

**Proposal Title:**

**Content area:** (Select one: Prevention, Control, Outreach, Planning)

**Applicant:** List the applying agency or organization, contact information and position of the applicant and person that will be overseeing the project. Within 1-3 sentences, describe your (or your staff's) qualifications and experience providing similar services or goods.

**Partners:** List any partners that will be participating in carrying out this project, and what their general role will be.

**Total Request:** \$

**Executive Summary:**

Insert a single paragraph describing the project and its goals.

**Project Summary:**

Insert a summary of the proposed project and the need. For outreach projects, please describe what partners you would work with to take your message to a new audience.

**HISC FY14 Priorities Addressed:**

- Priority 1
- Priority 2, etc

**HISC Strategic Plan Objectives Addressed**

- Objective 1
- Objective 2, etc

**Proposed Timeline:**

Provide a timeline in narrative, bullet point, or table format.

**Project Deliverables:**

- Deliverable 1
- Deliverable 2, etc

**Measures of Effectiveness:**

- Measure 1
- Measure 2, etc

**Budget (amend categories and items as needed):**

<b>Budget Category</b>	<b>Item</b>	<b>HISC Funds Requested</b>
Salaries & Fringe	(Example) Coordinator	
	(Example) Field Crew Leader (% FTE)	
	(Example) Field Crew Tech. 1 (% FTE)	
Equipment & Supplies	(Example) Field gear, herbicide	
	(Example) Compound microscope w/ USB camera	
	(Example) Office materials	
Contractual Services	(Example) Helicopter surveys (# hrs. @ \$/hr.)	
Travel	(Example) Fieldwork/per diem	
	(Example) interisland travel (# trips @ \$/trip)	
	(Example) other travel (# trips @ \$/trip)	
Utilities & Communication		
Other		
Overhead (direct and indirect)		
	<b>Total Requested</b>	

**Existing or anticipated funds and sources (including in-kind services):**

<b>Source of Funds</b>	<b>Existing or Anticipated?</b>	<b>Match Required?</b>	<b>Amount</b>

**Budget Justification**

Provide a short statement on why this funding is needed at this time. In particular, describe the need for new equipment and supplies (e.g., computers, office supplies) and travel.

**Returning Project Demonstration:** (does not count toward page limit)

If you have previously received HISC funding for a similar project, provide the information below:

Previously funded project Title:

Fiscal Year in which funding was received:

List **all** deliverables from your funding agreement for that project, and for each deliverable describe how and/or why deliverables were or were not met:

- Previous deliverable 1: Description of how the deliverable was met
- Previous deliverable 2, etc

**Total Organizational Funding Need (optional, add notes or justification as desired):**

Estimate your total program need across all funding sources. This will not affect your evaluation score. We are looking to estimate the actual total need of the invasive species community for educational purposes and for future budget discussions

1: Estimate your organization's total FY14 budget, assuming your organization's current staffing capacity: \$\_\_\_\_\_

2: Estimate of what your organization's total annual budget would be, assuming optimal staffing capacity. In other words, what is the annual cost required to effectively achieve your organizational goals: \$\_\_\_\_\_