add value?

The intent of the JFSP Governing Board is to enhance activities and capabilities of existing science delivery partnerships in the region. Please describe how activities planned under this proposal add value to existing partnerships.

8. Program effectiveness

Please describe how program effectiveness will be evaluated. Indicate what information will be collected and how it will be assessed.

9. Budget

The JFSP Governing Board does not fund projects that are, or should be, funded internally from existing accounts or operational portions of other projects (e.g., installation of fuels treatments or development of fire management plans).

Applicants should ensure that an appropriate Federal Fiscal Representative (see definition Section VI), as well as budget, or grants and contract offices of non-federal cooperators, review the proposal prior to submission to ensure the budget and other fiscal aspects of the proposal meet agency requirements.

The Federal Fiscal Representative, or other point of contact as delegated by the sponsoring agency, will be responsible for receiving funding if the proposal is funded. When submitting a proposal the Principal Investigator certifies that the Federal Fiscal Representative has reviewed the proposal and is prepared to receive funds from JFSP if the proposal is funded, and that the receiving agency is prepared to execute sub-agreements or contracts as warranted.

Federal agencies, and entities receiving sub-awards, must be prepared to provide a current and active Dun and Bradstreet Number (DUNS) to the grants and agreements/contracting staff if the proposal is selected for funding.

Budget detail format

Proposals must use the format found in Attachment 2.

Indirect costs

The JFSP Governing Board recognizes the need of agencies and organizations participating in the program to recover reasonable indirect costs. However, cost effectiveness of the individual projects is a determining factor in the final selection process. The JFSP is limited within its approved policy regarding the amount of the indirect cost rate that will be approved. The maximum indirect rate is twenty (20) percent of that portion of the cost attributable to project performance. The maximum indirect rate that a federal agency may charge for flow-through/pass-through indirect costs is ten (10) percent. The Governing Board expects proposals to include only reasonable and justifiable indirect costs.

SBIR costs

Certain proposals may be required to pay a percentage of the project's costs into the Small Business Innovation Research (SBIR) program. Proposals where the funds are transferred to a Forest Service Federal Cooperator and subsequently award a portion of the total budget to a non-federal entity through a sub-agreement or sub-contract may be required to pay 2.5% of the total funds awarded externally to the SBIR program. Check with your Federal Fiscal Representative to determine if this applies to your proposal.

Salary policy

Normally, salaries of permanent full-time federal employees are expected to be provided by their agencies. This is also true of university faculty on 12-month tenure-track appointments. These employees are already fully funded by their institutions. However, the Governing Board recognizes there can be unique situations where the Governing Board may agree to fund the salary of permanent employees.

A detailed justification for funding the salary of permanent employees must be included in the proposal to be considered for funding. The justification should indicate all sources of funding, including other pending projects and associated FTE for the permanent position for which salary funding is requested. The justification must be certified by an Agency Administrator, Research Line Officer, or other appropriate institutional authority, other than the PI or other cooperator on the proposal, at the employee's organization or institution.

You must use the format found in Attachment 2 for the certification. In addition, permanent employee salary costs must be explicitly identified in the project budget. The Governing Board requires no special justification (other than a brief description of the need for the position in the budget justification section of the proposal) for funding temporary or term employees, post-doctoral employees, graduate, or undergraduate students. Stipends are normally funded, but tuition fees are not.

10. Literature cited

List all citations in the proposal (see Attachment A). Citations count towards the page limit.

D. Proposal Application Requirements

Proposals must meet all of the following requirements to be considered. Incomplete proposals will not be considered. There will be no exceptions to either the submission deadline or other submission requirements.

If you have questions about these requirements, please contact the JFSP Program Office for clarification (Becky Jenison, 208.387.5958; John Cissel, 208.387.5349).

1. Proposal Submission – Proposal must be submitted electronically via the JFSP website (www.firescience.gov). Proposals should not be submitted in Grants.gov. Hard copy or facsimile proposals will not be accepted.

- Proposers must have a login and password to access the database to submit a proposal. Requests for access will be processed in approximately 48 hours.
- Proposals must have only and only one Principal Investigator (PI) assigned. Only the PI can submit the proposal.
- Proposals can be saved in the JFSP system and submitted at a later date prior to the closing date and time. Submitted proposals can be reverted back to final draft by the PI prior to the closing date, if you revert a proposal back to draft you must resubmit the proposal before the closing date and time.
- The system will not allow proposals to be submitted after the closing date and time.

2. Contacts – Proposals must have the following contacts (see definitions section VI) assigned to a proposal to be considered:

- Principal Investigator (Only one Principal Investigator can be assigned)
- Federal Cooperator – This can be the PI if they are a federal employee (only one federal cooperator can be assigned)
- Federal Fiscal Representative (only one federal fiscal representative can be assigned)

All Contacts must be entered on the “Contacts tab” in the system to meet the requirements. Contacts must be registered and have a profile in the system to be added as a contact. Please allow the Program Office at least 48 hours to create a contact in the system. It is the responsibility of the individual contacts to ensure that the contact information in the JFSP electronic submission system is correct including affiliation, e-mail, phone number and address.

3. Confirmation Page – When you submit your proposal you will receive a confirmation page. This page will serve as confirmation that a proposal was submitted. We highly recommend that you save or print this page for your records. You should receive an e-mail from the JFSP program office within 30 days letting you know that your proposal has either been forwarded for review, or rejected for not meeting administrative requirements. If you do not receive this e-mail you should fax or e-mail your confirmation to Becky Jenison at Becky_Jenison@blm.gov or Fax: 208-387-5960 as soon as possible.

4. Attachments – All required documents must be attached before the proposal is submitted. Proposals with more than the required attachments will not be accepted.

Required attachments:

- Attachment 1 – The following must be provided using the template in attachment 1:
 - The body of the text. Proposals over the page limit will not be accepted
- Attachment 2 – The following must be provided using the template in attachment 2:
 - Budget Detail
 - C.V.s of the PI (2 page maximum) and co-PIs (1 page maximum)

- Letter(s) of support
- Salary justification (only required if funding is requested to pay salary for permanent full time or tenure track employees)

5. Task Statement – Proposals that do not clearly and directly meet the intent of the task statement stated will not be considered for funding.

6. Format – Proposals not following the required format will not be considered. Proposals must use at least 11 point font. Additional guidance is in the "Format Overview" section.

7. Page Limits – Proposals exceeding the page limit (8 pages) will not be considered.
-What counts – Attachment 1 body of the proposal including literature cited
- What does not count – Attachment 2 CVs, budget detail, salary justification, and support letters

8. Title Page – There is no longer a title page for proposals. Information formerly included on our title page must be submitted in the electronic proposal database on the "Details" tab. Required fields are marked and must be completed in order to submit your proposal.

9. Signatures – Handwritten signatures are no longer required. When Principal Investigators (PIs) submit proposals they will be prompted to input their password. By typing in the password PIs certify that "the Federal Cooperator and Co-PIs have reviewed the proposal and have agreed to participate in this role. I am also certifying that the Federal Fiscal Representative has reviewed the budget and is prepared to receive funds from JFSP if the proposal is funded, and the receiving agency is prepared to execute sub-agreements or contracts as warranted."

10. Indirect Costs – JFSP will not consider proposals asking for more than 20% indirect costs and/or more than 10% pass-through costs.

11. In-kind Contributions – JFSP does not have a standard ratio or minimum requirement for in-kind contributions. However, in-kind contributions are an evaluation factor.

12. Support Letters – Support letters are encouraged, but not required. If submitted, they must be attached as part of Attachment 2 to the electronic proposal to be considered. Support letters sent by hard copy or email directly to JFSP will not be considered. Support letters must clearly state the title of the project and the name of the PI of the proposed work.

13. Salary Justifications - Salary justifications are only required if the proposal is requesting funds for salary of permanent or tenured employees for a portion of the year normally covered by permanent or tenured funding. If required, the salary justifications must contain all of the requested information and be signed electronically by the applicable Agency Administrator (see Definitions, Section VI). Salary justifications must be attached as part of Attachment 2 to the electronic proposal.

14. Past-due Projects – No proposals will be considered if the work will be

implemented by a PI or Co-PI who is a PI or Co-PI on a JFSP project that is past due as of the closing date of this announcement. See the JFSP website for the complete JFSP past due and extension request policy.

SECTION V. APPLICATION REVIEW and EVALUATION INFORMATION

Review Overview

Proposals will be reviewed in two stages:

1. JFSP Program Office – Administrative requirements and task statement intent
2. Governing Board – Proposal merit and support

Review Criteria

Geographic Region

- Is the geographic region to be served clearly articulated?
- Does proposed area have similar ecological, environmental, climatic, and cultural attributes and drivers at a broad scale?
- Have all relevant institutions been included in coordination at this scale?
- Does the proposed geographic region overlap well with research and management history?

Consortium partners

- Is there a clear description of the partner organizations and their science delivery capabilities?
- What are the science delivery skills and experience of the investigators?
- Will the work be accomplished by a collaborative, multi-institution team?
- How does this proposal build on existing partnerships?

End-user communities

- Are the intended end users clearly described?
- Is there evidence that end-user communities see a need for this proposal?
- Are end-users supportive of this proposal, e.g., letters of support, in-kind contributions, participation as an investigator?

Program effectiveness

- Are intended activities clearly described?
- Do the intended activities meet JFSP task statement objectives?
- Are there innovative approaches to science delivery planned?
- Is there a clear methodology for evaluating program effectiveness?

SECTION VI. DEFINITIONS

Request for Applications (RFA): Joint Fire Science Program method of requesting project proposals. The RFA includes task statements for which proposals are sought, instructions for proposal submission, and related information.

Federal Fiscal Representative: Employee of the federal agency sponsoring a proposed project who will be responsible for the review and approval of the project's budget. This individual may also serve as the administrative and/or fiscal point of contact for the proposed project if funding is awarded. The individual delegated as the point of contact for the funding award document is typically a Grants and Agreements Specialist, Contracting Officer, Budget Analyst or Administrative Officer.

Principal Investigator (PI): The individual identified in a proposal who is the research lead for the project. This individual is responsible for coordinating all research related activities and will be the primary science contact for the project. The PI is responsible for communicating and coordinating with Co-PIs and others on the research team.

Co-Principal Investigator (Co-PI): The individual(s) identified in a proposal who works with the research lead on the project and makes a substantial contribution to the project. The Co-PI is responsible for communicating and coordinating with the PI.

Federal Cooperator: This individual must be a federal employee and is responsible for coordinating with the PI (if the PI is other than her/himself), and the grants and agreements and budget/finance staff on administrative activities for this project. The Federal Cooperator will be one of the primary contacts for the project and should stay informed and involved in project activities.

Indirect Costs: Those costs that are a percentage of the total cost used to pay for overhead/administrative costs attributable to a specific research project. Examples include the cost of operations and maintenance such as janitorial, phone, and clerical services. The Joint Fire Science Program recognizes two types of indirect costs: 1) “in-house” costs incurred by the agency, institution, or unit completing the research; and 2) “pass-through” costs associated with sub-awarding project funds to another agency, institution, or entity for the purpose of completing research or science delivery.

Joint Fire Science Program Governing Board: An appointed, 10-person Board representing the JFSP partnering agencies. The Board provides strategic direction and oversight to JFSP, identifies important research questions, selects proposals for funding, supervises the JFSP Program Manager, and conducts related business.

Science Delivery and Application: The transfer of information, materials, models and other research deliverables to end users, along with adequate information and training to apply the deliverables. Examples of active methods include workshops, training sessions, guided field tours, conferences, meetings, and symposia. Examples of passive methods include published papers and websites. A combination of active and passive methods is preferred.

Task Statement: A specific area of interest, identified in the RFA, for which proposed project applications are sought.

SECTION VII. ATTACHMENTS

ATTACHMENT 1 – PROPOSAL TEMPLATE

Proposals must use the following template to be considered

You must use at least 11 point font

Title (please include a reference to the region served in the title)

Principal Investigator name and affiliation (please do not list Co-PIs or collaborators here or elsewhere in the proposal body)

1. Statement of need

<Narrative>

2. Geographic region

<Narrative>

3. Consortium partners

<Narrative>

4. End-user communities

<Narrative>

5. Science delivery partnerships

<Narrative>

6. End-user interactions

<Narrative>

7. Intended focus of the consortium

<Narrative>

8. Program effectiveness

<Narrative>

9. Budget

Table x. Budget Summary for Period of Funding (9/1/09 through 1/15/10)

	Requested	Contributed	TOTAL
LABOR			
TRAVEL			
VEHICLES			

Materials and Supplies:			
Other Costs to conduct roundtables or discover end-user priorities such as facilitation, recording, meeting space, travel, and related items Itemize			
Total Direct Costs			
Indirect Costs: XX% - all costs			
Total Contributed Funding all years		xxxxxxx	xxxxxxx
Total Requested Funding all years	xxxxxxx		xxxxxxx

10. Roles of investigators and associated personnel

Table x. Roles and Responsibilities of Associated Personnel

Personnel	Role	Responsibility

11. Literature cited

ATTACHMENT 2 – BUDGET DETAIL

Table x. Budget Detail for Period of Funding (9/1/09 through 1/15/10)

	Requested	Contributed	TOTAL
LABOR/PI salary: \$xx/week @ xx weeks for FY xx, yy, and zz)			
LABOR/Other Salary: \$xx/week @ xx weeks for FY xx, yy, and zz)			
LABOR/Other Salary: \$xx/week @ xx weeks for FY xx, yy, and zz)			
LABOR/Other Salary: \$xx/week @ xx weeks for FY xx, yy, and zz)			
LABOR/Other Salary: \$xx/week @ xx weeks for FY xx, yy, and zz)			
LABOR/Other Salary: \$xx/week @ xx weeks for FY xx, yy, and zz)			
LABOR/Other Salary Subtotal			
Commercial air travel:			
Travel expenses (i.e., meals, lodging): - Field - Site Visits - Other			
Vehicle Rental:			
-			
Materials and Supplies:			
-			
Other - Costs to conduct roundtables or discover end-user priorities such as facilitation, recording, meeting space, travel, and related items - Itemize			
Total Direct Costs			
Indirect Costs attributable to project (in-house): XX% - of total direct costs (if applicable)			
Pass-through indirect costs: YY% - of total direct costs (if applicable)			
Total Contributed Funding all years		XXXXX	XXXXX
Total Requested funding all years	XXXXXX		XXXXXXXX

ATTACHMENT 2 – SALARY JUSTIFICATION

Certification to the Joint Fire Science Program Justification of Need for Salary Support

I hereby certify the attached Justification of Need to provide temporary salaries for full-time permanent employee (s) _____ (*list name of employee(s)*) is necessary and appropriate to enable him/her (them) to fully and directly participate in the proposed project.

Justification:

I understand that salary funding for this/these employee(s) directly involved in the proposed project is temporary and will not be provided beyond the duration of the proposed project.

Signature /s/ _____

Date _____

Title _____

Phone No. _____

ATTACHMENT 2 – CURRICULUM VITAE

ATTACHMENT 2 – LETTERS OF SUPPORT

-- END OF PROGRAM ANNOUNCEMENT –