

INSTRUCTIONS

Each NOAA Office that provides funding to a Cooperative Institute (CI), hereafter referred to as the NOAA sponsor, must complete this Recommendation for Funding Memorandum. This memorandum ensures that each proposal has been reviewed by an appropriate NOAA employee and found satisfactory for funding. It also provides the Federal Program Officer (FPO) at the Line Office with additional information that is necessary to process an award amendment through GOL as well as track CI funding by NOAA Goal/Program and/or Enterprise-wide Objectives.

When this memorandum has been completed, please attach digitally sign or scan a signed version into a PDF and e-mails it to one of the NOAA contact people listed below; otherwise, if you are unable to do this please ask the NOAA contact person for a fax number to use.

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1. Select the CI that has submitted this proposal.
2. Select Yes or No. Contact the FPO from the list above to determine if funding transferred from another federal agency can be used for CIs that have not been designated according to 118 Stat 71. Additional information can be found in the CI Interim Handbook, page 21 (<http://www.nrc.noaa.gov/ci/policy/docs/handbook.pdf>) and NAO for CI Policy Section 5.02 (http://www.corporateservices.noaa.gov/ames/administrative_orders/chapter_216/216-107.html)
3. Provide the proposal title.
4. Provide the name of the principal investigator(s).
5. Provide the appropriate CI task number(s) being funded, if appropriate for the CI being funded. The task number is usually listed on the cover sheet of the proposal. If there is no cover sheet or task written on the cover sheet, contact the appropriate FPO from the list above.
6. Provide the name of the person(s) who should be notified when the project performance report for this project is available. Performance metrics used to evaluate include but are not limited to accuracy of the report, the performance, communication and milestone makers of the project with the Principal Investigator during the annual reporting period. Should the person(s) indicated not be available the person signing the Funding Memo will be required to review the report. (NOTE: **The Reviewer(s) should not participate in writing the project performance report. Project performance reports are due annually and follow the anniversary date of the Parent award.**)
7. Provide the appropriate research theme(s), if applicable for the CI being funded. The CI research theme is usually listed on the cover sheet of the proposal. If there is no cover sheet or research theme listed on the cover sheet, contact the appropriate FPO from the list above.

8. Select all relevant Goals/Programs and provide the percentages associated with each. At least one Goal/Program must be selected.

Old NOAA Goals	New NOAA Goals
<p>Ecosystem</p> <ul style="list-style-type: none"> • Ecosystem Research • Ecosystem Observations • Aquaculture • Coastal and Marine Recourses • Coral Reef Conservation • Enforcement • Fisheries Management • Habitat • Protected Species 	<p>Healthy Oceans</p> <ul style="list-style-type: none"> • Improved Understanding Of Ecosystems To Inform Resource Management Decisions • Recovered And Sustained Marine And Coastal Species • Healthy Habitats That Sustain Resilient And Thriving Marine Resources And Communities • Sustainable Fisheries And Safe Seafood For Healthy Populations And Vibrant Communities • Resilient Coastal Communities That Can Adapt To The Impacts Of Hazards And Climate Change
<p>Climate</p> <ul style="list-style-type: none"> • Climate Observations and Monitoring • Climate Research and Modeling • Climate Service Development 	<p>Climate Adaptation and Mitigation</p> <ul style="list-style-type: none"> • Improved Scientific Understanding Of The Changing Climate System And Its Impacts • Assessments Of Current And Future States Of The Climate System That Identify Potential Impacts And • Inform Science, Service, And Stewardship Decisions • Mitigation And Adaptation Choices Supported By Sustained, Reliable, And Timely Climate Services • A Climate-literate Public That Understands Its Vulnerabilities To A Changing Climate And Makes • Informed Decisions
<p>Weather and Water</p> <ul style="list-style-type: none"> • Air Quality • Coasts, Estuaries and Oceans • Hydrology • Science, Technology and Infusion • Space Weather • Tsunami 	<p>Weather-Ready Nation</p> <ul style="list-style-type: none"> • Reduced Loss Of Life And Disruption From High-impact Events • Improved Freshwater Resource Management • Healthy People And Communities By Improving Air And Water Quality Services • Safe, Efficient And Environmentally Sound Marine Transportation • Improved Coastal Water Quality Supporting Human Health And Coastal Ecosystem Services • Safe, Environmentally Sound Arctic Access And Resource Management
<p>Commerce and Transportation</p> <ul style="list-style-type: none"> • Aviation Weather • Geodesy • Marine Transportation Systems • NOAA Emergency Response • Surface Weather 	<p>Resilient Coastal Communities and Economies</p> <ul style="list-style-type: none"> • Improved Transportation Efficiency And Safety • A More Productive And Efficient Economy Through Environmental Information Relevant To Key Sectors • Of The U.S. Economy • Resilient Coastal Communities That Can Adapt To The Impacts Of Hazards And Climate Change
<p>Mission Support</p>	<p>NOAA Enterprise-wide Objectives http://www.nrc.noaa.gov/ci/goals/index.html)</p>

<ul style="list-style-type: none"> • Fleet Services Sub-Goal <ol style="list-style-type: none"> 1. Aircraft Replacement 2. Fleet Replacement 3. Marine Operations and Maintenance • Leadership and Cooperate Services Sub-Goal <ol style="list-style-type: none"> 1. Acquisitions & Grants 2. Administrative Services 3. Facilities 4. Financial Services 5. Homeland Security 6. Information Technology Services 7. Line Office Headquarters 8. NOAA Headquarters 9. Workforce Management • Modeling & Observing Infrastructure Sub-Goal <ol style="list-style-type: none"> 1. Environmental Modeling 2. Ocean Observing System 3. Technical Requirements, Planning & Integration 4. Geostationary Satellite Acquisition 5. Commercial Space Services 6. Satellite Sub-Goal <ol style="list-style-type: none"> 7. Geostationary 8. Commercial Space Services 9. Polar Satellite Acquisition 10. Satellite Services 	<ul style="list-style-type: none"> • Science and Technology Enterprise <ol style="list-style-type: none"> 1. A Holistic Understanding Of The Earth System Through Research 2. Accurate And Reliable Data From Sustained And Integrated Earth Observing Systems 3. An Integrated Environmental Modeling System • Engagement Enterprise <ol style="list-style-type: none"> 1. An Engaged And Educated Public With An Improved Capacity To Make Scientifically Informed <ol style="list-style-type: none"> 2. Environmental Decisions 3. Integrated Services Meeting The Evolving Demands Of Regional Stakeholders 4. Full And Effective Use Of International Partnerships And Policy Leadership To Achieve NOAA's Mission 5. Objectives • Organization and Administration Enterprise <ol style="list-style-type: none"> 1. Diverse And Constantly Evolving Capabilities In NOAA's Workforce 2. A Modern It Infrastructure For A Scientific Enterprise 3. Modern, Safe, And Sustainable Facilities 4. A High-performing Organization With Integrated, Efficient, And Effective Business Systems And <ol style="list-style-type: none"> 5. Management Processes
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9. Provide a brief description of the project.

10. Identify the proposed beginning and ending dates of the entire project period (drop-down calendar provided for both spaces). Projects must begin on the first day of a month and end on the last day of a month, and must not extend beyond the end of the CI award.

11. Provide the approved requested total budget (whole dollars only). If this is a multi-year project, include the proposed amount for each year; otherwise, indicate the total funding **approved by the sponsor** (subject to level of **annual Appropriation Law**). Note: Fields do not require dollar signs (\$) or commas (,); if actual amount is \$1,234,567 enter 1234567. *(NOTE: Total actual funding of project is based on actual availability of funds during the life of the project and may be less but not more than total requested amount.)*

12. Select No or Yes. If Yes, provide details in the space provided.

13. Select No or Yes.

14. Select No or Yes. If Yes, identify the federal employee (name and e-mail address) who will be responsible for ensuring that all requirements for granting such access is permitted.

15. Select No or Yes. If Yes is selected in 15 (A-D), list the DOC/NOAA-owned equipment as a Special Award Condition in the space provided in question 18.

16. Select No or Yes. This question applies to Coastal Zone Management awards (NOS) only. If the following selections apply: 306/306(a), 308, 309, 310, and 6217, select Yes. Include additional documentation as needed. If this does apply, select No.

17. Permit Requirements. If the project requires permits, select Yes and provide the requested information in the space provided.

18. Special Award Conditions. Describe any special award conditions that should be attached to the project. More than one Special Award Condition may apply.

19. Indicate all statutory authorities that authorize NOAA to fund this type of research.

20. Technical Review. Provide brief review comments on the proposal. Short paragraph with technical merit review comments on proposal areas such as soundness of the research project design and/or organization, the importance of the proposed research, significance of the research area or problem being addressed or the results or outcomes of the proposed studies, or experience/expertise of the researchers involved. Select items from the table that were evaluated during the proposal review. **Only select those boxes that are relevant.** For example, "Appropriateness of Travel" should not be selected if the proposal does not request travel funds. Please note any deficiencies and/or recommendations for revisions in the space provided.

21. Indicate which items were evaluated during the budget review. **Only select those boxes that are relevant.** For example: "Consultant Fees" should not be selected if the proposal does not request funds for a consultant. Please note any deficiencies and/or recommendations for revisions in the space provided.

22. Provide any additional comments relevant to the project not covered above.

Provide the digital signature of the NOAA employee that has verified the technical, costs principles review and recommends funding for the identified project, and who will be contacted should the person(s) indicated in box 6 not be available to review the project performance report submitted annually.