



FY20 Program Expectations Brief

- **Congratulations!**
- **FY20 IREFs Summary and Budget Allocation Overview**
- **FY20 Principal/Co-Principal Investigator Requirements**
 - **NPS PI FY20 Annual Training**
 - **NRP Research Proposal Package Submission - Due 09 Sep**
 - **Research Execution**
- **Questions/Discussion**





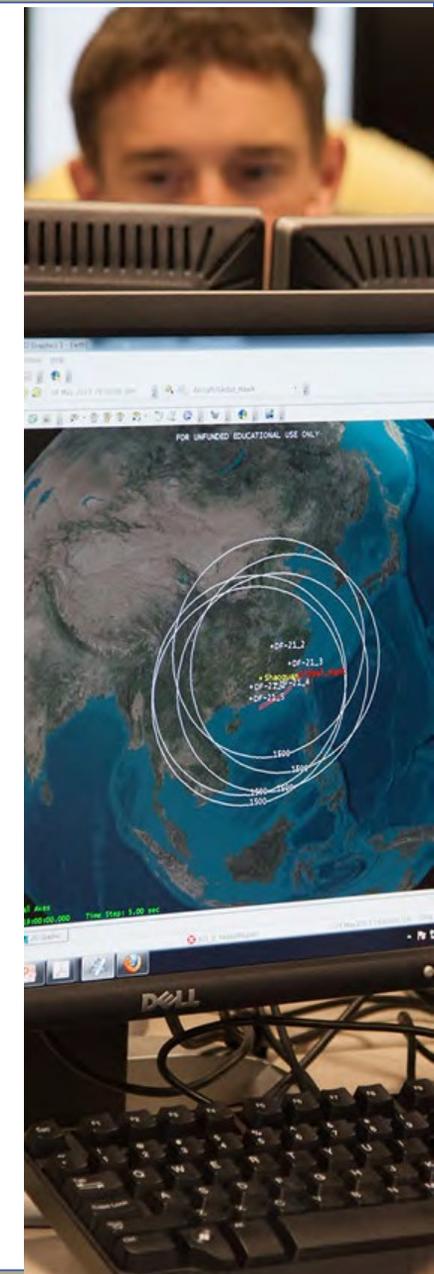
IREF Summary

FY19 IREF Submissions

<i>Service</i>	<i>IREFs</i>	<i>Budget Requested</i>	<i>Avg Budget/IREF</i>
USN	194	\$25.5M	\$131K
USMC	44	\$5.3M	\$121K
Total	238	\$30.8M	\$129K

FY20 IREF Submissions

<i>Service</i>	<i>IREFs</i>	<i>Budget Requested</i>	<i>Avg Budget/IREF</i>
USN	205	\$25.7M	\$126K
USMC	64	\$6.7M	\$104K
Total	269	\$32.5M	\$120K



FY20 Allocation Model

“Collaboration plus Fair Share”

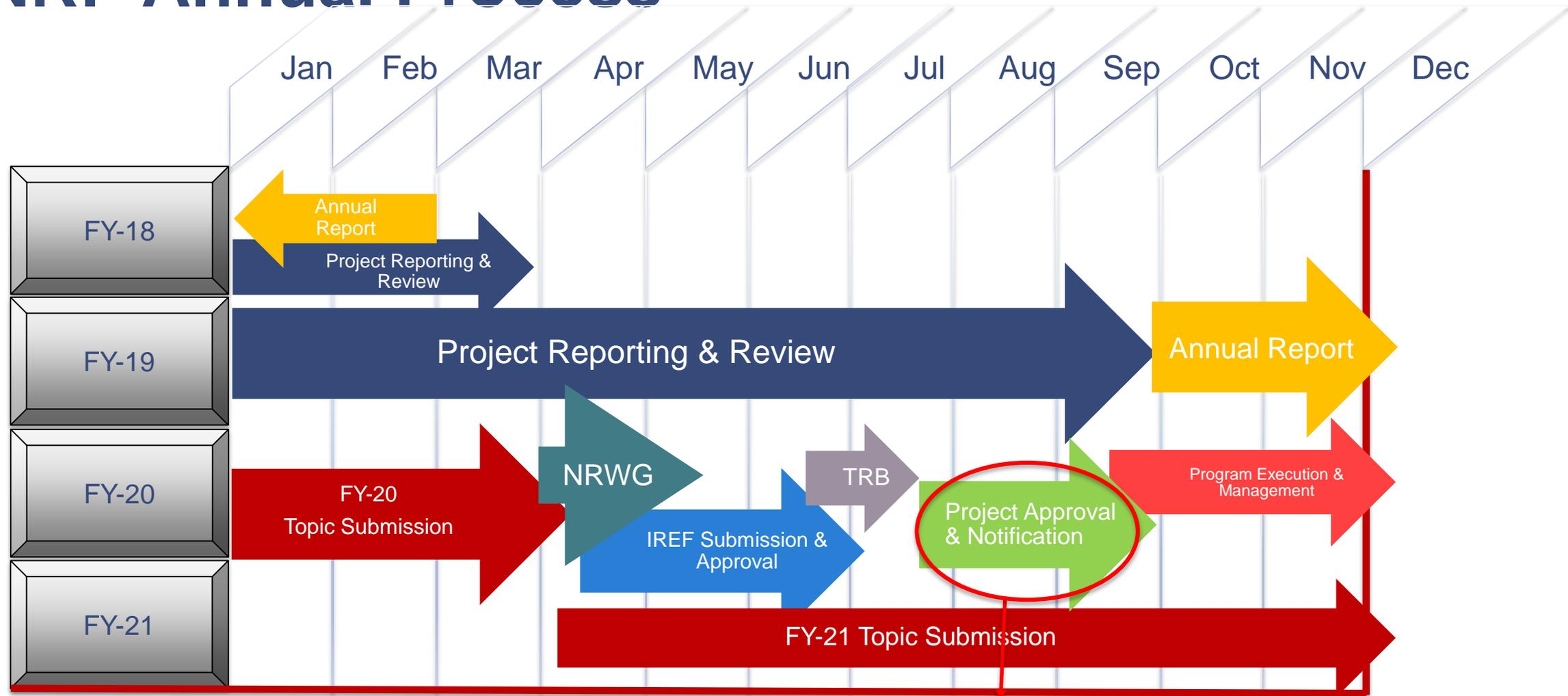
- Order of Funding Assignment
 - Collaboration
 - Fair-share
 - Service Specific Redistribution
- Allocation division 85/15
 - USN \$780K per organization
 - USMC \$140K per organization



FY20 NRP Funds Available **\$9.33M**

- Research Funds Breakdown:
 - Collaboration \$2M
 - USN \$6.24M
 - USMC \$1.1M

NRP Annual Process



We are here.

NRWG – Naval Research Working Group
 IREF – Initial Research Estimate Form
 TRB – Topic Review Board





NRP Proposal Process - Overview

- Register for and attend FY20 NRP project PI brief.
- Complete NPS required Annual FY20 PI Training.
- Develop a NRP research proposal in collaboration with the Topic Sponsor.
- Submit your completed analysis proposal documents (signed NRP proposal and NRP budget) to the NRP for review and funding determination using Coeus (electronic routing).



NRP Funding Guidance Page

<https://my.nps.edu/web/naval-research-program/research/>


NAVAL POSTGRADUATE SCHOOL



Naval Research Program

Welcome ▾
Stakeholders ▾
Topic Portal
Events ▾
Funding Guidance
Contact

NRP Funded Research Topic - Detailed Topic Proposal & Budget Submission

Completed Research Proposals for FY20 are due by 09 SEP.

Researchers selected for funded projects should proceed through the following steps:

1. Review the [FY20 NRP Candidate Principal Investigator Checklist](#)
2. Attend a [mandatory NRP project PI brief](#).
3. Complete [FY20 NPS required Annual PI Training](#).
4. Develop an [FY20 NRP Analysis Proposal](#) and [FY20 NRP Analysis Proposal Budget](#). When complete, the proposal must be signed by you and the Topic Sponsor. (Include labor, time and costs for safety controls. See [Safety Review and Planning](#).)
5. Complete the [Research & Support Activity WAP Summary Form](#).
6. Submit your completed analysis proposal documents (signed NRP proposal, NRP budget and RSPO WAP Summary Form) to the NRP for review and funding determination using [COEUS](#).

Research Funding Results

Funded Projects are **Preliminary**, contingent upon [pending approvals](#).

FY20 NAVY and Marine IREF/Topic Review Board Results	▾
FY19 NAVY IREF/Topic Review Board Results	▾
FY19 MARINE IREF/Topic Review Board Results	▾
FY18 NAVY IREF/Topic Review Board Results	▾
FY18 MARINE IREF/Topic Review Board Results	▾
FY17 NAVY IREF/Topic Review Board Results	▾
FY17 MARINE IREF/Topic Review Board Results	▾

Announcements

Archive ▾

Budget Proposal Hints

Recommendations for how PIs can make the financial experience easier for themselves throughout the life of the project:

General ▾

Travel ▾

Payroll ▾

Purchasing ▾

Safety ▾

Principal Investigator (PI)

The PI is the person who has primary responsibility for the design, execution, and management of a sponsored research project and is named on the proposal to the sponsoring agency. The PI has the primary responsibility for the fulfillment of the Statement of Work.

Who is eligible to serve as a research PI or co-PI? ▾

My IREF was validated & selected for funding - now what? ▾

Faculty Responsibilities During the Period of Performance ▾

NRP PI Project Deliverables ▾

NAVAL RESEARCH PROGRAM

Annual PI Training

<https://my.nps.edu/web/research/annual-trainings>

 NAVAL POSTGRADUATE SCHOOL

Research

About Research @NPS ▾ sUAS Research @NPS ▾ **Sponsored Programs ▾** Research Compliance ▾ Working with NPS ▾ Portal Search ▾ Summaries

PI/PD Annual Online Trainings

FY19 Training is available. (posted 25 June 2018)

Trainings are required for anyone who functions as a PI/PD on sponsored projects. The three modules cover Accountability/Fiscal Law, Protection of Human Subjects and Stewardship. Training modules have moved to Sakai. A [quick start guide](#) has been created to get you through logging in and taking the trainings.

- [PI/PD Online Trainings - Sakai](#)

Instructions for accessing the NPS - Research Compliance Training site for the First-time training module user:
(Follow the steps below if you have NEVER taken the training in Sakai. Otherwise you can go directly to the [training](#).)

1. Go to the [Sakai \(https://cle.nps.edu\)](https://cle.nps.edu) site and click on "NPS Users click here to login"
2. Once you are in the site, click on the "Membership" link in the left-hand navigation menu
3. Click on "Joinable Sites" in the Membership banner across the page
4. Search for: *NPS - Research Compliance Training*
5. Click the "Join" link under the course title
6. If you are not taken to the site automatically, you should now see the link sites list. Click the link to get started.

Once you have completed the steps above, you will be able to go directly to the training site using this link: [NPS - Research Compliance Training](#)

Sponsored Programs

- Proposal Development
- External & Internal Funding Opportunities
- Financial Administration
- Policies
- Annual Trainings**
- Research Help Wanted / Help Available

- Contact Information
 - 831-656-3008 (phone)
 - 831-656-2038 (fax)
 - research@nps.edu





Research Proposal *Package*: **Overview**

- Detailed Research Proposal Package (Research Proposal, Budget/Spend Plan, Coeus e-PRF)
 - Culmination of iterative discussions with Topic Sponsor
 - Definitive agreement of proposed work and the timeline between Topic Sponsor, Research PI and the NPS NRP
 - Required signatures: the PI's, Dean/Chair, Topic Sponsor, NRP and Dean of Research
 - The NRP reviews and approves the package
 - Funds allocated and released to begin research





NRP Research Proposal

- **Due 09 Sep – Coeus Submission Deadline**
- Proposals submitted after the deadline risk delay in account funding
- Use current template
- PI and Topic Sponsor must sign
- All sections required*
 - Milestones should reflect 14 OCT 2020 PoP expiration
- Digital (CAC) or original signature required
 - document cannot be edited after digital signature is applied
- Must be saved as PDF prior to submission
- **Due 09 Sep – Coeus Submission Deadline**

PLEASE READ THE ENTIRE DOCUMENT BEFORE STARTING YOUR RESEARCH PROPOSAL

Background: Upon identification of naval research topics from Topic Sponsors and NPS faculty, the Dean of Research issues a solicitation for Initial Research Estimate Forms (IREFs) to the NPS population. Researchers are encouraged to initiate dialogue with potential Topic Sponsors prior to and during the Naval Research Working Group (NRWG). The back-and-forth exercise between Researchers and Topic Sponsors requires some art to decipher the true needs of the Topic Sponsor organization. As a result of the joint navy and Marine Corps Topic Review Board (TRB) IREF research priority and requirements recommendations, the NPS NRP selects those research projects that can be funded and staffed under the FY budget allocation. What is now required is a comprehensive research proposal, completed using the NRP Analysis Proposal template (this document). The final research proposal is the culmination of iterative discussions with the Topic Sponsor. It provides a definitive agreement of the proposed work between the NRP, the Topic Sponsor and the research Principal Investigator (PI) and any Co-Investigator(s) (Co-I). This full proposal requires mutual agreement from both PI and Topic Sponsor, affirmed through signatures prior to any NRP funds being issued. (Note: the full NRP research proposal package consists of this completed analysis proposal, and NRP budget/spend plan submitted using Coeus)

Graduate level academic writing is expected. The following essential elements are **required** to be included in the research proposal:

1. **Completed Header** on all pages that includes the project title as proposed on your IREF, proposal date, your NRP project ID, your school and your department, as applicable
2. **Research Topic Abstract and Background:** Describe the specific research topic question or questions being addressed and its importance to the Topic Sponsor. Literature reviews and other initial scoping efforts provide a background to the research topic and help frame the approach and research direction. RDT&E funds used for the NRP are currently categorized as "BA6-RDT&E Management Support" only. Please ensure your project is scoped accordingly.
3. **Research Objectives:** List the objectives or questions that the research intends to address to satisfy the research topic.
4. **Approach:** Clearly explain the initial concept for addressing the problem. This section will provide a complete description of the methodology for the study.
5. **Supporting Tasks:** Outline the activities that must be performed to carry out the proposed approach. An underlying requirement for any research is a mechanism to continually communicate with the Topic Sponsor.
6. **Schedule and Milestones:** Milestones listed should link directly back to the supporting tasks that were identified. Research efforts establish gates to measure progress, which are reportable and can be benchmarked for project completion. Projects are required to be scoped at 12 months. Additional research time/funding beyond 12 months may be funded at the discretion of the Topic Sponsor organization or you may re compete for NRP funding.
7. **Biographies/CV/Resume:** Biographies and/or resumes to make introductions of all known researchers.
8. **Budget:** A complete and accurate monthly budget estimate worksheet [per the separate Excel NRP template] will accompany this research proposal when submitted to the NPS NRP Program Office (via Coeus). Expenditures shown in the budget must be justified within this research proposal. A monthly spend plan is important in case incremental funding is necessary. Though encouraged, it is not required that you share the detailed budget with the Topic Sponsor, as they are not your funding sponsor.

REMOVE THIS PAGE PRIOR TO SENDING YOUR PROPOSAL FOR SIGNATURES

For any other questions, contact the Naval Research Program Office [nps_nrp_poc@nps.edu] or visit our portal at: <https://my.nps.edu/nrp/>





FY20 Period of Performance

- FY20 Standard Period of Performance (PoP): 10/15/19– 10/14/20
 - Standard PoP unless otherwise previously approved.
 - Projects cannot start earlier than 10/15/19.
 - Spend requirement allows for 12 months of work on a project.
 - Last 2 weeks of FY20 PoP (October 1-14) are provided for manpower to complete the project.

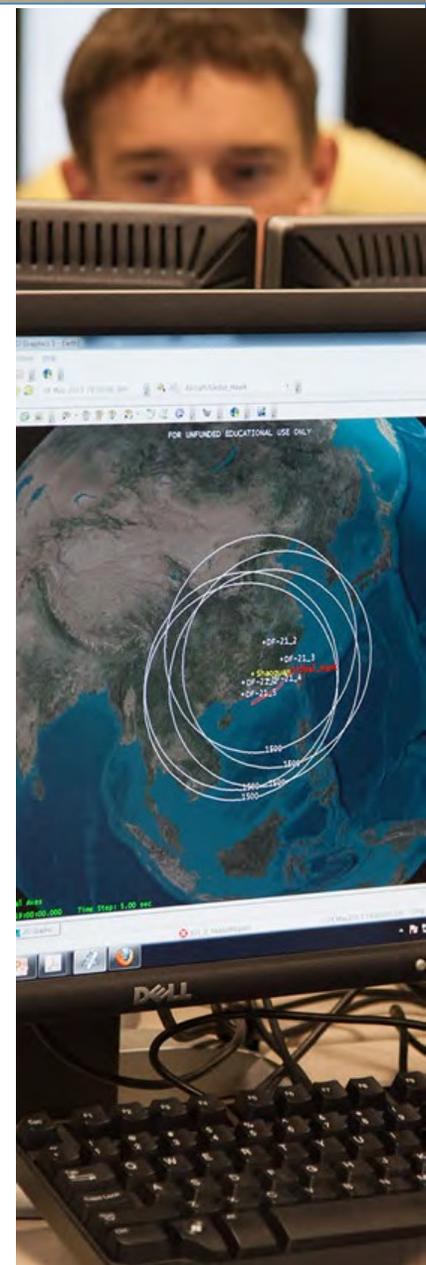


NRP Research Proposal: Schedule, Milestones and Deliverables

Table 1: Proposal Deliverables and Task Completion Milestones

SCHEDULE, MILESTONES AND DELIVERABLES:

Period of Performance Start Date:		10/15/2019
Tasks	Tasks Description [Deliverable to Topic Sponsor/NRP]	Task Completion Date
1	Review Prior Lit. [lit review]	
2	Determine Topic Sponsor Specific Data Requirements	
3	Collect and Analyze Data [documented data analysis]	
REQ2	IPR#1 with Topic Sponsor [document IPR] (Required)	12/31/2019
4	Provide Empirical Evidence	
REQ2 / 5	IPR#2 with Topic Sponsor (Required) [document IPR] [Present Findings]	03/30/2020
REQ2	IPR#3 with Topic Sponsor [document IPR] (Required)	06/29/2020
REQ2	IPR#4 with Topic Sponsor [document IPR] (Required)	9/30/2020
REQ1	Topic Sponsor Out-brief / [deliver report] (Required)	
REQ3	[NRP Executive Summary, Project Poster and all Final deliverables Submitted to the NRP] (Required)	10/14/2020
Period of Performance End Date:		10/14/2020





NRP RDT&E Funding Description

- RDT&E budget activities (BA) are seven broad categories reflecting different types of RDT&E efforts.
- NRP RDT&E funds are categorized as “BA6-RDT&E Management Support” only.
- Review the BA6 category definition prior to developing your IREF.

Budget Activity 6, RDT&E Management Support.

This budget activity includes research, development, test and evaluation efforts and funds to sustain and/or modernize the installations or operations required for general research, development, test and evaluation. Test ranges, military construction, maintenance support of laboratories, operation and maintenance of test aircraft and ships, and **studies and analyses in support of the RDT&E program** are funded in this budget activity. Costs of laboratory personnel, either in-house or contractor operated, would be assigned to appropriate projects or as a line item in the Basic Research, Applied Research, or ATD program areas, as appropriate. Military construction costs directly related to major development programs are included.





BA6 Funding Cont..

- **Proposal should:**

- propose **faculty studies and analysis** of **existing data/products/problem sets**
- contain clear research questions/definition to support research objectives and deliverables

- **Proposal should not Propose/Describe:**

- **faculty** development of a *prototype, proof of concept/principle*
- only data collection & report generation
- curriculum review/development
- only Thesis/Capstone project with faculty supervision





NRP Budget/Spend Plan: **READ ME - Guidance**

NRP Funding Guidance: <https://my.nps.edu/nrp/research/>

Resource funding sponsor - The NRP is the official funding sponsor for all NRP projects. The research project Topic Sponsor has no official authority in awarding, managing or extending NRP funding. While the Topic Sponsor is a vital part of the program, any NRP project budget or period of performance (PoP) extensions/changes must be addressed with the NRP.

Period of performance:

- The FY20 spend requirement allows for 12 months of work on a project.
- The standard FY20 NRP PoP is 10/15/19 - 10/14/20 unless otherwise approved during the IREF submission process.
- The last 2 weeks of the FY20 PoP (October 1-14) are provided for manpower to complete the project and to finalize deliverables. All deliverables must be submitted by the last day of the PoP.
- An alternate or extended PoP may be granted by the NRP on a limited case by case basis. A Continuing Resolution (CR) is not grounds for an extended PoP; plan accordingly.

Explanation of the burn rate: The monthly spend plan submitted in this budget is a critical element of the program. Although they are estimates of how the PI intends to work on the project, please make every effort to submit a realistic spend plan. All NRP project spend plans are submitted to BUPERS, and the burn rate is reviewed on a monthly basis. Deviations from the spend plan require NRP leadership approval. The burn rate (projected vs. executed) is extremely important as slower burn rates result in a loss of funds for the NRP.

How can the money be spent? NRP funds are RDT&E and are appropriated solely for specific selected NRP projects. There must be a logical relationship between funds spent and the selected NRP research project. This money cannot be used for academic/curriculum support. This money cannot be used for office supplies, printers or cell phones. If expenditures are for Travel or Purchases that will be used for more than one research project, split accounting rules apply.

Payroll - quick tips:

- List all known employees who will be working on the project. Input To Be Named (TBN) persons identified with their corresponding Coeus Person Name type. If an employee is not listed on the proposal, payroll approval will be delayed because the SPFA will be required to obtain additional documentation from the PI.
- **Labor cells do not automatically calculate the labor rate. You will need to calculate the individual labor rates yourself. FY20 fully burdened rate is "Hourly Rate x 153.3%"** The NRP is exempt from Indirect Costs. Do not include Indirect Costs.
- NRP funds are not appropriate for employee cash awards. All awards using NRP funds will be reversed upon detection.
- Up to 5% of the project budget may be used as administrative staff support for both GS and contractors. Since the NRP has RDT&E funds, the PI will need to determine if their GS staff are able to charge to this type of money or not.

You are required to enter "Justification & Comments" that directly relate travel or purchases to the research.

Travel - quick tips:

- Travel should be completed as early in the project as possible and no later than 30 SEP 19 (for standard FY PoP).
- Allowed are: travel for "this project related" data collections, meetings, and conferences.
- NOT allowed are: travel for academic purposes, thesis development, or other research projects.
- Student participation is highly encouraged. However, the travel must always align with the research. Please educate your students to state how this travel applies to the associated research rather than to merely state "for thesis research".

Purchasing - quick tips:

- Purchases should be completed as early in the project as possible and no later than 30 SEP 19 (for standard FY PoP).
- The timeline for all acquisitions must be congruent with the project's period of performance. Acquisitions for computers, equipment, contracts and MIPRS are ONLY approved for the benefit of the selected NRP project. Therefore, all items must be ordered soon enough that they arrive early enough to contribute into the deliverable of the project.
- Items that cannot be purchased with NRP funds are: cell phones & cell phone services, printers, toners, office supplies that are for general use, furniture, and publications. (Please refer to the NRP office for NRP related publication expenses.)
- Blanket terms such as "Mission Essential / Critical" are not to be confused with a valid justification.
- Include labor, time, and costs for safety controls. Safety Review and Planning: <https://my.nps.edu/web/safety/safety-review>

- Use current template
- Guidance tab (pictured)
- Use IREF proposal budget amount unless otherwise instructed
- Travel
- Payroll
- Purchase orders





NRP Budget/Spend Plan: Standard FY20 Budget Example Tab

FY20 Standard Naval Research Program Budget EXAMPLE

Project Title:

Principal Investigator:

Period of Performance: From to

IREF #:

Budget:

JON:

Do not edit this section

CATEGORY	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Total
Labor	-	5,600.00	-	8,100.00	8,100.00	8,100.00	1,900.00	1,900.00	1,900.00	8,150.00	8,150.00	7,800.00	7,800.00	67,500.00
Travel	-	2,500.00	-	-	5,000.00	-	2,500.00	-	2,500.00	-	2,500.00	-	-	15,000.00
Equipment	3,500.00	-	100.00	-	-	-	3,500.00	-	-	-	-	-	-	7,100.00
Contracts/MIPRS/Transfers	-	15,000.00	20,000.00	-	-	-	-	-	400.00	-	-	-	-	35,400.00
Monthly Totals	3,500.00	23,100.00	20,100.00	8,100.00	13,100.00	8,100.00	7,900.00	1,900.00	4,800.00	8,150.00	10,650.00	7,800.00	7,800.00	125,000.00
Cumulative Sum	\$ 3,500.00	\$ 26,600.00	\$ 46,700.00	\$ 54,800.00	\$ 67,900.00	\$ 76,000.00	\$ 83,900.00	\$ 85,800.00	\$ 90,600.00	\$ 98,750.00	\$ 109,400.00	\$ 117,200.00	\$ 125,000.00	\$ 125,000.00

Note: Labor hours need to be calculated at the fully burdened rate. Fully burdened rate = Hourly Rate x 153.3%. Do not include any other types of Indirect or overhead costs in this spreadsheet

Justification & Comments:

Labor	Ima Sage		5,600.00		3,300.00	3,300.00	3,300.00			3,350.00	3,350.00	3,000.00	3,000.00		
Labor	Anna Littical			4,800.00	4,800.00	4,800.00				4,800.00	4,800.00	4,800.00	4,800.00		
Labor	Perry Scope						1,900.00	1,900.00	1,900.00						
Labor	<insert employee name>														
Labor	<insert employee name>														
Travel	Ima Sage - Colorado				2,500.00		2,500.00						N/A	Data collection	
Travel	Anna Littical - Colorado				2,500.00						2,500.00		N/A	Data collection	
Travel	Perry Scope - Wash. DC												N/A	Meet with topic sponsor	
Travel	Ima Sage - Wash. DC												N/A	Meet with topic sponsor	
Travel	Ima Sage - IEEE Conf.		2,500.00						2,500.00				N/A	Conference to present paper	
Travel	<traveler name & location>												N/A		
Travel	<traveler name & location>												N/A		
Equipment	Computer	3,500.00												N/A	Dell 11" Laptop
Equipment	Sonic Screwdriver						3,500.00							N/A	
Equipment	Books			100.00										N/A	Journal of Impossible Things
Equipment	<insert description>													N/A	
Equipment	<insert description>													N/A	
Equipment	<insert description>													N/A	
Contracts/ MIPRS/Transfers			20,000.00											N/A	MIPR to SPAWAR
Contracts/ MIPRS/Transfers		15,000.00												N/A	Contract for Researcher
Contracts/ MIPRS/Transfers									400.00					N/A	Conference Fee
Contracts/ MIPRS/Transfers														N/A	





NRP Budget/Spend Plan: Standard FY20 Budget Template tab



FY20 Standard Naval Research Program Budget

Project Title:

Principal Investigator:

Period of Performance: From to

IREF #:

Budget:

JON:

Do not edit this section

CATEGORY	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Total Project Costs:
Labor	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Travel	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contracts/MIPRS/Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Monthly Totals	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Cumulative Sum	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Recommended Labor Calculation is "Hourly Rate * 153.3% * Number of Hours Per Month"
 Reminder: Do not include indirect or overhead costs in this spreadsheet.
 Justification & Comments:

Labor	<insert employee name>													
Labor	<insert employee name>													
Labor	<insert employee name>													
Labor	<insert employee name>													
Labor	<insert employee name>													
Labor	<insert employee name>													
Travel	<traveler name & location>												N/A	
Travel	<traveler name & location>												N/A	
Travel	<traveler name & location>												N/A	
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Equipment	<insert description>												N/A	
Equipment	<insert description>												N/A	
Contracts/ MIPRS/Transfers													N/A	
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Contracts/ MIPRS/Transfers													N/A	
Contracts/ MIPRS/Transfers													N/A	
Contracts/ MIPRS/Transfers													N/A	

Continuing Resolution (CR) Considerations

A signed FY20 Federal Budget vs. a Continuing Resolution

- FY20 funds are contingent upon a signed Federal Budget.
- How much money does the NRP receive during a CR?
- Typically: During a CR each PI receives funds based upon what they show they intend to spend up to the date the CR expires.
- Example: If the CR expires November 15, the PI will receive 100% of October's budget, and 50% of November's budget. e.g. in the image at right, the PI would receive \$15,050

FY20 Standard Naval Research Program Budget EXAMPLE

Project Title: Comparison Study of Understanding the NRP Templates
 Principal Investigator: Dr. Basil Who
 Period of Performance: From 10/15/19 to 10/14/20

Do not edit this section

CATEGORY	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20
Labor	-	5,600.00	-	8,100.00	8,100.00	8,100.00	1,900.00	1,900.00
Travel	-	2,500.00	-	-	5,000.00	-	2,500.00	-
Equipment	3,500.00	-	100.00	-	-	-	3,500.00	-
Contracts/MIPRS/Transfers	-	15,000.00	20,000.00	-	-	-	-	-
Monthly Totals	3,500.00	23,100.00	20,100.00	8,100.00	13,100.00	8,100.00	7,900.00	1,900.00
Cumulative Sum	\$ 3,500.00	\$ 26,600.00	\$ 46,700.00	\$ 54,800.00	\$ 67,900.00	\$ 76,000.00	\$ 83,900.00	\$ 85,800.00

Note: Labor hours need to be calculated at the fully burdened rate. Fully burdened rate = Hourly Rate x 153.3%. Do not include any other types

Labor	Ima Sage		5,600.00		3,300.00	3,300.00	3,300.00		
Labor	Anna Littical			4,800.00	4,800.00	4,800.00			
Labor	Perry Scope						1,900.00	1,900.00	
Labor	<insert employee name>								
Labor	<insert employee name>								
Travel	Ima Sage - Colorado					2,500.00		2,500.00	
Travel	Anna Littical - Colorado					2,500.00			
Travel	Perry Scope - Wash. DC								
Travel	Ima Sage - Wash. DC								
Travel	Ima Sage - IEEE Conf.		2,500.00						
Travel	<traveler name & location>								
Travel	<traveler name & location>								
Equipment	Computer	3,500.00							
Equipment	Sonic Screwdriver							3,500.00	
Equipment	Books			100.00					
Equipment	<insert description>								
Equipment	<insert description>								
Equipment	<insert description>								
Contracts/ MIPRS/Transfers			20,000.00						
Contracts/ MIPRS/Transfers		15,000.00							
Contracts/ MIPRS/Transfers									





Include Safety Reviews and Control costs in your IREF budget!

The safety team is happy to help you:

Safety@nps.edu or x1072

Examples:

- \$2500-\$5000 for NSWC Lithium Battery Reviews
- Laser Controls- warning lights, separation barriers, training time, etc
- Outdoor Activities – NEPA ENV reviews (CATEX, EA, etc)

See Safety.nps.edu > (Safety Review- top right of home screen) for OSHA Hazard identification Tips and Project Description/Planning Tips





Proposal Routing: Coeus

Submit your signed proposal and budget spreadsheet using the RSPO Coeus E-Routing Form:

- **Coeus Information:** https://my.nps.edu/web/research/proposal_data
- **Proposal tab** (mirrors info required on proposal routing form):
 - **Proposal Organization:** 401 – NPS Naval Research Program
 - **Sponsor Code:** 100728
 - Insert IREF ID, e.g. NPS-20-N500-A
- **NPS Personnel tab:**
 - At minimum include PIs and Co-PIs
 - If additional staff/faculty are expected but have yet to be identified input under “To be named”
- **Proposal Questions and Proposal Data tabs** are all fields previously required on the proposal routing form
- **Abstract and Attachments tab:** Copy/paste the abstract from your NRP Research Proposal into the **Publicly Releasable Abstract** field. At minimum, you will upload the following documents:
 - **Technical Proposal Narrative:** Completed and signed NRP Research Proposal (.pdf)
 - **Other & Non-PDF File:** Completed NRP Budget Spreadsheet (.xlsx)
- **Proposal Budget tab > Budget Document:** Create a budget. Using your previously completed NRP Budget Spreadsheet data, complete the **NPS Labor** and **Other Direct Costs** tabs. When complete mark the budget as final. The budget spreadsheet and Coeus Budget Document must match.

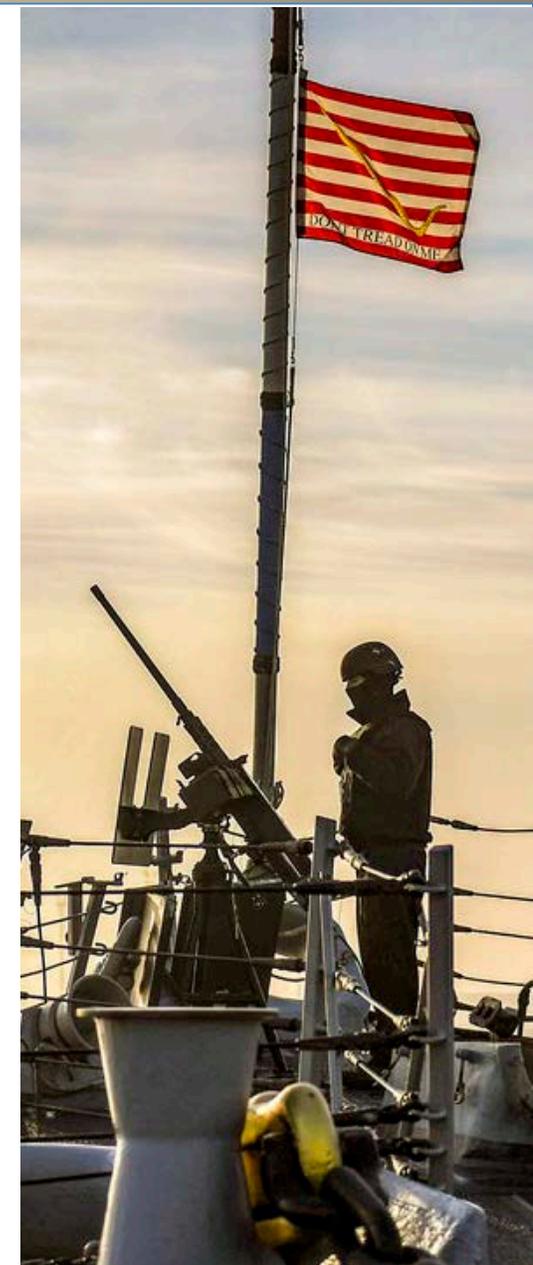




FY20 PI Reporting Expectations

- NRP External Report Requirements
 - Project burn rates by PI name
- Internal Report Requirements
 - Updated burn rate plans (if +20% behind),
 - Executive Summary
 - Academic Quality, Publish Ready > Graduate Writing Center
 - NRP Template and FAIRS submissions
 - Research Poster
 - All other project specific deliverables

Adherence Affects Future Participation





NRP Important Dates: <https://my.nps.edu/nrp/events>

- **CY19 Topic Submission & Review Cycle Dates:**
 - **05 Sep:** Deadline for N10 to Review FY20 IREFs for [BA6 Funding Applicability](#)
 - **09 Sep:** Deadline for FY20 Candidate [PIs](#) to Submit [Research Proposal Packages](#)
 - **30 Sep:** Deadline for [PIs](#) to complete [Quarterly Interim Progress Review \(IPR\)](#)
 - **14 Oct:** Deadline for [PIs](#) to Submit [FY19 NRP End of Project Deliverables*](#)
 - **15 Oct:** FY20 Funding Awarded/Accounts Setup*
 - **31 Dec:** Deadline for [PIs](#) to complete [Quarterly Interim Progress Review \(IPR\)](#)
- **CY20 Topic Submission & Review Cycle Dates:**
 - **31 Jan:** Deadline for [PIs](#) to Submit [FY19 NRP End of Project Deliverables*](#)
 - **Feb-Mar:** [Learn About the NRP Program Brown Bag Meetings](#)
 - **27 Mar:** Deadline to [Submit Research Topics](#) for FY21 Research Consideration*
 - **31 Mar:** Deadline for [PIs](#) to complete [Quarterly Interim Progress Review \(IPR\)](#)
 - **02 Apr:** [Initial Research Estimate Form \(IREF\) Submission](#) for FY21 Cycle Opens
 - **7-9 Apr (Tentative):** [Naval Research Working Group \(NRWG\) 20](#)
 - **20 Apr:** [Topic Submission](#) for FY22 Cycle Opens





Reminders

- All due dates are published on the NRP website
- Dates must match across all 3 documents
- Detailed Research Proposal Package (Proposal, Budget/Spend Plan) Coeus submission deadline is 9 SEP
- Send complete packages only
- Do not send directly to the NRP or RSPO
- Requirements must be met, regardless of who sends the email – make sure people helping you know the process



NRP Way-ahead

- Topic Portal, FAIRS & Calhoun Integration
 - Research Outcomes
 - Annual Report
<https://my.nps.edu/nrp/project-deliverables>
- Coeus - Electronic Routing for Proposal Submissions
https://my.nps.edu/web/research/proposal_data





Pertinent Links

NRP Questions?

<https://my.nps.edu/nrp>

NRP Topic Portal

<https://my.nps.edu/nrp/topic-portal>

Naval Research Working Group - FY19

<https://my.nps.edu/nrp/nrwg-19>

NRP Email

nps_nrp_poc@nps.edu

