

Aquatic Invasive Species Research Grants

Fiscal Year 2024–2025 Request for Proposals

Project Statement Guidelines

Project statements for proposals to TPWD for consideration under this grant program must follow the bulleted guidelines below. Failure to follow format instructions or omission of required information/documentation will result in the application package being returned and could preclude consideration of the proposal for funding. **Project proposals are due May 31, 2023.**

Include the following sections in your Project Statement:

- **Project Title.**
- **Project Personnel.** Include title, name, contact information and a brief description of qualifications for each Principal Investigator (note that a separate curriculum vitae is also required for each PI as part of the overall proposal package and may be referenced here following a brief description of qualifications).
- **TPWD Coordination.** Provide the name of the TPWD biologist consulted on project development/refinement. Prior to proposal submittal, investigators should contact the TPWD Senior Scientist for Aquatic Invasive Species (monica.mcgarritty@tpwd.texas.gov) or other TPWD biologist(s) with expertise in the study area to discuss and refine potential proposals.
- **Statement of Need.** Identify which research priority topic(s) from the request for proposals (copying priority topics verbatim is recommended) is addressed by this project and describe the project connection to the topic(s). Identify which priority species is being addressed, if applicable. Explain why the project is being undertaken, including any relevant background information, and which information gaps will be filled by the proposed research findings. Reference pertinent literature.
- **Objective.** Explain what is to be accomplished during the period of the grant pursuant to the stated need. Identify a recognizable endpoint that is quantifiable or verifiable.
- **Expected Results and Benefits.** Explain the results or benefits of the proposed project focusing on conservation or applied management implications.
- **Approach.** Explain how the objective(s) will be accomplished. Include and describe methods for specific procedures or tasks, citing pertinent literature as needed.
- **Milestone Schedule.** Timetable for initiation and completion of procedures outlined in the “Approach” section and any key deliverables. Timeline should include delivery of biannual progress and final technical reports; however, note that contract report due dates will be

determined by TPWD. (Note that brief monthly progress updates—bullet list—will also be required but do not need to be included in the timeline.) Projects must be completed by August 31, 2025. Awards will begin no earlier than September 1, 2023 with all grants terminating no later than August 31, 2025. Please note that the contracting process may take several months. Each contract will include a pre-award clause authorizing spending as of September 1, 2023 at the institution's risk. However, if spending under a pre-award clause is not acceptable to your institution, you should take this delayed start into account in your timeline.

- **Location.** Brief description of where the work will be completed (i.e., city, county, water body(ies), watershed, etc., as applicable). A project area map may be included but is not required.
- **Collaborators.** Identify any additional collaborators (name and affiliation) for this project. **For each non-TPWD collaborator, please provide a letter of support indicating intent to participate in the project.**
- **Literature Cited.**
- **Budget/Budget Justification.** Using the budget template spreadsheet provided, provide budget justification and signed budget as a PDF. It is preferred for this information to be included in the same PDF with the proposal, curriculum vitae, and letters of support. Please also provide the Excel spreadsheet with your submission as the PDF print may be small. Please note the budget signature requirements in the spreadsheet and ensure signatures from the appropriate individuals (e.g., office of sponsored research) are obtained.

Proposal submission contact information:

Submit proposals via email to -

Monica E. McGarrity, Senior Scientist for Aquatic Invasive Species
Aquatic Invasive Species Research Coordination Committee Chair
Inland Fisheries Division
Texas Parks and Wildlife Department
4200 Smith School Road, Austin, TX 78744
Email: Monica.McGarrity@tpwd.texas.gov • Ph: (512) 552-3465