

A. COVER PAGE

Project Title: FY22-26: Managing 100% Lobster Harvester Reporting in Maine	
Grant Number: NA22NMF4740109-T1-01	Project/Grant Period: 05/01/2023 - 04/30/2028
Reporting Period: 11/01/2025 - 04/30/2026	Requested Budget Period: 05/01/2023 - 04/30/2028
Report Term Frequency: Semi-Annual	Date Submitted:
Program Director/Principal Investigator Information: ROB WATTS , BS Phone Number: 2073507154 Email: rob.watts@maine.gov	Recipient Organization: DEPARTMENT OF MARINE RESOURCES MAINE 21 STATE HOUSE STA AUGUSTA, ME 043330021 UEI: KQWCK42PT545 EIN: 01-6000001 RECIPIENT ID:
Change of Contact PD/PI: NA	
Administrative Official: AMY SWAN 194 MCKOWN PT SHS 21 WEST BOOTHBAY HARBOR, ME 04575 Phone number: 2076206474 Email: amy.swan@maine.gov	Signing Official: AMY SWAN 194 MCKOWN PT SHS 21 WEST BOOTHBAY HARBOR, ME 04575 Phone number: 2076206474 Email: amy.swan@maine.gov
Human Subjects: No	Vertebrate Animals: No
hESC: No	Inventions/Patents: No

B. ACCOMPLISHMENTS

B.1 WHAT ARE THE MAJOR GOALS OF THE PROJECT?

The objective of this project is to comply with Addendum XXVI (http://www.asmfc.org/uploads/file/5a9438ccAmLobsterAddXXVI_JonahCrabAddIII_Feb2018.pdf) of ASMFC's (Atlantic States Marine Fisheries Commission) American lobster Fisheries Management Plan (FMP) which requires MEDMR increase the percentage of trip level landings information MEDMR collects from commercial lobster harvesters from 10% (approximately 600 harvesters) to 100% (approximately 6,000 harvesters). Addendum XXVI requires 100% reporting (electronic reporting is recommended but not mandatory) by January 2024 in addition to other new required fields that become mandatory in January 2021. Requiring the MEDMR to implement 100% reporting will caused MEDMR to increase landings and licensing staff by a total of 9 that were non-existent positions to effectively manage, monitor and audit what will be a 538% increase in the number of trip level reports the MEDMR receives on an annual basis. Prior to COVID-19 and the impacts it has had on budgets, MEDMR was prepared to move up the timeframe for 100% electronic lobster harvester reporting up to as early as 2022 to track and document the 50% reduction in vertical lines that were proposed to be required. The MEDMR implemented 100% electronic lobster reporting in January 2023. The MEDMR self-funded the creation of a new offline mobile application for both iOS® and Android® platforms through dedicated technology funds. This new harvester reporting application was released to select harvesters in June 2021. This program has been built to accept reports from all fisheries and meets NMFS electronic reporting requirements. This new program incorporates dynamic entry pages and is completely table driven allowing the entry pages to display more concise field descriptions based on species and gears fished. There will be built in data validations, favorites and basic end user analytics. The MEDMR released this new offline reporting application to all industry members in November 2021. The primary tasks will be electronic reporting software training, regulation compliance, data audits, data entry and general outreach. Staff will also focus on harvester outreach to help industry understand the importance of the accurate and timely reporting. MEDMR has also contracted with Bluefin Data to all the application to communicate with a third-party tracker that will allow the harvester to automatically fill in up to 40% of the required fields (location and sea time for example). Electronic reporting will be required for commercial lobster harvesters and heavily pushed for those that still report other fisheries on paper. The focus on expansion of electronic reporting will require the MEDMR to spend a significant amount of time on outreach, explaining the reporting system to harvesters and troubleshooting any issues that might arise.

B.1.a Have the major goals changed since the initial competing award or previous report?

No

B.2 WHAT WAS ACCOMPLISHED UNDER THESE GOALS?

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B.3 COMPETITIVE REVISIONS/ADMINISTRATIVE SUPPLEMENTS

For this reporting period, is there one or more Revision/Supplement associated with this award for which reporting is required?

No

B.4 WHAT OPPORTUNITIES FOR TRAINING AND PROFESSIONAL DEVELOPMENT HAS THE PROJECT PROVIDED?

File Uploaded : Professional Development.pdf

B.5 HOW HAVE THE RESULTS BEEN DISSEMINATED TO COMMUNITIES OF INTEREST?

Data collected through this grant have been used to help assist with fishery management decisions, to assist with auditing of dealer data and to test accuracy of tracker data.

B.6 WHAT DO YOU PLAN TO DO DURING THE NEXT REPORTING PERIOD TO ACCOMPLISH THE GOALS?

The MEDMR will continue to work on outreach with industry to help those required to report as part of 100% harvester reporting. We will continue outreach with industry to try and shift harvesters still reporting via paper log to an electronic option. We will also continue to build spatial and other data audits to audit these data on a bi-weekly to monthly basis.

Since the last update in January, all positions created under the previous grant have been filled and are not going to be filled moving forward. The MEDMR continues with its outreach for the reporting application and try to get as many harvesters from all fisheries using the application which has been tasked to the new Marine Resource Scientist I's (Neila Cole and Ethan Mackie), one Marine Resource Specialist (Zachary May) and one Office Associate II (Lisa Schinhofen) are included in the grant cost summary. All new positions are being fully funded by this grant, ARPA funds or a separate NOAA grant, but all are necessary to ensure that the Maine DMR can meet their obligations to implement 100% lobster harvester reporting.

While not funded, the VESL application has been utilized by harvesters and so far has been well received. This application was released to all state harvesters in November 2021 and received GARFO approval in November 2021. The VESL application has been integral in allowing both state and federal harvesters a user-friendly option to meet their electronic reporting requirements.

Mandatory electronic reporting in the MEDMR lobster fishery was implemented on January 1, 2023. Since the initial implementation in 2023, the MEDMR staff have been inundated with requests to set harvesters up with one of our two methods of electronic reporting (Maine LEEDS or VESL) or continued education with harvesters that need more help navigating electronic reporting. During this reporting period staff set up staff conducted many one-on-one meetings either at MEDMR's West Boothbay Harbor Laboratory or at a mutually agreeable public location. The call group created that includes six current employees that are available from 8 to 4:30 Monday through Friday to assist industry with any reporting related questions. The DMR Laboratory in West Boothbay Harbor also can be utilized during normal working hours for these sessions as requested.

During this reporting period (11/1/25 to 4/30/2025), the MEDMR has received just over 87,300 lobster trip reports. Of these reports, 50,676 (58%) were entered through MEDMR's VESL program or GARFO's Fish Online and an additional 36,632 (42%) through the Maine LEEDS program. We anticipated this shift of more people utilizing VESL or FOL now that NOAA requires 100% lobster reporting which was implemented on April 1, 2024 as there were approximately 1,200 harvesters required to report to MEDMR that are now required to report to NOAA.

The positions that were created from this project will range from entry level to possible career positions. All employees will be encouraged to obtain training for software utilized in the program (R, Arc GIS, MS Office to name a few).

C. PRODUCTS

C.1 PUBLICATIONS

Are there publications or manuscripts accepted for publication in a journal or other publication (e.g., book, one-time publication, monograph) during the reporting period resulting directly from this award?

No

C.2 WEBSITE(S) OR OTHER INTERNET SITE(S)

Category	Explanation
Data or Databases	https://mainedmr.shinyapps.io/Landings_Portal/
Data or Databases	https://www.maine.gov/dmr/commercialfishing/landings/index.html
Data or Databases	https://forms.office.com/Pages/ResponsePage.aspx?id=q6g_QX0gYkubzeoajy-GToSmTLhcdc1Cna4W1t5HfM5UMDY3TkFZUjFRTEU5QUZMNIkySVg4OUdZTyQIQCN0PWcu

C.3 TECHNOLOGIES OR TECHNIQUES

NOTHING TO REPORT

C.4 INVENTIONS, PATENT APPLICATIONS, AND/OR LICENSES

Have inventions, patent applications and/or licenses resulted from the award during the reporting period? No

If yes, has this information been previously provided to the PHS or to the official responsible for patent matters at the grantee organization? No

C.5 OTHER PRODUCTS AND RESOURCE SHARING

NOTHING TO REPORT

D. PARTICIPANTS

D.1 WHAT INDIVIDUALS HAVE WORKED ON THE PROJECT?

Commons ID	Sr/Key	Name	Degree(s)	Role	Cal	Aca	Sum	Foreign Org	Country	SS
ROB.WATTS	Y	Watts, Rob	BS	PD/PI	12.0	0.0	0.0			NA
JESICA.WALLER	Y	Waller, Jesica Davis	BS,MS	PD/PI	7.0	0.0	0.0			NA
	N	Cole, Neila	BS MS	Co-Investigator	12.0	0.0	0.0			NA
	N	DeCosta, Marissa	BS, MS	Co-Investigator	12.0	0.0	0.0			NA
	N	Mackie, Ethan	BS	Co-Investigator	12.0	0.0	0.0			NA
	N	May, Zachary	BS, MS	Co-Investigator	12.0	0.0	0.0			NA
ERIN.SUMMERS	Y	Summers, Erin		Co-Investigator	12.0	0.0	0.0			NA
	N	White, Lessie	BS, MS	Backup science staff	12.0	0.0	0.0			NA
	N	Hamblen, Kelsey		Office Support Staff	12.0	0.0	0.0			NA
	N	Angelico, Michelle		Office support staff	12.0	0.0	0.0			NA
	N	Megan, Burnham		Office support staff	12.0	0.0	0.0			NA
	N	Schinhofen, Lisa		Office support staff	8.0	0.0	0.0			NA

Glossary of acronyms:

Sr/Key - Senior/Key

Cal - Person Months (Calendar)

Aca - Person Months (Academic)

Sum - Person Months (Summer)

Foreign Org - Foreign Organization Affiliation

SS - Supplement Support

RS - Reentry Supplement

DS - Diversity Supplement

OT - Other

NA - Not Applicable

D.2 PERSONNEL UPDATES

D.2.a Level of Effort

Will there be, in the next budget period, either (1) a reduction of 25% or more in the level of effort from what was approved by the agency for the PD/PI(s) or other senior/key personnel designated in the Notice of Award, or (2) a reduction in the level of effort below the minimum amount of effort required by the Notice of Award?

No

D.2.b New Senior/Key Personnel

Are there, or will there be, new senior/key personnel?

No

D.2.c Changes in Other Support

Has there been a change in the active other support of senior/key personnel since the last reporting period?

No

D.2.d New Other Significant Contributors

Are there, or will there be, new other significant contributors?

No

D.2.e Multi-PI (MPI) Leadership Plan

Will there be a change in the MPI Leadership Plan for the next budget period?

NA

E. IMPACT

E.1 WHAT IS THE IMPACT ON THE DEVELOPMENT OF HUMAN RESOURCES?

Not Applicable

E.2 WHAT IS THE IMPACT ON PHYSICAL, INSTITUTIONAL, OR INFORMATION RESOURCES THAT FORM INFRASTRUCTURE?

The data collected by this grant will allow fisheries managers the ability to analyze 100% of lobster harvesters activity starting in 2023. These data will be used to assist in fisheries management decisions.

E.3 WHAT IS THE IMPACT ON TECHNOLOGY TRANSFER?

Not Applicable

E.4 WHAT DOLLAR AMOUNT OF THE AWARD'S BUDGET IS BEING SPENT IN FOREIGN COUNTRY(IES)?

NOTHING TO REPORT

F. CHANGES

F.1 CHANGES IN APPROACH AND REASONS FOR CHANGE

Not Applicable

F.2 ACTUAL OR ANTICIPATED CHALLENGES OR DELAYS AND ACTIONS OR PLANS TO RESOLVE THEM

NOTHING TO REPORT

F.3 SIGNIFICANT CHANGES TO HUMAN SUBJECTS, VERTEBRATE ANIMALS, BIOHAZARDS, AND/OR SELECT AGENTS

F.3.a Human Subject

No Change

F.3.b Vertebrate Animals

No Change

F.3.c Biohazards

No Change

F.3.d Select Agents

No Change

G. SPECIAL REPORTING REQUIREMENTS SPECIAL REPORTING REQUIREMENTS

G.1 SPECIAL NOTICE OF AWARD TERMS AND NOTICE OF FUNDING OPPORTUNITIES REPORTING REQUIREMENTS

NOTHING TO REPORT

G.2 RESPONSIBLE CONDUCT OF RESEARCH

Not Applicable

G.3 MENTOR'S REPORT OR SPONSOR COMMENTS

Not Applicable

G.4 HUMAN SUBJECTS**G.4.a Does the project involve human subjects?**

No

G.4.b Inclusion Enrollment Data

NOTHING TO REPORT

G.4.c ClinicalTrials.gov

Does this project include one or more applicable clinical trials that must be registered in ClinicalTrials.gov under FDAAA?

G.5 HUMAN SUBJECTS EDUCATION REQUIREMENT

Are there personnel on this project who are newly involved in the design or conduct of human subjects research?

G.6 HUMAN EMBRYONIC STEM CELLS (HESCS)

Does this project involve human embryonic stem cells (only hESC lines listed as approved in the NIH Registry may be used in NIH funded research)?

No

G.7 VERTEBRATE ANIMALS

Does this project involve vertebrate animals?

No

G.8 PROJECT/PERFORMANCE SITES

Organization Name	UEI	Congressional District	Address
Primary: DEPARTMENT OF MARINE RESOURCES MAINE	KQWCK42PT545	ME-01	21 STATE HOUSE STA AUGUSTA, ME 043330021

G.9 FOREIGN COMPONENT

No foreign component

G.10 ESTIMATED UNOBLIGATED BALANCE

G.10.a Is it anticipated that an estimated unobligated balance (including prior year carryover) will be greater than 25% of the current year's total approved budget?

No

G.11 PROGRAM INCOME

Is program income anticipated during the next budget period? No

G.12 F&A COSTS

Is there a change in performance sites that will affect F&A costs?

No

RESEARCH & RELATED BUDGET - SECTION A & B, BUDGET PERIOD 1

UEI*: KQWCK42PT545

Budget Type*: ☒ Project ☐ Subaward/Consortium

Enter name of Organization: DEPARTMENT OF MARINE RESOURCES MAINE

Start Date*: 05-01-2023 End Date*: 04-30-2028 Budget Period: 1

A. Senior/Key Person

Prefix	First Name*	Middle Name	Last Name*	Suffix	Project Role*	Base Salary (\$)	Calendar Months	Academic Months	Summer Months	Requested Salary (\$)*	Fringe Benefits (\$)*	Funds Requested (\$)*
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Total Funds Requested for all Senior Key Persons in the attached file

Additional Senior Key Persons: File Name: Total Senior/Key Person

B. Other Personnel							
Number of Personnel*	Project Role*	Calendar Months	Academic Months	Summer Months	Requested Salary (\$)*	Fringe Benefits*	Funds Requested (\$)*
	Post Doctoral Associates						
	Graduate Students						
	Undergraduate Students						
2	Secretarial/Clerical	12.0	0.0	0.0	80,045.78	52,410.51	132,456.29
2	Science Staff	12.0	0.0	0.0	79,545.24	52,395.96	131,941.20
4	Total Number Other Personnel					Total Other Personnel	264,397.49
Total Salary, Wages and Fringe Benefits (A+B)							264,397.49

RESEARCH & RELATED Budget {A-B} (Funds Requested)

RESEARCH & RELATED BUDGET - SECTION C, D, & E, BUDGET PERIOD 1

UEI*: KQWCK42PT545

Budget Type*: ☒ Project ☐ Subaward/Consortium

Enter name of Organization: DEPARTMENT OF MARINE RESOURCES MAINE

Start Date*: 05-01-2023

End Date*: 04-30-2028

Budget Period: 1

C. Equipment Description	
List items and dollar amount for each item exceeding \$5,000	
Equipment Item	Funds Requested (\$)*
Total funds requested for all equipment listed in the attached file	
Total Equipment	0.00
Additional Equipment: File Name:	

D. Travel	Funds Requested (\$)*
1. Domestic Travel Costs (Incl. Canada, Mexico, and U.S. Possessions)	7,193.62
2. Foreign Travel Costs	0.00
Total Travel Cost	7,193.62

E. Participant/Trainee Support Costs	Funds Requested (\$)*
1. Tuition/Fees/Health Insurance	0.00
2. Stipends	0.00
3. Travel	0.00
4. Subsistence	0.00
5. Other:	
0 Number of Participants/Trainees	Total Participant Trainee Support Costs
	0.00

RESEARCH & RELATED Budget {C-E} (Funds Requested)

RESEARCH & RELATED BUDGET - SECTIONS F-K, BUDGET PERIOD 1

UEI*: KQWCK42PT545

Budget Type*: ☒ Project ☐ Subaward/Consortium

Enter name of Organization: DEPARTMENT OF MARINE RESOURCES MAINE

Start Date*: 05-01-2023

End Date*: 04-30-2028

Budget Period: 1

F. Other Direct Costs		Funds Requested (\$)*
1. Materials and Supplies		0.00
2. Publication Costs		0.00
3. Consultant Services		0.00
4. ADP/Computer Services		0.00
5. Subawards/Consortium/Contractual Costs		0.00
6. Equipment or Facility Rental/User Fees		0.00
7. Alterations and Renovations		0.00
8. Filing labels and folders		79.00
9. Cellular Phone		3,000.00
10.		0.00
11.		0.00
12.		0.00
13.		0.00
14.		0.00
15.		0.00
16.		0.00
17.		0.00
Total Other Direct Costs		3,079.00

G. Direct Costs	Funds Requested (\$)*
Total Direct Costs (A thru F)	274,670.11

H. Indirect Costs			
Indirect Cost Type	Indirect Cost Rate (%)	Indirect Cost Base (\$)	Funds Requested (\$)*
1. State Indirect	22.16	274,670.11	60,866.90
Total Indirect Costs			60,866.90
Cognizant Federal Agency			
(Agency Name, POC Name, and POC Phone Number)			

I. Total Direct and Indirect Costs	Funds Requested (\$)*
Total Direct and Indirect Institutional Costs (G + H)	335,537.01

J. Fee	Funds Requested (\$)*
	335,537.01

K. Total Costs and Fee	Funds Requested (\$)*
	671,074.02

L. Budget Justification*	File Name: Budget Narrative for FY2025 proposal.pdf
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RESEARCH & RELATED Budget {F-K} (Funds Requested)

Partner Contribution For ACCSP Purposes			
J. Waller	072001271	Scientist IV (7% time)	\$11,739
R. Watts	072002431	Scientist III (25% time)	\$39,528
L. White, Jr	072002453	Scientist II (25% time)	\$40,902
E. Layland	072002398	Scientist I (25% time)	\$27,562
D. Chase	072002540	Office Associate I (85% time)	\$43,002
C. Bear	072002657	Office Associate I (50% time)	\$32,404
D. Young	072002647	Office Associate II (25% time)	\$22,713
			\$217,850

Budget Narrative for FY2025 proposal:

Personnel and Fringe Benefits: The positions in this proposal (2 Marine Resource Specialist II and 2 Office Associate II). These positions are funded part-time (75%) by this award and are Department of Marine Resources' employees. Salary and benefits for this employee are dictated by the contract with the State of Maine and are non-negotiable. Benefits include retirement benefits, FICA, health insurance, dental insurance, workers compensation and life insurance. The benefits are determined by a formula the state uses which is variable dependent upon the position classification, the pay grade of the employee (e.g. the number of years the person has been employed by the State of Maine) and the type of coverage the employee selects.

Travel: The Scientists and Specialists are the employees who will be travelling. The travel is for holding electronic harvester reporting workshops, visiting harvesters to install reporting software, training harvester staff how to electronically report or troubleshooting reporting problems. Staff provide harvesters with one-on-one training first via phone but then in person if individuals need further assistance with the reporting system and help troubleshoot electronic reporting problems. Travel occurs throughout the coast of Maine, although trips to the interior are unusual unless the harvester can only meet inland. These harvesters must be trained in the use of electronic reporting and in some cases a group informational setting will not be enough for some to learn how to report their landings information.

The monthly fee for the vehicle is dictated by contract with the State of Maine Central Fleet Agency; the fee is based on the type of vehicle leased, and the mileage fee is based on how many miles the car was driven the previous year. Because of this, the vehicle fees between projects may differ. This project has one Nissan Rogue SUV which is a state-owned vehicle that MEDMR leases from the State of Maine Central Fleet Agency.

Occasionally extended day travel is necessary. If multiple harvester appointments to these remote areas are made for the same day, extended days may be necessary. The rates were calculated through the GSA website for posted rates.

Supplies: Filing supplies are needed each year but as more harvesters eventually shift to electronic reporting the need for filing supplies will decrease. The filing supplies include labels (year and name) and protective coatings for these labels. These are the same folders used for all MEDMR's harvester reports and are purchased from Allied Systems Products AAK Filing system.

Other: Cell phones for the Specialists and the Scientists are necessary for communication and safety when travelling to harvester meeting locations. Staff often need to call NMFS or the programmer when installing software or troubleshooting reporting issues in the field.

Indirect costs: The Department of Marine Resources has an indirect cost rate of 33.7%; however, our commissioner has authorized this proposal to use the lower rate of 30%. See Attachment 3 for the Negotiated Indirect Cost Agreement. These indirect funds are a necessity to help defray and offset the administrative costs associated with the ASMFC's directive to increase MEDMR's lobster reporting from its current rate to 100%. These indirect monies are utilized to help cover the administrative costs not covered directly by this grant proposal and help offset any burden MEDMR assumes with fulfilling their ASMFC reporting requirements.

J. MISCELLANEOUS DOCUMENTS

J.1 Other Documents

Please upload any additional attachments needed for your award that do not have a specific upload field in another section of the RPPR.

NA22NMF4740109 - DMR 4326 2023MLHR				
Expense Report from 11/1/2025 through 4/30/26				
Payroll:			FY26	
4326	13A	32	-	LIMIT PER HOLIDAY PAY
4326	13A	32	1,081.35	LIMIT PER SICK PAY
4326	13A	32	2,116.72	LIMIT PER VACATION PAY
4326	13A	32	(3,264.23)	LIMITED PERIOD REGULAR
4326	13A	36	(107.71)	RECRUIT/RETENTION STIPEND
4326	13A	39	2.23	DENTAL INSURANCE
4326	13A	39	4.11	EMPLOYEE HLTH SVS/WORKERS COMP
4326	13A	39	13.83	EMPLOYER GROUP LIFE
4326	13A	39	(2.78)	EMPLOYER MEDICARE COST
4326	13A	39	(1.54)	EMPLOYER PFML PREMIUM
4326	13A	39	(46.30)	EMPLOYER RETIREE HEALTH
4326	13A	39	(23.94)	EMPLOYER RETIREMENT COSTS
4326	13A	39	110.16	HEALTH INSURANCE
4326	13A	39	(79.73)	RETIRE UNFUNDED LIABILITY-REG
Payroll Totals:			(197.83)	
Travel:				
4326	13A	42	53.76	AUTO MILEAGE- IN STATE
4326	13A	42	-	MEALS AND GRATUITIES
4326	13A	46	-	RENT STATE MGMT/TRNG ROOM
4326	13A	46	726.12	RENT OF STATE VEHICLE
Travel Total:			779.88	
Supplies:				
4326	13A	56	-	OFFICE & OTHER SUPPLIES
4326	13A	56	-	OFFICE SUPPLIES
4326	13A	56	-	ERGONOMIC OFFICE EQUIP
Supplies Total			-	
Other:				
4326	13A	48	-	ST SHARE LENSE VDT OPERATOR
4326	13A	49	-	PRINTING AND BINDING
4326	13A	49	-	FRIEGHT
4326	13A	53	-	COMPUTER SOFTWARE/ MINOR IT EQUIPMENT
4326	13A	55	1,431.90	CELL PHONE SERVICES
Other Total:			1,431.90	
Total Direct Expenses			2,013.95	
Indirect (26.52%)			534.10	
Total Expenses 11/1/25 - 4/30/26			2,548.05	