

Checklist for Proposals to the FY21 WPO Notice of Funding Opportunity

Title Page

- Project title
- PI: name, title, organization, telephone number, office address, email address
- Each investigator: name, title, organization, telephone number, email address
- Non-PI Institutional representative: name, title, organization, telephone number, email address
- Competition and project period
- Requested funding for each institution for each annual period

Abstract

- Project title, PIs and investigators, and affiliations
- Plain-language project abstract

Project Narrative

- Proposed duration of project
- Problem statement
- Planned project outputs and products and Readiness Level
- Planned impacts/outcomes/broader benefits
- Key methods and activities description
- Timeline with key milestones, products, and progression of RLS
- Planned Testbed experiments, if applicable
- Summary of Outreach and Education activities
- Summary of Diversity and Inclusion initiatives
- Data Management Plan

Other Sections

- CV for all PIs, co-PIs, and co-Is
- Current and pending financial support for each investigator
- Budget table and justification
- Budget for any Federal collaborators
- Any relevant letters of support or funding requests

Mandatory Forms

- SF424
- SF424A
- SF424B
- CD511
- Form LLL

Multi-Organization Collaborative Proposals

- Separate, identical proposals for each institution
- Separate budget table, justification, and SF-424A for your institution
- Summary project-total budget table (Lead-PI's proposal only)
- NOAA Collaborator Acknowledgement Form, for NOAA federal and/or testbed collaborations