



**U.S. DEPARTMENT OF COMMERCE**  
**National Oceanic and Atmospheric Administration**  
**Coastal Services Center**  
2234 South Hobson Avenue  
Charleston, South Carolina 29405-2413

20 March 2008

Dr. Eric Terrill  
Southern California Coastal Ocean Observing System  
Scripps Institute  
LaJolla, California

Dear Eric,

NOAA has made the decision to redirect additional FY2008 funds from national activities towards funding for the regional component of IOOS. This funding will further the efforts towards a comprehensive regional approach to ocean observing across the nation. I am writing to inform you that your proposal will be recommended for funding at a level of \$500,000 for the first year. We realize that this amount is considerably less than was requested and will necessitate some difficult decisions regarding first year activities.

In order to submit a complete application to the NOAA Grants Office, I will need to receive from you the following information that reflects changes to the work plan and budget as a result of the reduced funding and completes the application package:

- Revised budget (SF 424A) reflecting the revised first year and total budgets for the remainder of the project. An example can be found at:  
[www.csc.noaa.gov/funding/ex2\\_sf424a.pdf](http://www.csc.noaa.gov/funding/ex2_sf424a.pdf)
  - Section A should reflect the revised total (two years) award amount in columns E & G;
  - Section B should include revised budget by object class for each of the two years in columns 1 and 2.
  - Section D will need to be revised to reflect the reduced amount in Year 1;
  - Section E should include budget for year 2.
  - Adjust section F as needed.
- Note that the agreement for the Joint Institute for Marine Observations (JIMO) expires on June 30, 2010. The end date for this IOOS proposal will need to change to coincide with the JIMO agreement end date. Please adjust the outyear budget as needed.
- Revised budget narrative (justification) corresponding to the new budget.
  - To make the budget easier to comprehend and to satisfy Grants Management Division needs, there needs to be a single budget narrative for all components being conducted by Scripps as the prime award recipient. The narrative should include staff rates and time commitments, benefits, travel breakdown, equipment, and supplies. A table summarizing the separate entries for Scripps would be a helpful addition. This table should map to the SF424A object class categories (section B).
  - The budget narrative will need a table summarizing the subcontracts –funding to each institution for each year. A summary statement that lists the product or service that will be delivered and the expected date by each subcontract will be helpful.
- Revised project description (statement of work). I typically want to know what of the proposed work will not be completed under the reduced funding, but given the difference



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in requested and revised amounts, it may be more straightforward to revise the project description with clear description of the work that will be done in the first year. Please be sure the objectives and project description clearly describe the project for each year of the project. Also, please be sure to incorporate, to the extent practical, comments of reviewers as you consider the down-scoping and implementation of the project.

- The milestones and time line will require revision. Milestones should reflect key deliverables and notable “milestones” in the execution of the project. Listing several activities that are ongoing for the duration of the project is informative but provides little that can be used to benchmark progress. Several of the subcontracts include more detailed milestones in their statement of work. Pulling these together in a revision of the milestone table (proposal p. 29) will increase the granularity and more clearly communicate the overall schedule and progress for the project.

I have reviewed the NEPA information and it appears to be sufficient for NOAA to make a determination regarding significant impacts.

Lisa Holmes ([Lisa.Holmes@noaa.gov](mailto:Lisa.Holmes@noaa.gov); (843) 740-1256) will be the Federal Program Officer working with us to submit your application. After we get the revised application package in order, we will transfer the application to the Office of Atmospheric Research, for transmission through JIMO. In order for us to submit the application to the NOAA Grants Office in time for action, we will need to receive your revised materials no later than 4 April. I hope that this is sufficient time for your team to make these revisions. Please note that the Grants Office will not award funds if your institution currently has delinquent progress or financial reports, so please be sure these are up to date.

Please feel free to contact me with any additional questions. I look forward to working with you to implement this project.

Regards,

A handwritten signature in cursive script, appearing to read "Mary C. Cal".