

Fiscal Year 2024 NOAA Marine Debris Removal under the Bipartisan Infrastructure Law Notice of Funding Opportunity (NOAA-NOS-ORR-2024- 2007993)

Project Narrative Template

*Please reach out to the NOAA Marine Debris Program grants team (grants.marinedebris@noaa.gov)
with any questions*

Applicants must follow the application requirements stated in the Notice of Funding Opportunity, or they may not be considered. Section IV.B. of the Notice of Funding Opportunity describes the submission and content requirements which includes several other components in addition to the narrative. Please visit the [FY24 NOAA Marine Debris Removal under the Bipartisan Infrastructure Law Applicant Resources](#) webpage to view additional guidance resources available to assist your application submission.

The narrative is limited to 15 pages and should give a clear presentation of the proposed work. Applicants must use 11- or 12-pt font on an 8.5" x 11" page size and have page margins no smaller than 1" on each edge. There is no required font type.

When writing the narrative, applicants should understand the components of the [evaluation criteria](#) (see Section V.A "Evaluation Criteria" in the [notice of funding opportunity](#) on page 31), as they explain how proposals will be scored for the application to be competitive. The narrative should include the information in the template outlined below. The notice of funding opportunity provides some additional detail and examples of information to include within the sections described below:

Please note: This template includes bulleted items to easily provide an overview of content within each section, but narratives should be written in paragraph form.

A. Introduction & Outcomes

- *Summary of*
 - *The problem the proposed removal project is addressing*
 - *The project's geographic reach*
 - *The project focus (conducting targeted removals and/or creating and administering a competition for subawardees proposing removal projects)*
 - *The habitats, species, and/or resources expected to directly and indirectly benefit from removal activities, including anticipated ecological services to*

be restored by debris removal. Also include any benefits to the economy, local communities, and/or navigation safety that might result.

- *Describe how the project activities will be impactful and how project benefits will be sustained beyond the life of the project*
- *Describe how the project aligns with existing regional or national publicly vetted programs, priorities, or strategic plans (see notice of funding opportunity for examples)*
- *Describe the metrics expected to be tracked, including an estimate of how many pounds of debris will be removed from the marine/coastal environment, the number and type of debris items removed and/or geographic area surveyed*

B. Project Location(s)

- *State and describe the geographic area in which the project will take place*
 - *Include the time of year project activities will take place at specific locations if possible*
- *Include maps (if needed) with expected locations of on-the-ground work*
- *If exact locations are unknown at the time of application, describe as much detail as possible and when/how specific locations will be determined*

C. Detailed Description - A clear description should be provided for the following components.

- *Project Overview*
 - *Describe how the project will be carried out*
 - *Describe the project's short and long term goals and how project objectives align with the goals of this notice of funding opportunity*
 - *Provide an overview of each proposed activity (removal, disposal, prevention, and monitoring)*
 - *Describe how project results will be shared broadly*
- *Removal methods*
 - *Applications proposing to execute a plan for particular marine debris removal project should state specific marine debris targets, how they were identified, and how they will be removed*
 - *If specific targets haven't been identified/finalized, describe the removal goals in detail and the process to finalize the list of marine debris targets*
 - *Applications proposing to administer a competition for subawardees should include:*
 - *What applicants, geographies, and types of marine debris will be eligible for the competition*
 - *Identify the targeted applicant pool*
 - *Expected number and funding range of sub-awards*
 - *Methods for identifying potential subawards,*
 - *How NOAA will be involved in the process*

- *CEJST does not identify those communities as disadvantaged.*
- *If applicable, describe how project activities demonstrate meaningful engagement (see Section I.A & I.B) with Tribal and/or underserved communities*

F. Community Involvement

- *Describe how proposed activities will promote community involvement and stewardship*

G. Project Implementation Timeline and Milestones

- *Indicate when the project is expected to begin and end*
- *Include timeline for key project activities and benchmarks (including expected competition deadlines for projects proposing subawards)*
 - ***There is no required format for timelines but if creating your own table/graphic please make sure it is clear what months of the year specific activities will be occurring*

H. Roles and Responsibilities, Project Staff, and Letters of Commitment:

- *Describe your understanding of the marine debris issue and technical requirements of large debris removal and disposal*
- *Describe detailed information on project staff roles and responsibilities*
- *Describe organizational structure and qualifications of project staff*
 - *Include level of staff experience and qualifications in managing grants and implementing projects*
- *Describe how the geographic scope of proposed project fits with project organization's expertise, capabilities, and mission*
- *Describe experiences and qualifications of relevant subcontractors*
- *If applicable, describe previous NOAA involvement in and/or support for the project and names of relevant NOAA staff*
- *Letters of support should be provided from any other organizations involved to document their commitment to the proposal's goals and objectives, and to show support for long-term goals extending beyond the project's period of performance as part of the overall application package. Letters of support do not count toward the page limit for the Narrative.*

I. References Cited

- *If applicable, include all references to source materials cited within the proposal*
 - *This is not included in 15-page limit and can be included as a separate attachment or part of the narrative*
 - *Include bibliographic references only (i.e., no parenthetical information). Follow any accepted scholarly format for citations.*