2019 Great Lakes Integrated Sciences and Assessments Small Grants Competition

Call for Full Proposals
May 13, 2019

Congratulations! Based on a review of your letter of intent, the Great Lakes Integrated Sciences and Assessments (GLISA) invites you to submit a full proposal for a 2019 GLISA small grant.

These grants will sustain and strengthen GLISA's network of boundary organizations, foster close interaction between and among GLISA knowledge brokers and grantees, learn what GLISA products and services are ready to scale-up in the region and beyond, and increase our impact. Projects must focus on adaptation to climate variability and change in the Great Lakes region.

Organizations may request up to $20,000 for a 1-year project. All grantees will have the option to apply for an additional $10,000 for a second year to continue the project, contingent on the first year of work and GLISA's funding. Refer to the call for letters of intent for background on the competition, this year's approach, and the GLISA service categories.

Deliverables:
Grant recipients will:
- Submit short quarterly progress and financial reports on a standard form.
- Work iteratively with GLISA to produce a 5-10 page white paper detailing your activities, results, and impacts. The paper is due three months after the project end date and will be posted on GLISA's website. *Projects that fail to submit a white paper by the deadline will not be eligible for future GLISA funding or project support.*
- Promote project outcomes within their networks and at least two forms of media outreach (i.e., media interview, press release, presentation at a conference or external event, development of video or podcast, inclusion in a newsletter). The promotion must acknowledge GLISA's funding and describe how our partnership benefitted the project.

Other requirements:
- At least one project team member must attend the 2020 Great Lakes Adaptation Forum to present results alongside other grantees. Dates and location are not yet selected for the Forum. If the grantee would not otherwise attend the Forum and cannot fund their own travel, these costs should be estimated and included in the proposal budget.
- Participate in quarterly calls (at most) with other grantees, organized by GLISA.
- Cooperate with GLISA researchers conducting ongoing evaluation studies of climate adaptation in the region. This may involve participating in follow-up interviews, completing a survey, providing a testimonial after the project period, etc.

Proposal Guidelines
1. **Cover Sheet (1 page)**
   a. Project title; may be different than the letter of intent.
   b. List of project team members with name, institutional affiliation, position, email.
   c. Designate one individual as the Lead investigator to serve as the primary contact for the grant; must be affiliated with the institution that will receive grant funds.
   d. GLISA Service Subcategory; may be different than letter of intent.
   e. Location(s) the work would occur in (i.e., states and provinces).
   f. Primary sector of focus (e.g., business, cities, public health). If many, list up to 10.
2. **Problem Statement and Outcomes (1 page)**
   a. Describe the specific problem, decision, policy, and/or management issue facing a particular sector or geography and explain how the project will address it.
   b. Summarize outcomes and outputs anticipated to result from the project (e.g., management actions, reports, decision tools) and how they will be used.
3. **Project Narrative (up to 4 pages)**
   a. Detail the proposed methodology and activities.
   b. Explain in detail the targeted stakeholders (i.e, who they are, how many) and how they will be recruited and engaged in the proposed work. Describe the nature of existing relationships and justify why any new relationships would be successful in a 1-year project. Projects are expected to go beyond one-way communication and actively engage stakeholders early in the project period.
   c. Describe the desired climate information (i.e., observations and/or projections, timeframe, location of interest, specific variables). If technical information beyond climate data is required, describe this and identify an anticipated source.
   d. Describe GLISA's expected role (see 'Guidance on GLISA's Contribution' below), including why the partnership is valuable and how it will benefit the project.
   e. Provide a timeline of tasks and milestones, identifying the lead for each.
   f. Include a short summary of the 2nd year of work (if you intend to apply for this).
4. **Budget & Justification (2 pages)**
   a. Detailed budget for all direct and indirect costs. GLISA will accept all indirect rates that have been negotiated with the U.S. or Canadian federal governments.
   b. Funds may be used to cover project team members salaries, communication with stakeholders, travel costs, and hosting meetings and workshops. GLISA's time commitment is on top of the $20,000 and does not need to be budgeted.
   c. Justification explaining costs in each category. All travel costs must detail estimates for air/train travel, lodging, ground transportation, and per diem.
   d. Estimated budget for 2nd year of work (if you intend to apply for this).
5. **Supplemental Information**
   a. References for citations in the proposal.
   b. 2-page resumes or CVs for all project team members.
   c. Up to 5 letters of support from organizations representing relevant stakeholders. If a target stakeholder group does *not* have a representative on the project team, it is *strongly encouraged* to include a letter of support from this group(s).

Guidance on GLISA's Contribution
Funded projects are considered a partnership between GLISA and the grantee. Regardless of the GLISA Service Category, climate information <u>must</u> be integral to the project purpose and outcomes. Grantees will work directly with one or more GLISA researchers throughout the project period.

<u>Historical Observations:</u> GLISA *can* provide historical climate information from observations at point-based and multi-county resolutions from the Global Historical Climatology Network (GHCN) Station Observations and the National Centers for Environmental Information (NCEI) Climate Divisions, respectively. These records typically go back at least 60 years and include variables such as temperature (minimum, maximum, average), total precipitation, and the extremes of these two variables based on thresholds (e.g., days above 90°F, days less than 32°F, heavy rainfall). GLISA can also provide historical information on lake variables, such as water temperature, ice cover, and lake levels from the Great Lakes Dashboard. Collectively, this historical information frames the narrative of what has happened, and stakeholders will integrate these local, historical data into their planning. GLISA strives to provide localized information in the form of maps, charts, and narratives based on the consensus of the GLISA team*.* GLISA *cannot* guarantee any information outside of this scope, but may be able to accommodate more specific requests on a case-by-case basis.

<u>Future Projections:</u> GLISA *can* provide future projections of climate change at mid- and late-century based on the highest climate driver scenario (RCP 8.5) for a variety of variables (see "Variable Descriptions" here). Projections are available from a set of six dynamically downscaled climate models that GLISA has previously evaluated, providing some of the best representations of future climate for our region to-date. GLISA can help frame these projections for specific locations or areas within the Great Lakes region. This framing can include placing future changes in context with historical climate trends, describing future climate similarities/differences among the different model projections (including for the purpose of developing scenarios), and providing maps and/or projection information in tables/charts. GLISA *cannot* perform new modeling or additional downscaling of projections. If the project team wishes to use other projection datasets, GLISA *can* review existing documentation and/or published evaluation and synthesize their data quality for the Great Lakes region, but GLISA *cannot* perform new evaluation of climate models we have not previously worked with.

<u>Presentations and Meeting Facilitation:</u> GLISA *can* participate in up to 2 in-person meetings/workshops per project, and up to 4 additional engagements remotely (i.e., video conference, webinar, phone). If additional support is needed, we suggest proposing a 'train the trainer' model where GLISA uses the initial engagement(s) to train the project team so you can lead additional meetings (with our remote support). For each engagement, explicitly describe GLISA's role (i.e., presenting, co-facilitating, observing). GLISA should *not* be the lead facilitator, but can co-facilitate or play a supporting role. GLISA may be able to provide meeting space in Ann Arbor (MI), provided enough notice.

GLISA *cannot* provide support for sector-specific expertise, such as engineering models, ecosystem assessments, health indices, or socio-economic analyses. If you are unsure if GLISA can provide the data your project requires, please email Program Manager Jenna Jorns (jljorns@umich.edu) for clarification before submitting your proposal.

Proposal Process

Full proposals are due *Friday, June 14th at 5pm Eastern* via the online Submittable platform. Proposals should be uploaded as a single PDF document (1 inch margins, font size 12) with all required sections (see 'Proposal Guidelines' above). Proposals not adhering to format and length requirements will not be reviewed.

Proposals will be evaluated against six criteria:
- Ability of proposed work to advance climate adaptation and increase GLISA's impact;
- Specificity of problem statement and how proposed work will address it;
- Clarity of the approach;
- Role for decision makers and/or other stakeholders, experience engaging this audience;
- Capacity for GLISA to fulfill our commitment to the project: detailed description of our expected role, clear identification of information needs within our expertise, a demonstrated need for the partnership; and,
- Feasibility to complete the work with the proposed budget and timeline.

GLISA will evaluate all proposals and final funding decisions are expected mid-July. The anticipated project start date is October 1, 2019.

Please direct all questions to GLISA Program Manager Jenna Jorns (jljorns@umich.edu). Jorns will be out of the office May 24 - June 7, but her out of office email response will provide contact information for applicants to redirect their questions to other GLISA team members.