

RFP-II Preparation and Submission Instructions

I. Proposal Guidelines

Each proposal received in response to RFP-II must meet the following guidelines or it may be returned without review.

1. Each RFP-II proposal must be directed to a single research theme which will be stated in the Letter of Intent and the cover page of the Full Proposal.
 - Multi-themed proposals will not be considered.
 - Linked proposals will not be considered, i.e., each proposal is a stand-alone document.
2. Maximum funding request of a proposal is \$1 million per year in total cost for up to 3 years and minimum request is \$100,000 per year for up to 3 years.
3. Each proposal may involve a PI and up to three co-PIs from up to three additional institutions.
4. An individual can be the Principal Investigator (PI) of only one submitted proposal and only involved in up to three submitted proposals.
 - Submission of more than one proposal as a PI will disqualify all proposals from the PI.
 - An individual may be involved in a maximum of three proposals in any capacity (e.g, PI, Co-PI, collaborator, etc.). Should an individual appear on four or more proposals, all proposals by the individual will be disqualified. It is the responsibility of the submitters to confirm that each member of the entire team is within the eligibility guidelines.
 - Note: RFP-I Consortium Directors may not apply to RFP-II.

II. Letter of Intent

A Letter of Intent (LOI) must be submitted on or before **9:00PM EST, 17 January 2011**. This LOI will be submitted via a web-based form at <http://www.gulfresearchinitiative.org/request-for-proposals/rfp-ii/rfp-ii-letter-of-intent-submission-form/>; you will receive an automatic confirmation of submission. After the LOI submission deadline has passed, you will receive a separate response identifying your LOI Submission Number. After 9:00PM EST on 17 January the web-based form will no longer be active. Information on how to submit full proposals is provided in Section II of this document.

The Letter of Intent shall consist of the following elements:

1. Project Overview.
 - a. The Project Director / Principal Investigator (PI)
 - b. Lead Institution Name and Location
 - c. Title of the Project
 - d. Estimated Funding Request

2. Project Theme

The specific research theme being addressed (must select only one):

- i. Physical distribution, dispersion, and dilution of petroleum (oil and gas), its constituents, and associated contaminants (e.g., dispersants) under the action of physical oceanographic processes, air-sea interactions, and tropical storms.
- ii. Chemical evolution and biological degradation of the petroleum/dispersant systems and subsequent interaction with coastal, open-ocean, and deep-water ecosystems.
- iii. Environmental effects of the petroleum/dispersant system on the sea floor, water column, coastal waters, beach sediments wetlands, marshes, and organisms; and the science of ecosystem recovery.
- iv. Technology developments for improved response, mitigation, detection, characterization, and remediation associated with oil spills and accompanying releases of gas.
- v. Impact of oil spills on public health.

3. People (Including four or fewer researchers, including the anticipated PI, Co-PIs, existing institutional partners and key researchers).

- a. Name
- b. Institution
- c. Address
- d. Telephone number
- e. Email address

When preparing a LOI for this competition, applicants are encouraged to review the GoMRI web site for updated information and answers to frequently asked questions:

<http://www.gulfresearchinitiative.org/faq-rfpII/>. The LOI content will provide essential information for avoiding conflict of interest in the review process. No full proposal in response to RFP-II will be accepted without a submitted Letter of Intent.

III. Full Proposal

The full proposal will provide much more detail than the LOI and will include information on project implementation. Every effort should be made to fully address the objectives noted in the request for proposals (RFP) clearly and concisely. Required proposal components are given below. Full proposals must be submitted on or before **9:00PM EST 8 March 2012**. Applicants are strongly encouraged to seek guidance from their contracting officers early in the proposal development process.

A. Required Sections of the Full Proposal

The full proposal must include the main components described in Sections 1-9, below. Page limits are indicated where necessary. It is required that proposers format their proposal in the following order and clearly label each section and subsection:

1. Cover Sheet (1 page) (see Appendix A for template)
 - a. LOI Submission Number
 - b. Project Title
 - c. Applicable Theme
 - d. Institution Name and Location
 - e. PI Information
 - f. Co-PI Information (if any)
 - g. Budget and Duration Information
 - h. Proposal Authorization (Signatures, including electronic signatures, of those persons duly authorized to sign such documentation on behalf of the Research Institution)
2. Project Summary (1 page). The summary should be written in the third person, and be informative to persons working in the same or related fields, and understandable to a scientifically or technically literate lay reader. Avoid jargon. Provide a concise description of the project including research objectives and goals. Describe how the proposed project will address any one of the themes put forth in Section I of RFP-II. Describe the nature of the project and articulate the potential scientific and societal impact of the project if funded.
3. Table of Contents
4. Project Description (15 pages total, including tables and illustrations). The description shall indicate the interest, approach and qualifications of the research institution.
 - a. Narrative Description of the Research Objectives and Goals of the Project: Provide a clear and compelling statement of the scientific questions to be addressed, milestones expected to be achieved, and ultimate goals of the research project. Provide timelines for all activities. A clear statement of how the proposed research will contribute to the goal of improving environmental health in the face of human activity should be included. Describe how the project will combine state-of-the-art research approaches with deep scientific knowledge of the Gulf of Mexico to create fundamental advances in understanding the interactions that occurred and continue to occur between the marine ecosystem, oil, and oil dispersants produced by the catastrophic loss of the Deep Water Horizon oil drilling platform.
 - b. Narrative Description of the Approach: Provide a detailed description of the proposed approach for carrying out the research. The approach should:
 - emphasize innovation and best practices;
 - specify the role(s) of key personnel within the research project, and the number of postdoctoral researchers and graduate students involved (see Appendix B for template); and
 - provide sufficient detail to allow assessment of the scientific merit of the proposal.
 - c. Narrative Description of Qualifications:

Provide:

- a synopsis of key research accomplishments by the PI and Co-PIs that establishes the feasibility of the project ;
- a description of how graduate student and postdoctoral career mentoring will be ensured;
- metrics of progress to be used in evaluating personnel involved in the project; and

d. Narrative Description of the Data Management Objectives

It is anticipated that all data should be available for immediate release. (See more details in RFP II Section III: Research Program, subsection on Publication, Data and Intellectual Property for further guidance). Describe the:

- types of data, samples, physical collections, software, and other materials to be produced in the course of the project;
- standards to be used for data and metadata format and content (where existing standards are absent or deemed inadequate, this should be documented along with any proposed solutions or remedies);
- policies for accessing and sharing data, including provisions for appropriate protection of privacy, confidentiality, security, intellectual property, or other rights or requirements;
- policies and provisions for re-use, re-distribution, and the production of derivatives; and
- plans for archiving data, samples, and other research products in a timely manner, and for preservation of access (including submission of essential metadata to a Federal database or nationally recognized repository appropriate for their discipline).

It is essential that provision be made that video data tagged with appropriate information be included in the data submissions. This should be executed to modern high standards. It is desired that these activities draw to the greatest extent possible on existing data management systems.

e. Narrative Description of Supplementary Objectives (optional): Describe objectives and strategies for items not specifically called for in prior sections, such as, but not limited to:

- public education and outreach;
- diversity initiatives;
- knowledge and technology transfer;
- ethics; and
- early scientist career development.

5. Facilities, Equipment, Ship Time and Other Resources (1 page): Provide a synopsis of institutional resources that will be available or required to meet the research objectives

(dedicated space, access to facilities and instrumentation, faculty and staff positions). Programs of this nature are often supported by the home institutions through elements spanning from joint appointments to matching commitments to laboratory use. Some institutions view these elements as simply part of their proposal, and others as separate incentives. To be clear, RFP-II is not soliciting such commitments for the GoMRI, but if they are intrinsic to the content of the proposed work, they should be incorporated in the proposal clearly. In order for GoMRI, and its reviewers, to assess the scope of a proposed project, all resources available to the project, must be described in this section. Note that inclusion of voluntary committed cost sharing by academic institutions aimed at gaining a competitive advantage is prohibited. The description should be narrative in nature and must not include any quantifiable financial information.

6. Budget and Budget Justification (See Appendix C for template):
 - a. Provide an annual budget for each of the one to three years of proposed research. The proposed budget should be consistent with the needs and complexity of the proposed project. Funds allocated for research, required facilities including ship time, ROV and AUV time, aircraft time and similar facilities, computing facilities, public education and outreach, and data management areas must be discernible. Overhead charges on the main budget and subcontracts should be no higher than the federally applied overhead rates for the corresponding institutions. Overhead for subcontracts must follow the institution's guidelines that have been federally approved. Administrative support should be provided from the overhead, unless specific exceptions are requested and accepted through the review and contract process. Include a copy of the negotiated indirect cost rate agreement as supporting documentation.
 - b. Submit a separate budget (see Annual Budget Template) and budget justification (2-page limit) for each participating institution with a PI or Co-PI and for any subcontracts with a sub-award exceeding \$25,000 per year.
 - c. Identify and fully justify items of equipment costing more than \$5,000. Full justification is required.
7. References Cited (up to 4 pages): Please follow the Science Reference Style for citations:
<http://www.sciencemag.org/site/feature/contribinfo/prep/res/refs.xhtml#general>. Applicants must be especially careful to follow accepted scholarly practices in providing citations for source materials relied upon when preparing any section of the proposal. This section must include bibliographic citations only and must not be used to provide parenthetical information outside of the 15-page Project Description.
8. Personnel:
 - a. Biographical sketches (2-page limit per person) must be provided for the PI and Co-PIs only. Copies of publications should not be included.
 - b. Provide a complete list of partner institutions and associated project personnel (1 page limit).

9. Current and Pending Support (See Appendix D for template): Provide current and pending support information for the PI and Co-PIs only. This should include titles, amounts, funding source, duration of the award, and amount of time allocated to the effort.

B. Optional Information to be submitted to the Research Board:

Proprietary or privileged information (if applicable). If confidential information in connection with your response to the RFP is provided, then clearly indicate the segments that cannot be made public and why. This information must be restricted to no more than 1 page.

Full proposals containing items other than those described in the proposal instructions or exceeding the page limitations will be returned without review.

C. Organizational/ Personal Conflict of Interest Disclosure (See Appendix E for form):

Disclose organizational and personal conflict of interest for the PI and co-PIs only. These forms will be uploaded separately from the full proposal, but at the same time. This information will **not** be viewed by external, peer-reviewers.

D. Proposal Formatting

Prior to submission, it is strongly recommended that applicants conduct an administrative review to ensure that a proposal complies with the proposal formatting guidelines noted below. It is the applicant's responsibility to ensure that all materials to be included in the application have been properly prepared. Following the full proposal deadline, an administrative review will be conducted for all proposals. If a proposal is deemed to violate the administrative guidelines, it may be returned without review. Applicants are strongly encouraged to seek appropriate technical support in the creation of electronic files and to review the electronic files prior to submission. Some materials may require scanning and insertion into the file. Discretion should be exercised in the resolution of figures and scanned materials. Applicants should also be aware that while color figures may be included, applications might be printed in black and white for review. Applicants may wish to annotate the figure legend directing the reader to the electronic file if color is an important aspect of the figure. Applicants should utilize the templates provide in the appendix; templates are available for download at <http://www.gulfresearchinitiative.org/request-for-proposals/rfp-ii/rfp-ii-submission-forms-and-templates/>.

The proposal will be uploaded as a single PDF file. In order to insert or merge multiple PDF templates with the same form fields (the Current and Pending Template, for example) into your proposal, you will need to flatten the form fields of each template after you have completed it. To do this in Adobe Reader, print the file to the PDF driver and re-save. In Adobe Acrobat, choose Flatten Form Fields under the Advanced Tab, PDF Optimizer, Discard Objects.

1. Proposal Pagination Instructions

The proposal pages should be numbered in consecutive order.

2. Required Sections of the Full Proposal

The proposal must include the required sections, in the given order. These sections, and subsections, must be clearly labeled as described in Section III of this document. **Proposals not collated with the required sections or in the proper order may be returned.**

3. Proposal Margin and Spacing Requirements

The proposal must be clear, readily legible, and conform to the following requirements:

- a. Use one of the following typefaces identified below:
 - Arial, Courier New, or Palatino Linotype at a font size of 10 points or larger;
 - Times New Roman at a font size of 11 points or larger; or
 - Computer Modern family of fonts at a font size of 11 points or larger.

A font size of less than 10 points may be used for mathematical formulas or equations, figure, table or diagram captions and when using a Symbol font to insert Greek letters or special characters. PIs are cautioned, however, that the text must still be readable.

- b. No more than six lines of text within a vertical space of one inch.
- c. Margins, in all directions, must be at least one inch.

These requirements apply to all sections of a proposal, including supplementary documentation.

4. Page Formatting

Since most reviewers will be reviewing proposals electronically, applicants are strongly encouraged to use only a standard, single-column format for the text. Avoid using a two-column format which can cause difficulties when reviewing the document electronically. While line spacing (single-spaced, double-spaced, etc.) is at the discretion of the applicant, established page limits must be followed. Additionally, the use of landscape (e.g., sideways) page orientation should be avoided if possible in the Project Description, and is not allowed for the templates provided below.

The guidelines specified above establish the minimum type size requirements; however, applicants are advised that readability is of paramount importance and should take precedence in selection of an appropriate font for use in the proposal. Small type size makes it difficult for reviewers to read the proposal; consequently, the use of small type not in compliance with the above guidelines may be grounds for the proposal to be returned without review. Adherence to type size and line spacing requirements is necessary to ensure that no applicant receives an unfair advantage, by using smaller type or line spacing to provide more text in the proposal.

E. Submission of Proposal to Research Board

The applicant is required to submit LOI materials electronically via a web-based form (<http://www.gulfresearchinitiative.org/request-for-proposals/rfp-ii/rfp-ii-letter-of-intent-submission-form/>).

Full proposals, including all required documents, must be submitted in a single portable document format (pdf) file via a web-based submission (<http://www.gulfresearchinitiative.org/request-for-proposals/rfp-ii/rfp-ii-upload-of-proposal-to-research-board/>). **Applications sent in other formats, including multiple files assembled into an integrated PDF unit, or by fax or e-mail will NOT be accepted. Proposals should be saved as:**

LOISubmission#_PILastname.pdf.

Full proposals must be submitted on or before 9:00PM EST, 8 March 2012.

The Organizational/Personal Conflict of Interest Disclosure forms must be collated into a single portable document format (pdf) file and submitted as a separate upload via the same web-based submission as the full proposal. **Organizational/Personal Conflict of Interest Disclosure forms should be saved as:**

Disclosure_LOISubmission#_PILastname.pdf.

IV. Appendices

A. Cover Page Template (download here: <http://gulfresearchinitiative.org/request-for-proposals/rfp-ii/submission-forms-and-templates/>)

Proposal Prepared in Response to Gulf of Mexico Research Initiative
Request for Proposals: Individual Investigators or Collaborative Efforts

LOI Submission Number:

Project Title:

Applicable Theme:

Institution Name and Location:

Principal Investigator and Contact Information:

Co-Principal Investigators and Contact Information:

Requested Funding Amount:

Duration of Effort:

Proposal Authorization:

B. Research Scientists Roles Template – to be included as part of Project Description
 (download here: <http://gulfresearchinitiative.org/request-for-proposals/rfp-ii/submission-forms-and-templates/>)

TABLE OF PARTNERSHIPS

Collaborating Institutions	PI and Co-PIs*	Research Topic/Goal	Role	Associated Postdoctoral and Graduate Students (if known)*
Partner Institution A	Dr. A. Lincoln	Technology Developments	Review of existing technology	J. Jones & S. Smith
Partner Institution B	Dr. H. Truman & Dr. R. Nixon	Technology Developments	Lead engineers	2 students TBD
Partner Institution C	Dr. L. Johnson	Technology Developments	Design and execution of field tests	M. Miller

*Participant names are fictitious and are used simply for illustrative purposes.

C. Annual Budget Template - to be used and inserted in Budget section of proposal (download here:

<http://gulfresearchinitiative.org/request-for-proposals/rfp-ii/submission-forms-and-templates/>)

A budget justification should accompany this template.

Lead Organization:

Partner Organization (Sub-award):

Start Date: End Date:

Budget Year:

A. Senior/Key Person

	First Name	Last Name	Project Role	Calendar Months	Academic Months	Summary Months	Requested Salary (\$)	Fringe Benefits (\$)	Funds Requested (\$)
1									
2									
3									
...									
Total									

Total Senior/Key Person:

Additional Senior/Key Persons:

B. Other Personnel

	Project Role	Calendar Months	Academic Months	Summary Months	Requested Salary (\$)	Fringe Benefits (\$)	Funds Requested (\$)
1	Post Doctoral Associates						
2	Graduate Students						
3	Undergraduate Students						
4...	Secretarial/Clerical						
Total							

Total Other Personnel:

Total Salary, Wage and Fringe Benefits (A + B):

C. Activities Description

List items and dollar amounts for each item exceeding \$5,000. Submitters are encouraged to clearly describe budgeted items, so as to discern costs associated with research, public education and outreach, and data management areas.

	Equipment	Funds Requested (\$)
1		
2		
3...		
Total Equipment Cost		
	Travel	
1		
2		
3...		
Total Travel Cost		
	Participant/Trainee Support Costs	
1		
2		
3...		
Total Participant/Trainee Support Costs		
	Other Direct Costs	
1	Materials and Supplies	
2	Publication Costs	
3	Consultant Services	
4	ADP/Computer Services	
5	Subawards/ Contractual Costs	
6	Equipment or Facility Rental/User Fees	
7	Ship, AUV, ROV and Aircraft Time	
8...		
Total Other Direct Costs		
Total Direct Costs (A-C)		

D. Indirect Costs

	Indirect Cost Type	Indirect Cost Rate (%)	Indirect Cost Base (\$)	Funds Requested (\$)
1				
2				
3...				
Total Indirect Costs				

Cognizant Federal Agency (Agency Name, POC Name, and POC Phone Number):

E. Total Direct and Indirect Costs (A-D):

F. Additional Items:

G. Total Funds Requested:

D. Current and Pending Support Template

Current and Pending Support

The following information should be provided for each investigator and other senior personnel. Failure to provide this information may delay consideration of this proposal.				
Investigator:	Other funding sources to which this proposal has been/will be submitted.			
Support: <input type="checkbox"/> Current <input type="checkbox"/> Pending <input type="checkbox"/> Submission Planned in Near Future <input type="checkbox"/> *Transfer of Support Project/Proposal Title:				
Source of Support:				
Total Award Amount: \$		Total Award Period Covered:		
Location of Project:				
Person-Months Per Year Committed to the Project.		Cal:	Acad:	Sumr:
Support: <input type="checkbox"/> Current <input type="checkbox"/> Pending <input type="checkbox"/> Submission Planned in Near Future <input type="checkbox"/> *Transfer of Support Project/Proposal Title:				
Source of Support:				
Total Award Amount: \$		Total Award Period Covered:		
Location of Project:				
Person-Months Per Year Committed to the Project.		Cal:	Acad:	Sumr:
Support: <input type="checkbox"/> Current <input type="checkbox"/> Pending <input type="checkbox"/> Submission Planned in Near Future <input type="checkbox"/> *Transfer of Support Project/Proposal Title:				
Source of Support:				
Total Award Amount: \$		Total Award Period Covered:		
Location of Project:				
Person-Months Per Year Committed to the Project.		Cal:	Acad:	Sumr:
Support: <input type="checkbox"/> Current <input type="checkbox"/> Pending <input type="checkbox"/> Submission Planned in Near Future <input type="checkbox"/> *Transfer of Support Project/Proposal Title:				
Source of Support:				
Total Award Amount: \$		Total Award Period Covered:		
Location of Project:				
Person-Months Per Year Committed to the Project.		Cal:	Acad:	Sumr:
Support: <input type="checkbox"/> Current <input type="checkbox"/> Pending <input type="checkbox"/> Submission Planned in Near Future <input type="checkbox"/> *Transfer of Support Project/Proposal Title:				
Source of Support:				
Total Award Amount: \$		Total Award Period Covered:		
Location of Project:				
Person-Months Per Year Committed to the Project.		Cal:	Acad:	Sumr:
*If this project has previously been funded by another agency, please list and furnish information for immediately preceding funding period.				

USE ADDITIONAL SHEETS AS NECESSARY

E. Organizational/Personal Conflict of Interest Disclosure Form (download here: <http://gulfresearchinitiative.org/request-for-proposals/rfp-ii/submission-forms-and-templates/>)

LOI Submission Number: Click here to enter text.

**ORGANIZATIONAL CONFLICT OF INTEREST/PERSONAL CONFLICT OF INTEREST
DISCLOSURE FORM**

Pursuant to the Gulf Research Initiative (GoMRI), all Research Institutions receiving GoMRI grants or subgrants to conduct Approved Research Projects, including any employees or contractors of such Research Institutions working on GoMRI Approved Research Projects, are required to exercise good judgment and the highest ethical standards in their job responsibilities. Conflicts of interest, or the appearance of such, may compromise the GoMRI's integrity and should be avoided. Employees or contractors of the Research Institutions receiving GoMRI funds to conduct Approved Research Projects may not use their involvement with the GoMRI to make a profit or to obtain any other personal advantage, either for themselves, for their families (spouse, child, and other household members), or for any person or entity in whom or in which they have a significant financial or other vested interest. *Potential and actual conflicts of interest*, or the appearance of such, must be managed so that the GoMRI's mission is not compromised, research conducted as part of the GoMRI is free from bias or perceived bias, the research investment is protected, and confidence in the integrity of the GoMRI activities is maintained.

The consortium director, principal investigator, co-principal investigators/co-project directors, and any other person at the Research Institutions who are participating in Approved Research Projects funded through the GoMRI who is responsible for the design, conduct, or reporting of research or educational activities must complete the following disclosure form. The GoMRI Grant Unit will review all disclosures. The goal of all reviews is to determine if a conflict of interest exists, and determine what conditions or restrictions, if any, should be imposed by the GoMRI Grant Unit to manage, reduce or eliminate such conflict of interest. Such steps will be carefully documented and filed with the grant agreement. In the event that the GoMRI Grant Unit is unable to satisfactorily manage a conflict of interest, then it shall submit such conflict to the GoMRI Research Board which shall determine how to proceed, including conducting consultations with the GoMRI Grant Unit, GOMA, and BP, as applicable.

Research Institution
Member Employee: _____

Research Institution
Name: _____

Project Title: _____

SECTION A. FINANCIAL DISCLOSURE

AT THIS TIME, I, an employee or contractor of Research Institution: "Click here to enter text."

HAVE NOTHING TO DISCLOSE

(If nothing to disclose, proceed to Section B
Organizational or Professional Connections)

I am disclosing the following significant financial interests related to BP, GOMA, the Consortium for Ocean Leadership or any entity with any interest in the Deepwater Horizon incident, including relating to cleanup, damage assessment or liability associated with such incident (each a "Potentially Conflicted Entity"). The term "significant financial interest" means anything of monetary value, including, but not limited to, salary or other payments for services (e.g., consulting fees or honoraria); equity interest (e.g., stocks, stock options or other ownership interests); and intellectual property rights (e.g., patents, copyrights and royalties from such rights). The term does not include:

- salary, royalties or other remuneration from the above-named Research Institution;
- income from seminars, lectures, or teaching engagements sponsored by public or non-profit entities;
- income from service on advisory committees or review panels for public or nonprofit entities;
- an equity interest that, when aggregated for you and your family (spouse, child, and other household members) meets both of the following tests: does not exceed \$10,000 in value as determined through reference to public prices or other reasonable measures of fair market value, and does not represent more than a 5% ownership interest in any single entity; or
- salary, royalties or other payments that, when aggregated for you and your family (spouse, child, and other household members) are not expected to exceed \$10,000 during the twelve-month period.

Name of Potentially Conflicted Entity: [Click here to enter text.](#)

Address of Potentially Conflicted Entity: [Click here to enter text.](#)

Principal Type of Business: [Click here to enter text.](#)

Are you a director, officer, partner, trustee, or employee of the entity? Yes No

Do you have an investment of \$10,000 or more in the entity? Yes No

Do you hold an equity position of 5% in the entity? Yes No

Have you received income, or gifts valued at \$50 or more from the entity? (Exclude income received from the entity for a previously completed project.) Yes No

Have you received a loan from the entity for which the outstanding balance exceeded \$250 in the past 12 months? Yes No

Do you have an interest in any intellectual property rights belonging to the entity? Yes No

Do you have any other financial conflicts of interest with your GoMRI activities? Yes No

If Yes, please explain: [Click here to enter text.](#)

Additional sheets may be added if needed.

SECTION B. ORGANIZATIONAL OR PROFESSIONAL CONNECTIONS

AT THIS TIME, I

HAVE NOTHING TO DISCLOSE

(If nothing to disclose, proceed to Section C. CERTIFICATION)

Do you have an outside job that may create a conflict of interest with your GoMRI research activities, as proposed? No Yes

If Yes, please explain: [Click here to enter text.](#)

Do you have any other professional connections or other business relationships that might conflict with your GoMRI research activities, as proposed? No Yes

If Yes, please explain: [Click here to enter text.](#)

Additional sheets may be added if needed.

SECTION C. CERTIFICATION

- I agree to update this disclosure either on an annual basis, or as new reportable significant information is obtained.
- I agree to cooperate in the development of a Mitigation Plan to address any actual or potential conflict of interest identified via this Disclosure.
- I agree to comply with any conditions or restrictions imposed by GOMA or Ocean Leadership to manage, reduce, or eliminate actual or potential conflicts of interest.

Signed: _____

Signature of Lead Research Institution Employee or Contractor

Title

Date: [Click here to enter a date.](#)

SECTION D. ENDORSEMENTS

I have reviewed this disclosure and believe that no significant conflicts exist or, if one does exist, that it is possible to develop and execute, prior to employment or award, a Mitigation Plan to manage, reduce, or eliminate any actual or potential conflict of interest.

Signed: _____ Date: [Click here to enter a date.](#)

Signature of Lead Research Institution PI Title