



Atlantic Coastal Cooperative Statistics Program

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TO: ACCSP Coordinating Council and All ACCSP Committees

FROM: Michael S. Cahall, ACCSP Director 

SUBJECT: ACCSP Request for 2019 Proposals

The Atlantic Coastal Cooperative Statistics Program (Program or ACCSP) is issuing a Request for Proposals (RFP) to program partner agencies or Committees for FY19 funding.

The [Funding Decision Document](#) provides general guidance and includes information on proposal preparation, the project approval process, and the RFP schedule. Projects in areas not specifically addressed may still be considered for funding if they help achieve Program goals. These goals, listed by priority, are improvements in:

- 1a. Catch, effort, and landings data (including licensing, permit and vessel registration data);
- 1b. Biological data (equal to 1a.);
2. Releases, discards and protected species data; and
3. Economic and sociological data.

Project activities that will be considered according to priority may include:

- Partner implementation of data collection programs;
- Continuation of current program funded partner programs;
- Funding for personnel required to implement Program related projects/proposals; and
- Data management system upgrades or establishment of partner data feeds to the Data Warehouse and/or Standard Atlantic Fisheries Information System.

Proposals for biological sampling should target priority species in the top quartile (Attachment II) of the Biological Priority Matrix. Proposals for observer coverage should align with fisheries affecting the top quartile priority species (Attachment III) of the Bycatch Priority Matrix. Brief descriptions of current levels of biological or bycatch sampling by any of the Partners would be helpful to the review process. Projects for recreational catch and effort data should target the priorities set by the Recreational Technical Committee (Attachment IV).

New components to this year's Funding Decision Document can be found highlighted in light blue in the ranking criteria (Attachment VI).

Submissions must comply with Program Standards found [here](#). Timelines for the 2019 RFP are shown in Attachment V. Please consider using [this successful project proposal](#) as a template.

Proposals to continue Program-funded partner projects ("maintenance proposals") may not contain significant changes in scope (for example the addition of bycatch data collection to a dealer reporting project), and must include in the cover letter whether there are any changes in the current proposal from prior years' and, if so, provide a brief summary of those changes.

Our vision is to produce dependable and timely marine fishery statistics for Atlantic coast fisheries that are collected, processed, and disseminated according to common standards agreed upon by all program partners.

Project submissions will be reviewed in accordance with the Funding Decision Document (Attachment I), ranking criteria (Attachment VI), and funding allocation. Current funding allocation guidelines are 75% for maintenance projects and 25% for new projects within the Program priorities. Additionally, a long-term funding strategy policy was approved requiring maintenance projects to be subject to a prior two-year average as base funding. A funding decrease will begin after year 4 of maintenance funding, with funds decreasing 33% each year starting in year 5 with no funding year 7. Overhead rates may not exceed 25% of total costs unless mandated by law or policy. Items included within overhead should not also be listed as in-kind match. The final decisions on proposals to be funded for FY19 will be made in October 2018. We strongly urge you to **carefully** review the Funding Decision Document, especially in reference to the budget template.

Project awards will be subject to funding availability. If there is a funding shortfall, adjustments may be made to awards in accordance with the Funding Decision Document.

Successful applicants will be notified when funding becomes available. Project Investigators will be required to report progress directly to the Program's Operations and Advisory Committees in addition to meeting the standard Federal reporting requirements.

Please submit initial proposals as Microsoft Word and Excel files no later than **June 11, 2018** by email to **both** Mike Cahall (mike.cahall@accsp.org) and Ali Schwaab (alexandra.schwaab@accsp.org). If you have any questions about the funding decision process, please contact your agency's Operations Committee member (<http://www.accsp.org/committees>), Mike Cahall (703-842-0781), or Ali Schwaab (703-842-0780).

RELEVANT ATTACHMENTS

[ATTACHMENT I Funding Decision Document](#)

[ATTACHMENT II FY 2019 Biological Priority Matrix](#)

[ATTACHMENT III FY 2019 Bycatch Priority Matrix](#)

[ATTACHMENT IV FY 2019 Recreational Technical Priorities](#)

[ATTACHMENT V Timeline for Proposal Review](#)

[ATTACHMENT VI FY 2019 Ranking Criteria Document](#)