

# Florida Institute of Oceanography

## Request for Subsidized Ship/Lab Time

Proposals Fiscal Year 21/22

Date of Issue: April 8, 2021

### General Information

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This solicitation invites proposals for the following three (3) request categories for fiscal year 2021-2022

1. **Subsidized shiptime/laboratory time.** This year, FIO will place emphasis on providing educational opportunities/experiences for State University System (SUS) undergraduate and graduate students with subsidized time on the R/V Hogarth, R/V Weatherbird, and at the Keys Marine Lab. Hybrid proposals to carry out research in an educational context are encouraged but proposals that focus primarily on research will not receive the same level of priority as those with an educational component.

Please see Appendix A (Subsidized Shiptime Proposal Guidelines) for additional information.

2. **Sample Cruises/KML experiences.** SUS faculty who have not previously utilized FIO services may apply for sample cruises and/or KML experiences as an introduction to FIO facilities. These will be 2-3 day experiences designed to provide faculty the knowledge and skill sets needed to plan and facilitate research cruises on FIO vessels or to utilize the Keys Marine Lab which will enhance research/teaching programs. Sample cruise dates and KML time will be arranged depending on the number of requests.
3. **New field courses.** FIO is soliciting proposals for courses that will take place exclusively onboard an FIO research vessel or at KML. The institute anticipates funding one shipboard course and one laboratory-based field course, respectively. These undergraduate and/or graduate field courses should (1) utilize the unique resources and capabilities of FIO's infrastructure, (2) have a high impact on students, and (3) target students across the SUS who have the potential to become future leaders and stewards of Florida's coastal and ocean ecosystems. Successful courses may continue in upcoming years and new course proposals will be solicited. Examples of shipboard courses include coastal underwater mapping or offshore studies related to ocean warming and acidification. Keys Marine Lab courses will take advantage of the unique location and facilities of the laboratory on Long Key. An example would be a course in coral ecology- focusing on coral reef restoration.

Approved proposals would provide up to \$2,000 in seed money for courses that would occur in the 2021-22 fiscal year with potential for up to \$20,000 (limited to 7-10 ship days or 7-14 KML days) to be provided to successful applicants. Note that the shipboard course can cover no more than 10-13 people (including instructors) and KML-based courses are limited to 18 students (including instructors) due to facility and vessel occupancy standards.

## Eligibility Information

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### Who May Submit Proposals:

- Faculty from Full Members

### Who May Serve as PI:

- Faculty from Full Members

### Limit on Number of Proposals per PI or Co-PI:

- An individual may appear as PI or Co-PI in no more than one proposal submitted in response to this solicitation.

## Proposal Submission Instructions/Requirements

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- **Solicitation#1: Subsidized Shiptime/laboratory time: See Appendix A for details**
  - **Full Proposal Deadline(s):** May 7, 2021 due by 5 p.m. EST
  - Awardees will be responsible for the 10% match at the current vessel and KML rate.
  - Proposals requesting the R/V Weatherbird must include strong operational justification for why the larger vessel is needed. Funded proposals will be subject to all incidental costs related to cruise(s) including but not limited to, port fees, agent and clearance charges (for foreign ports, etc.).
  - Signed (e-signature is appropriate) FIO Attribution Policy
- **Solicitation # 2: Sample Cruises/KML experiences: See request form attached to RFP Email**
  - **Fill out the Sample Cruise request form by close of business EST Friday May 7, 2021.**
  - Signed (e-signature is appropriate) FIO Attribution Policy
- **Solicitation #3: New field courses**
  - **Letters of Intent:** Those interested in submitting course proposals should furnish FIO with a letter of intent by 5 p.m. EST May 7, 2021 to include the following:
    - Name, Title, SUS course number (e.g. BSC 4313), # of credits, and brief description of the course along with expected learning outcomes.
    - Explain specifically why the course needs to be taught on a vessel or at KML.
    - Explain how you will encourage and promote enrollment across the SUS.
    - Describe the desired impact on students and how it will contribute to success in their careers.
    - Articulate your plans on how the course will be implemented (existing course, new course, special topics course), logistics, how necessary funds will be raised, and any additional information you think will help FIO evaluate your letter of intent (not to exceed 3 pages in PDF format).
    - Please email your letter of intent to Cam Ngo: [camngo@usf.edu](mailto:camngo@usf.edu)

## Proposal Review Information

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**Evaluation criteria:** Ship or Keys Marine Laboratory proposals will be evaluated by an FIO Committee using the following criteria:

- **Length of Cruise or Stay.** Shorter educational cruises or KML stays will be favored. Where is the vessel going? How many nautical miles will be traveled?
- **Educational Impact and value.** What positive impacts will this cruise/stay have on students? Is it part of a regularly scheduled course? How many students are expected? How are the students selected?
- **Scientific context and value of the Cruise or Stay.** Is the science valid and well thought out? Will it lead to grant proposals or publications?
- **Scientific Facilities needed.** Do the scientific and/or training goals require specific research vessels or KML lab facilities?
- **Organizers.** Are any of the organizers of the cruise or laboratory stay new to FIO?

## Appeal Information

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Applicants may appeal the denial of a funding request within five (5) days of the delivery of the official letter of rejection. Provide justification for why the proposal should be re-considered.

Appeal request(s) should be addressed to the Chair of the FIO Advisory Council who may accept or deny the appeal. Email request to [Cam Ngo](mailto:CamNgo).

If the appeal is accepted, the Chair will appoint three (3) members of the FIO Council to determine if the appeal has merit. If a finding of "merit" is found, the Chair in consultation with the FIO Director will provide final determination of the request.

## FIO Attribution Policy

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Required: Acknowledge the FIO Attribution/Credit Policy and return with RFP documents

## FIO Contact

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For questions regarding:

- KML, Cindy Lewis [Cindylewis@usf.edu](mailto:Cindylewis@usf.edu) or Lisa Tipsword [ltipsword@usf.edu](mailto:ltipsword@usf.edu)
- Vessel(s) usage, Bill Walsh [walsh1@usf.edu](mailto:walsh1@usf.edu)
- Sample Cruises/KML experiences, Chris Sharp [cssharp@usf.edu](mailto:cssharp@usf.edu)
- RFP administration and fiscal, Cam Ngo [camngo@usf.edu](mailto:camngo@usf.edu) and Lieu Huynh [ldhuynh@usf.edu](mailto:ldhuynh@usf.edu)

## Appendix A:

### SUBSIDIZED/KML LAB SHIPTIME PROPOSAL GUIDELINES

The format for subsidized FIO shiptime/KML Lab proposals must include:

- I. Summary Page
- II. Title Page
- III. Results from prior cruises or KML stays (if previously awarded)
- IV. Introduction: background information for the proposed project, geographic area to be worked, and teaching requirements including course # along with scientific justification
- V. Methods (type of sampling, gear, sampling strategy, boat & scuba use etc. Be aware of permit requirements)
- VI. Permit Status and Verification
- VII. Tentative Cruise/Lab Plan (to be updated online)
- VIII. Curriculum Vitae of principal investigator(s)
- IX. Font size 12 with 1 inch margins.

Each proposal must have a title page that includes an identification of the teaching (indicate course number) or educational research activities, the number of days requested (including transit days), the preferred dates of the cruise/KML stay, the signature of the PI submitting the proposal, a single point of contact for all communications regarding the award and shiptime/KML lab time, and the signature of the appropriate university administrator who is authorized to approve your time and the university's equipment for the proposed cruise. A joint proposal may be submitted by two faculty individuals teaching multiple classes from a single institution, or jointly by two faculty members from different institutions. The title page should include the signature of the PI with the co-PI named in the proposal objectives.

FIO has established a policy requiring certification for each proposal and that FIO will not be providing state-funded shiptime for federal, state or private granting agencies. It is not the intention to penalize funded researchers, but limited state-allocated ship days cannot be used to accommodate grant-funded programs requiring shiptime. Therefore, *each proposal must include a statement signed by the principal investigator certifying that the shiptime being requested will not be used for a funded grant/contract.* Failure to include such a statement, as shown on the sample title page (found on FIO's website), will result in rejection.

The results of prior cruises/KML lab time should include, where appropriate, the university course number, number of students, outcomes (such as theses), dissertations or publications, and any grants or other funding resulting from seed data collection aboard the FIO vessels.

A tentative cruise/KML lab use plan is essential to each proposal. The [FIO website](#) contains a list of available equipment and platform specifications for the vessels and at KML. Plan your cruise using the newly created [Cruise Plan Portal](#). You should contact Lisa Tipsword about scheduling at KML. This information should be used to design a program within the capabilities of the vessel/lab. It is important to demonstrate realistic expectations of the ship and KML facilities and available equipment including ship cruising speed, science/education party capacity, gear capabilities, and permitting restrictions. A final cruise/KML use plan must be completed and submitted at least 30 days weeks prior to sailing date for domestic cruises and 60 days prior to sailing for international cruises. It is important that you read and understand the [FIO Members Charter Terms and Conditions available](#) online.