



Connecticut Institute for Resilience and Climate Adaptation CALL FOR RESEARCH PROPOSALS

The Connecticut Institute for Resilience and Climate Adaptation (CIRCA) is a partnership of the University of Connecticut and the Connecticut Department of Energy and Environmental Protection. The mission of CIRCA is to assist Connecticut and its towns and cities to adapt to the consequences of a changing climate and to enhance the resilience of their infrastructure.

The CIRCA Executive Steering Committee has made up to \$200,000 in funds available for research proposals that address resilience of Connecticut's communities through a two-phase proposal process. Short pre-proposals will be solicited and reviewed and those that are most consistent with the CIRCA mission and research priorities will be encouraged to submit a full proposal. The CIRCA share of project costs should not be less than \$40,000 or exceed \$80,000. Projects involving multiple investigators are encouraged. The principal investigator must be a member of the University of Connecticut faculty. All proposals should include a plan to disseminate the results through community engagement.

PRIORITY RESEARCH TOPICS

Proposals should address research on at least one of the following CIRCA priority topics:

1. Socioeconomic impacts of climate change on Connecticut coastal municipalities;
2. Innovative approaches to resilient engineering and adaptation in Connecticut (e.g. green infrastructure for stormwater management);
3. Innovative financing approaches for adaptation in Connecticut; and
4. Effectiveness of “living shoreline” approaches to coastal erosion control in Connecticut.

ELIGIBILITY AND SELECTION

Investigators at all academic institutions and research laboratories in Connecticut may participate in this program, however, the principal investigator must be a University of Connecticut faculty member.

Proposals will be reviewed by the CIRCA Executive Committee and ranked on the basis of alignment with the mission of CIRCA, significance and utility of the results, technical feasibility, the effectiveness of the engagement, and cost. Cost-sharing in projects is preferred.

ADDITIONAL INFORMATION AND WEBINAR

Investigators are encouraged to review the circa.uconn.edu website to learn more about on-going programs and to participate in an informational webinar about this research program. Registration is available at: <http://circa.uconn.edu/2017/06/06/new-call-for-research-proposals/> or by contacting Katie Lund at katie.lund@uconn.edu.

APPLICATION TIMELINE

June 6 – grant announcement

June 26 – informational webinar

July 26 – preliminary proposals due

August 16 – response to preliminary proposals

October 1 – full proposals due

November 1 – award announcement

PRELIMINARY PROPOSAL GUIDELINES

A one page document should briefly outline the project objectives, approach, and the benefit of research products to a target audience. It is critically important in the pre-proposal to clearly and explicitly articulate how the proposed work addresses at least one of the priority research topics listed above and CIRCA's mission (see circa.uconn.edu for more information). CIRCA emphasizes applied research and prioritizes projects with results that inform decisions in Connecticut's communities. The preliminary proposal should identify the potential users of the project outcomes.

A preliminary proposal should consist of:

1. A cover sheet to include:
 - a. Project title
 - b. Names, affiliations, contact information for each of the principal and co-principal investigators
 - c. Total project budget (CIRCA request and cost share)
2. A one-page project description that identifies how the work will align with CIRCA's mission and at least one of the four priority research topics, defines project objectives and general approach, and identifies the potential products and user engagement.
3. A budget table and explanation of ***direct costs*** and cost sharing for the 12 month project period.
4. One-page CVs for the lead investigator and up to two co-Investigators.

Preliminary Proposals must be integrated to a single file in PDF format and e-mailed to circa@uconn.edu for receipt no later than **5:00 p.m. EST on July 26, 2017**. Specify "CIRCA Research Preliminary Proposal" in the subject line. Preliminary proposals that are not received by the 5:00 p.m. EST deadline or that don't provide the requested information in the prescribed format will be returned without review.

PRELIMINARY PROPOSAL EVALUATION

All preliminary proposals meeting the specified requirements will be reviewed by the CIRCA Executive Steering Committee and ranked on the basis of their:

1. Alignment with the CIRCA mission (circa.uconn.edu) and at least one of the four priority research topics;
2. The originality, significance and utility of the results;
3. The effectiveness of engagement with users of the results; and
4. Project cost.

Comments from the CIRCA Executive Steering Committee relating to the evaluation of each pre-proposal will be disseminated to each principal investigator on or before August 16, 2017.

FULL PROPOSAL GUIDELINES

Full proposals should be submitted electronically as a single file in PDF format by e-mail to circa@uconn.edu for receipt no later than **5:00 p.m. EST on October 1, 2017**. Specify "CIRCA Research Proposal" in the subject line. Full proposals that are not received by the deadline will be returned without review. Hard copy and faxed submissions, and proposals that fail to comply with content, format and length requirements will be returned. A full proposal should consist of:

- **A cover sheet to include:**
 - Project title
 - Names, affiliations, contact information for each of the principal and co-principal investigators
 - Total project budget (CIRCA request and cost share)
- **Detailed project description and workplan:**
The combined project description and workplan should be limited to 5 pages in length (not included in the page count are resumes or letters of support). Please format your project description and workplan with the following sections:
 1. Project description, including goals and background;
 2. How project will advance the mission of CIRCA and interact with other CIRCA activities (described in the [CIRCA Research Projects Report.pdf](#)).
 3. Description of how the project satisfies one or more of CIRCA's four priority research topics listed above.
 4. Workplan (including major tasks, deliverables, and timeline);
 5. Plan for engagement with users of project products.
 6. Partner roles and responsibilities (if applicable);
 7. Sources of leverage and amounts;
 8. CVs for each of the principal and co-principal investigators;
 9. Letters of support (if applicable).
- **Detailed budget and budget justification:**
Proposals that provide cost sharing from other internal and external sponsors are preferred. The CIRCA component of proposal budgets should range from \$40,000 - \$80,000 and include only direct costs. Limit the budget tables and explanation to 2 pages. Cost sharing should be described in a 3rd budget page and accompanied by a letter of commitment from the co-sponsor.

CRITERIA FOR EVALUATION

Full proposals will be evaluated by the CIRCA Executive Committee, in consultation with appropriate un-conflicted technical experts as necessary, to assess whether proposals:

- Has well-defined and measurable goals;
- Effectively addresses the CIRCA mission and four research priorities;
- Produces original, significant and useful knowledge or products;
- Has an appropriate plan for engagement with potential users;
- Complements on-going work in Connecticut;
- Can be completed in a 12-month timescale; and
- Is cost effective including cost sharing.

AWARD CONDITIONS

All awards are required to comply with the UCONN policies, budget and reporting procedures. Quarterly updates on progress and a presentation to the CIRCA Executive Committee at the end of the project will be required. Copies of all project products are also required (manuscripts, maps, photos, presentations, tools, data files etc. as appropriate). Additionally, investigators will also provide a final report to CIRCA that will include:

- Executive summary of project for non-technical audience – 500 words
- Project background and context
- Explanation of how project advanced CIRCA mission and priority research area(s)
- Project description, including goals and methods
- Description of engagement and technical assistance activities
- Outcomes and products

The project reports and products will be published through the CIRCA website and/or in printed form.

NOTIFICATION OF AWARD

Applicants will be notified on November 1, 2017, if they have been selected for funding.

CONTACT INFORMATION

All questions should be directed to katie.lund@uconn.edu

REQUIRED INFORMATION AND PROCEDURES

University of Connecticut award procedures must be followed by all entities selected to receive funds. This is a cost reimbursable program. CIRCA may request revised versions of the budget, budget justification, and scope of work prior to final confirmation of funding.

FOIA Statement

The information and materials submitted to CIRCA for consideration under this funding program are subject to the terms of the Connecticut Freedom of Information Act ("FOIA") and all applicable rules, regulations and administrative decisions regarding their disclosure to third parties. The information and materials submitted are exempt from disclosure until a determination has been made whether to fund a specific proposal. If an individual or entity is interested in preserving the confidentiality of any part of its proposal, whether funded or not, it will not be sufficient merely to state generally in the proposal that the proposal is proprietary or confidential in nature and not, therefore, subject to release to third parties. Instead, those particular sentences, paragraphs, pages or sections that an individual or entity believe to be exempt from disclosure under the FOIA must be specifically identified as such and accompanied by an explanation and rationale sufficient to justify each exemption consistent with § 1-210(b) of the FOIA. The rationale and explanation must be stated in terms of the reasons the materials are legally exempt from release pursuant to the FOIA. UConn, DEEP, and CIRCA will identify as protected from disclosure such materials to the extent permitted by FOIA and all applicable rules, regulations and administrative decisions. Any final determination on the status of a specific document withheld from disclosure may be determined by the Connecticut Freedom of Information Commission and the courts, if applicable.