



UWW ORSP DEADLINE: 11 NOVEMBER 2011

## UNIVERSITY OF WISCONSIN SYSTEM GROUNDWATER RESEARCH AND MONITORING GRANT

# INTRAMURAL GRANT APPLICATION PACKAGE

X

**University of Wisconsin-Whitewater Office of Research and Sponsored Programs Intramural Transmittal Form.** ONE original, complete ORSP Transmittal Form including all relevant funding competition information, proposal information, required clearances, and required signatures must accompany each proposal submitted to ORSP.

X

**Proposal Development and Submission Instructions.** Each University of Wisconsin grant program has varying proposal development and submission requirements. Principal Investigators must review this application package carefully and adhere to specific program requirements to be competitive.

X

**Grant Program Forms.** Each University of Wisconsin grant program requires the submission of different forms. All relevant forms are included in this application package. Electronic versions of all forms can be accessed on the ORSP Funding Page (<http://www.uwworsp.org/media/funding.htm>).

X

**Additional Proposal Development and Submission Resources.** University of Wisconsin grant application packages may include additional resource information including evaluation/review criteria, description of proposal review processes and deadlines, and other pertinent appendices.

*The Office of Research and Sponsored Programs can provide additional information, proposal development assistance, and copies of funded proposals. ALL proposals must be submitted to ORSP. Grants submitted to directly to System or Extension may not be reviewed.*

DENISE EHLEN, Director, 262-472-5212, ehlend@uww.edu  
RON FLEISCHMANN, Acting Assistant Director, 262-472-5212, fleischr@uww.edu





UNIVERSITY OF WISCONSIN  
WHITWATER

RSP APPROVAL & CERTIFICATION  
TRANSMITTAL



DO NOT COMPLETE SHADED SECTIONS WITH DOUBLED BORDER – FOR UWW RSP USE ONLY

<b>FUNDING COMPETITION INFORMATION</b> Deadline:		<b>RSP USE ONLY</b>		ID:
1. Sponsor & Program:		Date Submitted:		
2. Address:		Number of Copies to Sponsor (original +)		
3. Telephone:	Fax:	Binding of Original: <input type="checkbox"/> Clip <input type="checkbox"/> Staple <input type="checkbox"/> Other <input type="checkbox"/> N/A		
4. Web:		GT Proposal Entry:		GT Award:
<b>PROPOSAL INFORMATION</b>				
5. Principal Investigator:		5a. Department/Division/Institution:		
5b. Address:		Phone:	Fax:	Email:
6. Co-Investigator:		6a. Department/Division/Institution:		
6b. Address:		Phone:	Fax:	Email:
7. Co-Investigator:		7a. Department/Division/Institution:		
7b. Address:		Phone:	Fax:	Email:
8. Co-Investigator:		8a. Department/Division/Institution:		
8b. Address:		Phone:	Fax:	Email:
9. Project Title:				
10. Funding Type <input type="checkbox"/> New <input type="checkbox"/> Renewal/Continuation		<b>AWARD INFORMATION – RSP USE ONLY</b> <input type="checkbox"/> GRANT <input type="checkbox"/> CONTRACT		
11. Total Request \$		New Account <input type="checkbox"/> Non-Federal <input type="checkbox"/> Federal (CFDA# )		
12. Match Information \$		Org Information <input type="checkbox"/> New <input type="checkbox"/> Add To		
13. Begin Date End Date		Total Award Begin Date End Date		
<b>REQUIRED CLEARANCES – Does the project involve:</b>		<b>Approved? (choose one)</b>		
14. toxic, infectious or carcinogenic/mutagenic material? Use recombinant DNA technology?		<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Pending		
15. use of human subjects, human tissue or vertebrate animals?		<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Pending		
16. action involving space, remodeling, or construction?		<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Pending		
17. hiring non-UWW personnel?		<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Pending		
18. requires release time by PI (and/or Co-Is) in support of project activities?		<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Pending		
19. creation of new degree programs or services?		<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Pending		
20. potential environmental impacts, which require review under the Wisconsin Environmental Policy Act?		<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Pending		
<b>REQUIRED SIGNATURES</b>		<b>PLEASE RETURN FORM TO RSP</b>		
<b>PRINCIPAL INVESTIGATOR/PROJECT DIRECTOR</b>		SIGNATURE		DATE
I certify that the plan detailed in the proposal/contract complies with all campus, state, and federal regulations and policies and reflects University, College/Division, and Department/Unit goals. This project is achievable as described, including the limitations of time, resources, and personnel expertise. All required clearances have been satisfied. I have disclosed any possible conflicts of interest during the proposal development process. If awarded, I agree to conduct the proposed project in compliance with (1) the conditions of the grant and (2) with all policies of UWW, UWS, and the State of Wisconsin.				
I authorize the use of my name and grant information for university publication. <input type="checkbox"/> NO <input type="checkbox"/> YES (initial)		TYPED NAME:		
<b>DEPARTMENT CHAIR/UNIT DIRECTOR</b>		SIGNATURE		DATE
I certify that I have reviewed the proposal/contract and found it to be complete, including required clearances, budget, and commitments involving space, faculty/staff time, and matching funds. In addition, I certify that all resources and other provisions of any award will be fulfilled. A match (check one) <input type="checkbox"/> has OR <input type="checkbox"/> has NOT been pledged. Cash match will be satisfied by a transfer of funds from org code _____-_____ in the amount of \$_____ or via in-kind contributions as described in the budget (narrative).				
		TYPED NAME:		
<b>COLLEGE DEAN/DIVISION DIRECTOR(S)</b>		SIGNATURE		DATE
I certify that I have reviewed the proposal/contract and found it to be complete, including required clearances, budget, and commitments involving space, faculty/staff time, and matching funds. In addition, I certify that all resources and other provisions of any award will be fulfilled. A match (check one) <input type="checkbox"/> has OR <input type="checkbox"/> has NOT been pledged. Cash match will be satisfied by a transfer of funds from org code _____-_____ in the amount of \$_____ or via in-kind contributions as described in the budget (narrative).				
		TYPED NAME:		
		TYPED NAME:		
<b>RESEARCH AND SPONSORED PROGRAMS CERTIFICATION</b>		SIGNATURE		DATE
By signing this transmittal, I certify that this proposal/contract is consistent with campus, state, and federal regulations; is within the campus' research/service mission; and is approved for submission to the funding agency.				
INITIAL HERE TO APPROVE GRANT/CONTRACT ACCEPTANCE:		DATE:		TYPED NAME: DENISE EHLEN

UNIVERSITY OF WISCONSIN SYSTEM  
GROUNDWATER RESEARCH AND MONITORING GRANT

# SPECIAL NOTE

Investigators for all programmatic requests must work with the Office of Research and Sponsored Programs to submit proposals using iPropose, a web-based proposal submission system that will be open for registration after Monday 24 October 2011. Please visit the Water Resource Institute website (<http://wri.wisc.edu>) for more information or contact the UWW Office of Research and Sponsored Programs.

The Office of Research and Sponsored Programs administers institutional approval and clearances and communicates approval to the sponsor.

Contact Denise Ehlen ([ehlend@uww.edu](mailto:ehlend@uww.edu), X5212) with additional questions.



State of Wisconsin \ GROUNDWATER COORDINATING COUNCIL

Scott Walker, Governor

101 South Webster Street  
Box 7921  
Madison, Wisconsin 53707  
FAX 608-267-7650  
TDD 608-267-6897

## Joint Solicitation

# State of Wisconsin Groundwater Research and Monitoring Proposals for State FY 2013 (July 1, 2012 – June 30, 2013)

Facilitated by:  
Wisconsin Groundwater Coordinating Council  
University of Wisconsin Water Resources Institute

Participating agencies:  
University of Wisconsin System  
Wisconsin Department of Natural Resources  
Wisconsin Department of Agriculture, Trade & Consumer Protection  
Wisconsin Department of Safety & Professional Services

**Proposal Submission Deadline: November 16, 2011**

Contact Christopher Babiarz, Water Resources Institute ([babiarz@aqu.wisc.edu](mailto:babiarz@aqu.wisc.edu)) or Jeff Helmuth, WDNR ([jeffrey.helmuth@wisconsin.gov](mailto:jeffrey.helmuth@wisconsin.gov)) if you have questions or wish to be removed from the mailing list for this annual solicitation.



## State of Wisconsin \ GROUNDWATER COORDINATING COUNCIL

Scott Walker, Governor

101 South Webster Street  
Box 7921  
Madison, Wisconsin 53707  
FAX 608-267-7650  
TDD 608-267-6897

Date: October 3, 2011

To: Interested Researchers

From: Ken Johnson, Groundwater Coordinating Council

Subject: Joint Solicitation for Groundwater Research and Monitoring

Enclosed is information on the State of Wisconsin Groundwater Research and Monitoring Program. The solicitation is a coordinated effort of the University of Wisconsin System (UWS), the Wisconsin Departments of Natural Resources (DNR), Agriculture, Trade and Consumer Protection (DATCP), and Safety and Professional Services (DPS). This cooperative solicitation allows interested individuals to prepare project proposals that can be submitted to several different funding sources simultaneously and eliminates the need to submit similar proposals several times for different solicitation efforts. This year, up to \$472,000 will be available for new monitoring and/or research to meet specific agency needs and objectives.

You are invited to review the enclosed materials and decide if you wish to submit proposals. **The deadline for submittals is Wednesday, November 16, 2011.** Investigators are required to submit proposals using *iPropose*, a web-based proposal submission system that will open for registration after Monday, October 24, 2011. Please visit the UW Water Resources Institute website (<http://wri.wisc.edu>) for more information.

It is our intent that this joint solicitation will make it easier for interested researchers to prepare proposals, promote coordination among state agencies and researchers, and enhance the ability of state agencies and the UW System to meet their objectives.

**Ken Johnson**  
Council Chair  
DNR

**James Robertson**  
WGNHS

**Henry Anderson, MD**  
DHS

**Anders Andren**  
UWS

**Eric Scott**  
DPS

**Dan Scudder**  
DOT

**John Petty**  
DATCP

**George Kraft**  
GOVERNOR'S REP.

## **I. Wisconsin Groundwater Research and Monitoring Program Proposals**

**A. Overview.** The University of Wisconsin System (UWS) and the Wisconsin Departments of Natural Resources (DNR), Agriculture, Trade, and Consumer Protection (DATCP), and Safety and Professional Services (DSPS) annually participate in a joint solicitation for research and monitoring proposals dealing with groundwater, pesticides and/or onsite wastewater treatment systems. Up to \$472,000 will be available for groundwater-related monitoring and research in fiscal year 2013 (FY 13) for new projects. The four programs, collectively called the Wisconsin Groundwater Research and Monitoring Program (WGRMP), are summarized as follows:

UWS Groundwater Research - The UWS, through its UW-Madison Water Resources Institute (WRI), has received funding since FY 90 for groundwater research. Projects may be of a fundamental or applied nature on selected aspects of groundwater research in the natural sciences, engineering, social sciences, or law. Through FY 12, the UWS has invested \$6.4 million on 167 groundwater research projects. Several projects have been co-funded with DNR, DSPS and/or DATCP and 13 were co-funded through the National Institutes for Water Resources program (US Geological Survey). WRI has also invested \$236,000 on five climate-change projects funded through NIWR/USGS. The UWS will have up to \$172,000 to fund new projects in FY 13.

DNR Groundwater Monitoring and Research - The DNR has been funding groundwater "management practice monitoring" projects since FY 86. The intent of these studies, funded through the Groundwater Account of the Environmental Fund, was to identify appropriate management practices to reduce the impacts of potential sources of contamination. In recent years, the DNR has used funds from alternative state and federal sources, and has targeted funds at specific issues of concern, including arsenic, emerging contaminants (viruses, antibiotics), and groundwater quantity. Through FY 12, the DNR has spent approximately \$7 million on 210 monitoring and research projects. Several of these projects have been co-funded with DATCP, DSPS and/or UWS. The DNR anticipates having between \$200,000 to \$300,000 to support groundwater research and monitoring studies in FY13.

DATCP Pesticide Research - From 1989 to 2002, DATCP had approximately \$135,000 available annually to fund research on pesticide issues of regulatory importance. This money came from fees paid by pesticide manufacturers to sell products in Wisconsin. Through FY 12, DATCP has spent about \$1.8 million on 42 pesticide projects. Some of these projects were co-funded with DNR and/or UWS. Due to budget constraints, DATCP will not have money to fund any new projects in FY 13. DATCP will, however, take part in the proposal review process.

Department of Safety & Professional Services Private Onsite Wastewater Treatment System Research – The Division of Safety & Buildings (formerly in the Department of Commerce and the Department of Industry, Labor, and Human Relations) received an annual appropriation of \$50,000 from 1990 to 1993 to fund research on alternatives to current private sewage-system technology. In 1994, when the appropriation expired, \$75,000 generated through plan review and licensing fees became available each year for research on private sewage systems. Through FY 12, approximately \$600,000 has been spent on eight projects. Two projects were co-funded with DNR and UWS. Due to budget shortfalls, DSPS will not have money to fund research projects in FY 13. DSPS will, however, take part in the proposal review process.

The Wisconsin Groundwater Coordinating Council (GCC) provides consistency and coordination among the four state agencies in funding groundwater monitoring and research to meet state agency needs. See the "Research and Monitoring" page on the GCC website:

<http://dnr.wi.gov/org/water/dwg/gcc/Research.htm>. This solicitation is coordinated jointly to facilitate proposal writing, streamline the review process, curtail duplication, improve coordination among agencies and researchers, and to enhance communication among the agencies and among principal investigators (PIs). Joint funding of some projects may be appropriate, but joint funding is not the purpose of this solicitation because each agency has its own designated mission and priorities. Although all proposals received will be distributed to each agency, each investigator is asked to identify the agency whose mission and priorities best match their project.

Please read the solicitation carefully; it contains a description of the priorities for each agency program and other pertinent information, including the online proposal submission process. Capital items may not be purchased with these funds. Generally, faculty salaries plus fringe benefits should not exceed 10% of an individual grant.

Investigators who are new to this program are encouraged to solicit an example proposal from the agency contacts listed below.

If you have questions please call the following appropriate agency contacts.

**Christopher Babiarz**, UW Water Resources Institute: (608) 262-0905; [babiarz@aquawisc.edu](mailto:babiarz@aquawisc.edu)

**Jeff Helmuth**, Dept. of Natural Resources: (608) 266-5234; [jeffrey.helmuth@wisconsin.gov](mailto:jeffrey.helmuth@wisconsin.gov)

**Jeff Postle**, Dept. of Agriculture, Trade and Consumer Protection: (608) 224-4503;  
[jeff.postle@wisconsin.gov](mailto:jeff.postle@wisconsin.gov)

**Ross Fugill**, Dept. of Safety & Professional Services: (920) 360-6140; [ross.fugill@wisconsin.gov](mailto:ross.fugill@wisconsin.gov)

Please note that each agency has separate requirements for eligibility for WGRMP projects. Review the agency-specific sections carefully. In general:

**UWS:** Funds are restricted for use by faculty within the UW System or by academic staff who have achieved nomination to Principal Investigator status.

**DNR & DSPS:** Funds are restricted to use by UW System and state and county agency contractors.

**DATCP:** Any college or university, research foundation or individual having a demonstrated capacity in pesticide or other applicable research may submit proposals.

Investigators who are not affiliated with the state and therefore not eligible for funding by UWS, DNR, or DSPS may wish to collaborate on a proposal with a UWS investigator or state agency staff member.

Principal investigators that are significantly overdue with completed final reports to this program will not be eligible for new funding. In the case of UWS, reports are considered significantly overdue six months after the initially specified or understood completion dates. The GCC may consider extenuating circumstances on a case-by-case basis.

## **B. WGRMP proposal Submission, Review and Administration**

**1. Submission of Proposals.** Proposals for the Wisconsin Groundwater Research and Monitoring Program (WGRMP) will be submitted via *iPropose*, a Web-based proposal submission system located on the UW Water Resources Institute (WRI) Web site (<http://wri.wisc.edu>). The *iPropose* system will open for registration and submittal of proposals after October 24, 2011. The deadline for submittal of proposals is 5:00 pm Wednesday, November 16, 2011.

Investigators will be required to provide the following information when submitting proposals:

- a. An abstract, list of investigators, location of the research, targeted agencies, three to five suggested reviewers and their areas of expertise (two of the reviewers suggested must be from outside of Wisconsin), the name of the department and the administrator(s) responsible for financial management of the project if funded.
- b. A proposal narrative in Adobe Portable Document File (PDF) format. A template for the proposal narrative is available for download from the WRI Web site in both Microsoft Word and WordPerfect formats
- c. A budget spreadsheet in Microsoft Excel format. A template for the budget spreadsheet is available for download from the WRI Web site in Microsoft Excel format.
- d. Administrative approval from an official authorized to sign proposal submissions.

To create a PDF file, investigators may use the online or the desktop version of Adobe Acrobat software. Adobe online offers a monthly subscription service for creating PDF files and a free trial subscription. Visit <http://adobe.com/go/tryacrobatsuite/> for more information.

Proposals should be no longer than 18 pages. All pages should be 8.5" x 11". The project summary, narrative, curriculum vitae, and support pages should each start on a new page, have at least 1.5 line spacing (except for Figure and Table legends), and use no smaller than 11-point type. All margins should be no less than 0.75 inches. The proposal must be consecutively paginated on the bottom of the page. Include literature citations in the proposal where appropriate (the bibliography should be single-spaced within, double-spaced between). Any section of a proposal that exceeds the specified maximum page limits will be grounds for returning the proposal to the author.

*Guidelines for Proposal Submission* begin on page 4 and a checklist is available for download on the WRI website. All proposals must be submitted using these instructions. No facsimiles of proposals and no hand-written proposals will be accepted. Special attachments (maps, brochures, etc.) will be accepted, noted, and kept on file, but will not be included in the package of materials submitted to reviewers.

**2. Review of Proposals.** All proposals received through the WGRMP joint solicitation process receive reviews from the following four groups:

- a. External peer review: The UW WRI solicits and obtains a minimum of three external peer reviews of all proposals.
- b. The Research & Monitoring Subcommittee of the GCC.
- c. The Groundwater Research Advisory Council for UWS.
- d. Staff from the funding agencies

The two most important considerations of the reviewers are 1) whether the proposal meets agency priorities as outlined in this solicitation and 2) whether the proposal is well written and

scientifically sound. Other criteria include project cost, proposed timeline, whether the proposed project methodology meets the stated objectives, whether the resources requested are adequate to carry out the project, whether the project investigators have the abilities to complete the proposed project, and, if applicable, how the proposed project relates to past WGRMP-funded projects and how it may extend our knowledge

Funding decisions will be made by the end of March 2012. Proposals that are not chosen for funding through this solicitation may be referred to other funding sources for their consideration with permission of the investigators. Likewise, other funding organizations may refer proposals to the funding agencies involved in this solicitation.

**3. Administration of Projects.** Proposals that are funded become the property of the granting Wisconsin state agency. Please note that each agency has separate mechanisms for administering funds, and separate requirements for reporting. However, all investigators will be asked to submit a two-page Project Summary upon completion of the project and to make a copy of the final report available to the WRI Library. For more information, please contact Jeff Helmuth or Christopher Babiarz.

**4. Dissemination of Project Findings.** Final reports are required for each project funded through this solicitation. Reports from UWS-funded projects are kept at Wisconsin's Water Library (<http://aqua.wisc.edu/waterlibrary/>). DATCP, DSPS, and DNR funded reports are kept on file with the respective agencies, but many are provided to Wisconsin's Water Library for public distribution. All project investigators must submit a two-page Project Summary upon completion of the final report. The summaries and final reports are made available on the WRI web site as they become available (<http://wri.wisc.edu>), thus providing the public with a real-time link to information about current groundwater research. Multiple-year projects funded through UWS are also required to submit concise annual reports through iPRO, an online interactive project management database hosted on the WRI website. Projects funded by DNR, DATCP, and DSPS are required to submit quarterly reports.

Wisconsin's Water Library catalogs all WRI research reports into WorldCat and MadCat, two library indexing tools that provide worldwide access to the research. By having this information permanently indexed, the results are easily available to other scientists, policy makers, and stakeholders. The library has also partnered with The UW Digital Collections Center to digitize and post final reports. Full-text reports are available in the Ecology and Natural Resources Digital Collection (<http://digital.library.wisc.edu/1711.dl/EcoNatRes.Groundwater>).

### **C. Guidelines for Proposal Submission for WGRMP Proposals**

**Investigators are required to submit proposals using *iPropose*** (a Web-based proposal submission system developed by the UW Aquatic Sciences Center). The deadline for submission is 5:00 p.m. (Central Standard Time) on Wednesday, November 16, 2011. **The submission system will open after October 24, 2011 and is located on the UW Water Resources Institute Web site (<http://wri.wisc.edu>).**

The steps for entering information and uploading a proposal are relatively simple. The overall proposal format is identical to previous years, and a checklist is available for download on the

WRI Web site. There are eight steps in the proposal assembly process, and we recommend that investigators concentrate on step one and step two prior to submitting online:

**STEP 1: Prepare full proposal to WGRMP.** Please use the Microsoft Word or Corel WordPerfect templates that can be downloaded from the UW Water Resources Institute Web site (<http://wri.wisc.edu>). The proposal will consist of the following items:

- A. Title, Investigators, Affiliations of Investigators (top of first page)
- B. Project Summary (begin on same page; **not to exceed 2 pages**; minimum of 11 point font and 1.5 line spacing)
  1. Specific groundwater or related problem addressed by research/monitoring proposal.
  2. What will findings contribute to problem solution or understanding?
  3. Project objectives.
  4. Project approach to achieve objectives, including methods and procedures.
  5. Potential users of project findings.
- C. Proposal Narrative (begin on new page; **not to exceed 10 pages**; minimum of 11 point font and 1.5 line spacing)
  1. Objectives
  2. Background information describing prior research/monitoring relevant to objectives and, if applicable, relationships to other projects funded through the Wisconsin Groundwater Research & Monitoring Program (WGRMP); references to ongoing projects and how they relate to proposed investigation; information gaps that will be filled by the proposed project.
  3. Project plan outlining experimental design and schedule.
  4. Methods detailed enough to convince the reviewer that the investigators are up-to-date on modern techniques; a general statement alluding to techniques is not acceptable.
  5. Relevance to groundwater related problems and agency priorities.
  6. Citation list.
  7. Training support (if any) provided by the project and information dissemination plan.
- D. Curriculum Vitae of Principal Investigators (begin on new page; **not to exceed 4 pages total**). Provide curriculum vitae (including recent publications) for each investigator and state the percentage of time that each will spend on the project (whether funding is requested for that individual or not).
- E. Current or Pending Support (begin on new page; **not to exceed 2 pages**).

After the full proposal is prepared, convert it to Adobe PDF format and save it on your local computer or network. When you submit your proposal package online you will be uploading this PDF file. The system requires that the proposal be in Adobe Acrobat PDF format (.pdf).

**STEP 2: Prepare budget information.** Please use the Microsoft Excel budget spreadsheet that can be downloaded from the web site (<http://wri.wisc.edu>). Use the WGRMP Excel spreadsheet titled “Groundwater\_Budget.xls”. The budget will consist of the following items:

- A. Salaries and Wages.
- B. Fringe Benefits.
- C. Tuition Remission Charges (if applicable).
- D. Supplies and Publication Costs (list office, lab, computer and field supplies separately).
- E. Travel (to support field operations only; travel for meetings is excluded due to limited funding).
- F. Other Costs (e.g., equipment maintenance and fabrication, subcontracts, rentals, etc.).

**Please note:** At the point of submission, the funding source should be considered State of Wisconsin General Program Revenue (GPR) funds. *Campus indirect costs do not apply.* In the event a proposal from a UW System campus is selected for funding by the Department of Natural Resources (DNR), Department of Safety and Professional Services (DSPS), or Department of Agriculture, Trade & Consumer Protection (DATCP), the budget may need to be revised to include the campus’ indirect costs, depending on the source of the funding the agency uses to fund the proposal.

Save the Excel budget file on your local computer or network as you work on it. When you submit your proposal package online you will be uploading this Excel file. The system requires that the budget be in Excel format (.xls).

**STEP 3: Create an *iPropose* account.** Developed by the UW Aquatic Sciences Center, *iPropose* is a Web tool for submitting your proposal. Investigators must register online (<https://aqua.wisc.edu/iPropose>) before submitting proposals. **Note:** *iPropose* will open for registration and submission after October 24, 2011. Instructions on the site will assist you in entering your proposal package.

Steps Four through Six (below) may be completed separately. *You do NOT need to upload your entire proposal package in a single session.* Your account will remain active through the submission deadline, and you may edit each section until your proposal is officially submitted (see Step 7). **Note:** Your proposal is not officially submitted until you click on the “Submit Proposal” button.

**STEP 4: Enter information about your proposal into the online system:**

- A. Title
- B. Abstract (condensed version of project summary (300 words maximum). We recommend that the abstract be prepared in a word processing program, saved locally and then copied and pasted into the online form. This suggestion is for your protection in case there are technical problems with your submission.
- C. Location of field research.
- D. Principal and associate investigators.

- E. Ranking of agencies in order of preference or relevance for funding: University of Wisconsin System, DNR, DATCP and DSPS. (Note that this ranking does not exclude consideration of a proposal by any of the agencies, but it does assist the reviewers in evaluating the proposal.)
- F. The name of at least one financial contact and the department/entity where project will be administered if approved for funding.
- G. Names and email addresses of three qualified reviewers, including their areas of expertise (two of the reviewers must be from outside Wisconsin).

**STEP 5: Upload the proposal PDF file into the online system.** This is the file that you prepared in Step One.

**STEP 6: Upload the budget information Excel file into the online system.** This is the file that you prepared in Step Two.

**STEP 7: Submit your proposal.** Please review the accuracy of the information provided before submitting your proposal. To formally submit your proposal package, select the “Submit Proposal” button at the bottom of your screen. **This step MUST be done by 5:00 p.m. CST Wednesday, November 16, 2011.**

**STEP 8. Provide administrative approval.** All proposal submissions require administrative approvals and clearances before they can be considered. Please refer administrative staff reviewing your submission to Step 2 of these guidelines (Prepare budget information) for details about the source of funds used for this competition.

**Campuses other than UW-Madison:** An email stating that the proposal has received all required approvals and clearances must be sent to Dan Marklein (marklein@aqu.wisc.edu). This email must be from a campus official who is authorized to approve grant applications. Attachment of official transmittal documents or electronically routed authorization forms is also acceptable. This administrative approval must be sent by **5:00 p.m. CST on Wednesday, November 16, 2011.**

**UW-Madison:** An email stating that the proposal has received all required approvals and clearances must be sent to Dan Marklein (marklein@aqu.wisc.edu). This email must be from a division/dean-level official who is authorized to approve grant applications. Proposals should NOT be routed through UW-Madison Research and Sponsored Programs (RSP). The WISPER system is not required but may be used for informational and routing purposes. However, the record should not be routed to RSP; it should be routed to WISPER user DANIEL MARKLEIN instead. The record will not be routed any further. This administrative approval must be sent by **5:00 p.m. CST on Wednesday, November 16, 2011.**

## **D. Priorities of Agencies in the WGRMP**

### **1. University of Wisconsin System Groundwater Research Program**

The University of Wisconsin System (UWS), through its Water Resources Institute (WRI) and its Groundwater Research Advisory Council (GRAC), seeks projects of a fundamental or applied nature on any aspect of groundwater research in the natural sciences, engineering, social sciences, economics, or law. For the purposes of this solicitation, “groundwater research” is defined as research that advances the understanding, protection or management of the groundwater resource. Projects that are primarily focused on wastewater or drinking water treatment technologies, surface water protection or soil science must make a clear link to current groundwater science. Projects funded in the current cycle are listed on the WRI website at <http://wri.wisc.edu>. The UWS will have up to \$172,000 to fund new projects in FY 13. Because the cost of fringe benefits will affect the amount of money available, the exact level of funding depends on the budgeted categories used in the selected proposals. The remaining funds for UWS groundwater research have been previously committed to ongoing projects.

#### **Applicant Requirements**

Eligibility-Most often the PI will be a faculty member on any campus in the UWS. However, academic staff members who have achieved nomination to PI status by endorsement of their relevant academic dean may serve in this capacity. Projects that appear to be continuations of previously funded projects with two years of UWS support and projects that have been twice rejected will not be considered. The UWS also strives to avoid funding situations where the name of a PI or co-PI appears on more than two UWS projects during any given fiscal year.

Budget Considerations: Projects will not be approved in any one budget cycle for a period of more than two years and then contingent on satisfactory progress. No capital equipment (more than \$5,000 per item) may be purchased. Travel for attendance at scientific meetings will not be accepted. Generally, faculty salaries and fringe benefits to be paid from any project should not exceed 10 percent of the total individual grant. Overhead costs are not allowed. Supplies should not exceed 20 percent of the total individual grant.

Review of Proposals: Two types of peer reviews will be conducted for proposals submitted for UWS consideration. First, WRI participates in the external peer review process for the Joint Solicitation. Reviews are solicited from national and international experts in the field, with a focus on the technical merits of the proposal. Second, the Research & Monitoring Subcommittee of the GCC assembles a panel of state experts to evaluate each proposal’s mission relevancy and consistency with UWS priorities.

Final Decision Making: The GRAC, which consists of university, state agency, and public representatives, meets as a body to discuss the results of the review process. The GRAC pays close attention to UWS priorities and direct relevance to groundwater issues in their deliberations. The GRAC recommends a priority list of projects that the UWS should strive to fund in accordance with budgetary resources. A suitable UWS Groundwater Research Program is then assembled by the WRI and submitted to the GCC, which advises the Department of Administration on the release of UWS research funds upon passage of a state budget.

Reporting: All applicants will be notified about the results of the review process by the end of March 2012. Principal Investigators on awarded projects shall submit a progress report at the end of each project year using the Water Resources Institute’s Web-based reporting application, iPRO. Annual progress reports are due each year in July. A final report and a two-page project summary shall be submitted through the iPRO system within 90 days after the project end date.

## UWS Research Priorities

The UWS Groundwater Research Priorities for Wisconsin were developed by the UW Groundwater Research Advisory Council (GRAC). The council members have statewide expertise on groundwater research and policy. UWS funding for groundwater research is administered through the UW Water Resources Institute, which is an active member of the National Institutes for Water Resources (NIWR). The National Institutes were established to implement the provisions of the Water Resources Research Act of 1984 (Public Law 98-242) through the collective activities of the 54 member agencies. The 2008 strategic plan for NIWR contains three objectives designed to “provide relevant and timely information that can assist the Nation’s water resource managers in their development and implementation of programs aimed at providing a sustainable water supply.” These national objectives align well with the UWS Groundwater Research Priorities and were used as a framework to organize the list below. This synergy between local and national goals highlights Wisconsin’s leadership in groundwater research and protection.

### **Objective A: Maintain or enhance *groundwater quantity*.**

- Implications of the Great Lakes Basin Compact for groundwater use, high capacity wells, and the resulting economic impact on Wisconsin and the region.
- Assessments of water availability and the impacts of human water use on groundwater levels, groundwater storage, surface water features, and ecological features.
- Effects of climate change and variability on groundwater levels, flow patterns, and quantity.
- Impact of land-use practices on groundwater quantity including the effects of agricultural, industrial, municipal, residential, or waste management activities that recharge groundwater.
- Develop strategies for maintaining and enhancing groundwater availability.

### **Objective B: Maintain or enhance *groundwater quality***

- Identification and characterization of chemical and biological pollutants in groundwater systems and their threats to ecosystems and human health, including the type, toxicity, and persistence of degradation products.
- Study the occurrence, significance, and implications to human health of viruses in groundwater.
- Effects of climate change and variability on groundwater quality.
- Impact of land-use practices on groundwater quality including the effects of agricultural, industrial, municipal, residential, or waste management activities that contaminate groundwater.
- Interactions of groundwater and surface water including chemical transformations in the hyporheic zone; impacts of groundwater withdrawal on surface waters; influence of groundwater discharge on surface-water quality; and wetland impacts on groundwater.
- Impacts of alternative fuel production and use (including blends) on groundwater quality.
- Develop strategies for ensuring high quality groundwater in the face of climate change.
- Study the occurrence, significance, and implications to human health of viruses in groundwater

### **Objective C: Maintain or enhance *groundwater management***

- Investigations into the best methods for optimizing groundwater use for human and environmental needs in Wisconsin, including strategies for long-term management in the face of changing climate.
- Development & evaluation of tools or protocols for regulatory approval of high-capacity wells.
- Development and use of new technologies for groundwater characterization or management.
- Investigations that examine the controls on pollutant transport in groundwater, including the development or validation of predictive models.
- Economic impact of groundwater use.

- Impacts of contaminated groundwater on Wisconsin families, including human health effects on reproduction, development, and chronic disease; or on economic losses attributable to groundwater contamination.
- Implications of climate change on groundwater management.

## **2. DNR Groundwater Monitoring and Research Program**

The Wisconsin Department of Natural Resources (DNR) supports monitoring and research on drinking water and groundwater-related topics. Funding for these projects comes from a variety of state and federal sources and supports a wide variety of topics (see a complete list of projects funded through the joint solicitation at:

<http://dnr.wi.gov/org/water/dwg/gcc/rtl/2011/MonitoringResearch/AllProjects.pdf>).

The DNR anticipates having approximately \$200,000 - \$300,000 to fund new monitoring and research projects in state FY 13 (July 1, 2012 through June 30, 2013). Specific research and monitoring needs are prioritized and listed after the application requirements.

### **Applicant Requirements**

Eligibility: Funds are restricted to UWS and state agency contractors. Others may submit proposals if they include a state-affiliated co-PI. The DNR encourages applicants to include a UWS-eligible investigator to maximize funding options.

Budget Considerations: Proposals will be considered for a maximum of two years. Contracts will be approved on an annual basis. Project cost will be a factor in selection. Budget items should include personnel costs, supplies, equipment and necessary travel. State funds cannot support indirect costs or the purchase of capital equipment.

Contractual Requirements: Projects must meet all departmental requirements and guidelines related to groundwater monitoring wells (installation, documentation and abandonment/filling and sealing), sampling, laboratory analysis and data management. See chapters NR 141 and 149, Wis. Adm. Code, for more information.

Reporting: The PI shall submit quarterly project status reports to the DNR project manager within 30 days of the end of each quarter. A final report and a two-page project summary shall be submitted to the project manager within 60 days of the end of the contract period. The final report must contain thorough documentation of methods, all the data collected, and a discussion of how the results of the project can and should be used by decision makers.

### **Review of Proposals**

All proposals will be reviewed and rated by DNR staff and members of the Groundwater Coordinating Council's Research & Monitoring Subcommittee for technical merit and relevance to the Monitoring and Research Priorities and Ongoing Needs listed below. Proposals should contain a clear discussion of the expected practical application of the project results. This will help the reviewer understand the importance of the proposed research and will ensure that the researcher designs the project with the practical application of results in mind. In making final funding decisions, the Bureau of Drinking Water and Groundwater will formulate its recommendations based on input from all project reviewers and available funds. The Director of the DNR's Bureau of Drinking Water and Groundwater will make the final funding decisions.

## DNR Monitoring and Research Priorities

The DNR has identified the following priorities for groundwater monitoring and research for FY13. These are specific ideas for projects for which state groundwater experts see an immediate need. Funding preference will be given to project proposals that address one or more of these priorities.

**a. Evaluation of Agricultural Fertilizer (Commercial or Waste) Management Practices for Protection of Groundwater and Drinking Water Wells.** Nitrates and bacteria are leading causes of drinking water well contamination in Wisconsin. Viruses are an increasing concern. Research is needed to determine effective management practices and site characteristics for fertilizer application that are protective of drinking water wells and groundwater. Projects should address acute and/or chronic impacts to groundwater and may focus on one or more of the following:

- Mechanisms, pathways and timing of movement into groundwater and private drinking water wells assessing the vulnerability of private water supply wells
- Methods for evaluating site suitability for livestock and related waste application and the vulnerability of drinking water wells
- New analytical tools (microbial source tracking, isotopic methods, etc.)
- Occurrence of associated contaminants (pharmaceuticals, viruses, other pathogens, etc.)
- Develop and evaluate practices, decision tools, and management systems to help agricultural and other landowners cost-effectively apply fertilizers while reducing the potential for groundwater contamination

**b. Information to Support Management of Water Use to Protect Ground and Surface Water Supplies.** In addition to the fundamental cost effectiveness of sound water use management, Wisconsin's Groundwater Law and the Great Lakes Compact set specific standards for conservation of water resources. To help facilitate sound water management and carry out state laws, the DNR needs additional data and information on the following topics:

- *Springs* – DNR continues to seek updated springs inventory and flow information and better information about spring hydrology to assess impacts of high capacity wells on spring flow rates and characterize the susceptibility of certain spring types or size categories to impacts as a result of groundwater drawdown.
- *Impacts of high capacity wells on surface waters* - Research is needed to refine understanding of groundwater-surface water interaction (e.g. streambed conductance, stream-flow depletion, recharge area identification, assessment of irrigation practices and consumptive use coefficients for agricultural applications, as well as characterization of wetland and lake hydrology).
- *Assessing cumulative pumping impacts* –The DNR is interested in developing methods to predict, evaluate, and mitigate cumulative impacts of groundwater pumping on water resources in areas of the state where high capacity wells are concentrated or where surface or groundwater resources may be stressed.
- Other groundwater quantity goals needing support from monitoring and research include:
  - Identification of groundwater recharge areas and enhancement of natural recharge
  - Identification of water-dependent environmentally sensitive resources (e.g. calcareous fens)
  - Relationship between high groundwater use and changes in groundwater quality
  - Identification and evaluation of multi-aquifer wells
  - Assessing how well construction requirements affect groundwater quantity
  - Improved hard surface infiltration technologies

- Development of basin-scale groundwater budgets
- Evaluation of current water use and projected future use

**c. Source Water Protection Tools.** Research is needed to assist communities:

- Hydrogeologic studies to characterize the vulnerability of municipal drinking water systems to contaminants and to find ways to manage contaminant sources
- Development of simple tools to help communities evaluate how land use decisions impact groundwater.
- Area-wide pilot project to assess the extent of abandoned wells in wellhead protection areas in need of filling and sealing

**d. Evaluation of impacts to groundwater by wastewater treatment methods.** Demonstration and evaluation of techniques to measure and enhance the effectiveness of wastewater seepage cells in preventing nitrogen from entering groundwater are needed.

**e. Protecting groundwater from impacts by stormwater infiltration.** Evaluation of the impacts of stormwater infiltration practices within recharge areas is needed to assess the extent of contamination and to develop and demonstrate innovative techniques to reduce contamination.

**f. Groundwater Monitoring and Data Analysis.** The GCC's 2011-13 priorities include development of a routine analysis of currently-gathered data (Groundwater Retrieval Network, DATCP, Wisconsin Groundwater Center and others) to detect emerging trends and proactively address drinking water contamination issues. In addition, modernization of the State Observation Well Network is a key component of the State's comprehensive water monitoring strategy.

### **DNR Ongoing Needs**

The Research & Monitoring Subcommittee of the GCC, state agency staff, and university researchers also suggest the topics listed below. While the department will give preference to proposals that meet the priorities above, the following needs will also be considered.

**Viruses and Other Microbial Contaminants** – Small public water systems are increasingly contaminated by viruses and other microbial agents – and will be required to install treatment under U.S. EPA's Groundwater Rule. Private wells are also at risk. Work is needed to: 1) evaluate existing treatment systems; 2) develop new treatment technology that would be effective, feasible for smaller systems, with minimal owner maintenance and chemical use, and easy to install; and 3) adenovirus research - genotypes, effects, routes of exposure, what people are impacted, and drinking water implications.

**Emerging Groundwater Contaminants** – Research is needed to determine whether certain emerging substances (pharmaceuticals, antibiotics and hormones, pesticide breakdown products, viruses, prions, and other microbial agents) pose a threat to our groundwater resource and to human health.

**Occurrence of Groundwater Contaminants** – Refined information is needed about the extent and causes of elevated nitrate, arsenic, sulfate, total dissolved solids (TDS), low pH, radium, molybdenum, VOCs from construction and demolition landfills, and other water quality problems in order to give advice to homeowners, municipalities and well drilling contractors.

**Health Effects of Groundwater Contaminants** – Research is needed to better characterize the impact of contaminated groundwater on public health. Pathogenic microorganisms, radionuclides, toxic chemicals (both naturally occurring and synthetic) and their metabolites are of interest. In addition, the synergistic impacts of contaminant mixtures are of concern to the department.

**Resource Definition** – Studies are always needed to better describe the geologic, hydrogeologic and geochemical conditions that affect groundwater quality and quantity in a specific aquifer or area of the state (e.g., contaminant transport in karst areas).

**Monitoring Techniques** – Methodology for groundwater monitoring is constantly evolving. There is a need to evaluate new techniques to ascertain that they are effective in the field.

**New Water Treatment Devices** – Technology to treat contaminated water for drinking water purposes is constantly evolving. New technologies need to be evaluated for their effectiveness

*Contact Jeff Helmuth at (608) 266-5234 for more information if you have questions about the DNR's Groundwater Monitoring and Research Program.*

### **3. DATCP Pesticide Research Program**

The Wisconsin Department of Agriculture, Trade, and Consumer Protection (DATCP) Pesticide Research Program is administered by the Agricultural Resource Management Division. Due to budget constraints, DATCP will not have money to fund any new projects in FY 13. DATCP will, however, take part in the proposal review process and recommend funding for projects that meet their research objectives. Contact Jeff Postle (608-224-4503) for more information about DATCP research priorities if you intend to submit a pesticide-related proposal to another funding agency. Investigators should note that the focus of the DATCP program is on pesticide and nutrient research, which includes but is not limited to groundwater issues.

#### **DATCP Research Priorities**

##### **a. Evaluation of Nutrient Management Practices on Water Quality.**

This research should focus on the effects of nitrogen and phosphorus management practices on groundwater or surface water quality, evaluate models for predicting nutrient impacts on water resources, or evaluate the success of nutrient management planning.

##### **b. Evaluation of the Environmental Fate Investigation Strategies and Remediation Alternatives for Contaminated Soil and Water at Pesticide Spill Sites.**

Research should investigate the degradation and movement of pesticides at spill sites, develop criteria on the need for and appropriate extent of remedial actions, and evaluate various methods for investigation and remediation of contaminated soil and water.

##### **c. Evaluation of Factors Influencing the Patterns of Groundwater Contamination by Pesticides and Pesticide Metabolites in Wisconsin.**

This topic involves examining factors which influence pesticide leaching to determine areas of the state that are susceptible to groundwater contamination by specific pesticides.

##### **d. Use Related Monitoring of Pesticides and Pesticide Metabolites in Groundwater.**

This project should study groundwater contamination by field application of pesticides in key environmental settings such as fractured bedrock areas.

**e. Use Related Monitoring of Pesticides in Surface Water and the Effect of Management Practices on Contaminant Levels.**

Projects on this topic should determine the impacts of pesticide use practices on surface water quality and evaluate the ability of various management practices, such as stream setbacks, to reduce contamination.

**4. Department of Safety and Professional Services, On-Site Wastewater Treatment Research Objectives**

The Department of Safety and Professional Services supports research focused on the performance of onsite sewage system designs, products, and management practices that can be incorporated into the administrative rules regulating onsite sewage systems. These designs, products, or management practices must be:

- Directed toward protecting public health, groundwater and surface water quality;
- Result in onsite sewage treatment that is consistent with the provisions of the Groundwater Protection Law;
- Affordable by the average owner of an onsite sewage system; and
- Practical for the climate and soils of Wisconsin.

The department also intends to monitor, on an ongoing basis, the performance of various on-site sewage system methods and technologies. The purpose of the performance monitoring is to provide additional information on the long-term performance of the various on-site sewage system methods and technologies to confirm their reliability, to provide data for improvements and to monitor long-term compliance with the groundwater standards.

Due to budget constraints, the DSPS will not have money available to fund projects in FY13. However, the department will actively participate in the review of proposals and make recommendations to the other agencies participating in the solicitation to help meet department priorities.

**DSPS Research Priority**

- Research on the processes of wastewater treatment in soil and the performance of soil absorption components.

**PROPOSAL GUIDELINE CHECKLIST**  
**Wisconsin Groundwater Research and Monitoring Proposals**  
**State FY 2013 (July 1, 2012 – June 30, 2013)**

*Proposals due Wednesday, November 16, 2011*

<b>Item</b>	<b>Guideline</b>	<b>This Proposal</b>
<b>General presentation</b>		
Font	Minimum of 11 points	
Margins	Minimum of 0.75 inches	
<b>Page Limitations</b>		
Project Summary	Maximum of 2 pages	
Proposal Narrative	Maximum of 10 pages	
Curriculum Vitae	Maximum of 4 pages total; 2 pages if one PI	
Current or Pending Support	Maximum of 2 pages	
Entire Proposal	Maximum of 18 pages (upload as PDF file)	
<b>Additional Information (not part of 18 page limit)</b>		
Budget	Use Excel template labeled "Groundwater_Budget.xls" Upload as .xls file to iPropose	
Abstract/Contacts/Ranking	Enter directly into online system (iPropose)	
Suggested Reviewers	Enter directly into online system (iPropose)	
Administrative Approval	Sent to Dan Marklein, WRI (email or electronic routing)	
<b>Pagination</b>		
Project Summary	Pages 1 and 2	
Proposal Narrative	Begin on new page, paginate starting at 3	
Curriculum Vitae	Begin on new page, paginate consecutively	
Current or Pending Support	Begin on new page, paginate consecutively	
<b>Line Spacing</b>		
Project Summary	1.5 line spacing minimum	
Narrative Body	1.5 line spacing minimum	
Figure Legends	Single spaced	
Tables / Titles	Single spaced	
Citations	Single within, double between	
Training and Info Transfer	Single spaced	
Curriculum Vitae	No specific guidelines	
Current or Pending Support	No specific guidelines	

**Project Title:** (100 character maximum: enter below)

**Insert Text Here**

**Project Investigators:**

Insert lead principal investigator, affiliation of investigator here

Insert co-investigator, affiliation of investigator here

Insert co-investigator, affiliation of investigator here

Insert co-investigator, affiliation of investigator here

**Project Summary** *(not to exceed 2 pages. Use a minimum of an 11 point font and 1.5 line spacing)*

Insert project summary here - Include: Specific problem addressed by proposal: How findings contribute to problem solution or understanding; Project objectives; Project approach; Users of findings.)

**Proposal Narrative**

(Begin on new page. *The following 7 sections cannot exceed 10 pages. Use a minimum of an 11 point font and 1.5 line spacing*)

**Objectives:**

Insert objectives here

**Background:**

Insert background here - Information describing prior research/monitoring relevant to objectives; references to ongoing projects and how they relate to proposed investigation; information gaps which will be filled by the proposed project.

**Project Plan:**

Insert project plan here - Outline experimental design and schedule.

**Methods:**

Insert methods here - Detailed enough to convince the reviewer that the investigators are up-to-date on modern techniques; a general statement alluding to techniques is not acceptable.

**Relevance to Groundwater and Related Problems:**

Insert relevance to groundwater and related problems here

**References Cited:**

Insert references cited here

**Training Support/Information Dissemination Plan:** (If any, provided by the project)

Insert training support/information dissemination plan here

**Curriculum Vitae of Principal Investigators:** (begin on new page, not to exceed 4 pages)

Insert curriculum vitae, including recent publications, of each investigator and state the time each will spend on the project.

**Current or Pending Support:** (begin on new page, not to exceed 2 pages)

**Current:**

Insert current support here

**Pending:**

Insert pending support here

**Joint Solicitation for Groundwater Research & Monitoring Proposals  
For FY 2013  
(July 1, 2012 – June 30, 2013)**

The budget information for the FY 2013 Joint Solicitation is entered into this Microsoft Excel Workbook. Please note the tabs at the bottom of the Excel screen. Clicking on them will take you to a different worksheet within this single workbook. To return to these instructions click on the tab that says "Instructions". The following worksheets should be contained in this workbook:

**Instructions** - the page you are reading now.

**Year 1 Budget** - enter budget request for the first year of a two-year project on this worksheet. Note that some worksheet "cells" are torquise in color. That means a formula resides in that cell. It will re-calculate whenever you make an entry in an appropriate cell. Do not make entries in these colored cells or the formulas will not compute correctly. This worksheet is designed to print out on most printers so that you can obtain a hard-copy if needed for administrative review.

**Year 2 Budget** - enter budget request for the second year of a two-year project on this worksheet. If your proposed project is a one year effort leave this worksheet empty. Note that some worksheet "cells" are torquise in color. That means a formula resides in that cell. It will re-calculate whenever you make an entry in an appropriate cell. Do not make entries in these colored cells or the formulas will not compute correctly. This worksheet is designed to print out on most printers so that you can obtain a hard-copy if needed for administrative review.

**NOTE:** This Excel workbook can be saved on your local computer or network and worked on whenever you need to. Information is not saved on the Internet. It is a file and must be saved to keep your changes. When you submit your proposal upload this Excel file as instructed in the submission instructions. If you have any questions regarding your budget request or using this MS Excel Workbook please contact Dan Marklein by email at [marklein@aqu.wisc.edu](mailto:marklein@aqu.wisc.edu) or telephone at (608) 263-3252.

**FIRST-YEAR BUDGET: July 1, 2012 - June 30, 2013**

<b>Salaries, Wages and Fringe Benefits</b>						
<b>Investigator(s)</b> (enter name(s) below)	<b>% Effort*</b>	<b>FTE Months Requested</b>	<b>Salary \$ Requested</b>	<b>Fringe Benefit Rate</b>	<b>Calculated Fringe Amount</b>	<b>Calculated Salary &amp; Fringe Amount</b>
					-	-
					-	-
					-	-
					-	-
<b>Project Personnel</b>	<b># Supported</b>					
Post-Doctoral					-	-
Graduate Student					-	-
Undergraduate Student					-	-
Limited-Term Employee					-	-
Clerical					-	-
Technical					-	-
Other					-	-
<b>Total Salary, Wages and Fringe Benefits</b>			-		-	-
<b>Graduate Student Tuition</b> (describe on line directly below this one)						<b>\$ Amount</b>
<b>Supplies</b>						<b>\$ Amount</b>
Office						-
Laboratory						-
Field						-
Computer						-
Publications (usually requested in last year of project)						-
<b>Total Supplies</b>						-
<b>Travel</b>					<b># of People</b>	<b>\$ Amount</b>
Transportation						-
Meals						-
Lodging						-
Misc.						-
Justification/Details (enter directly below this line):						
<b>Total Travel</b>						-
<b>Other Costs (list)</b>						<b>\$ Amount</b>
<b>Total Other Costs</b>						-
<b>TOTAL FIRST-YEAR BUDGET REQUEST</b>						-

\*Percent effort can be equal to or greater than months/support requested.

**SECOND-YEAR BUDGET: July 1, 2013 - June 30, 2014**

<b>Salaries, Wages and Fringe Benefits</b>						
<b>Investigator(s)</b> (enter name(s) below)	<b>% Effort*</b>	<b>FTE Months Requested</b>	<b>Salary \$ Requested</b>	<b>Fringe Benefit Rate</b>	<b>Calculated Fringe Amount</b>	<b>Calculated Salary &amp; Fringe Amount</b>
					-	-
					-	-
					-	-
					-	-
<b>Project Personnel</b>	<b># Supported</b>					
Post-Doctoral					-	-
Graduate Student					-	-
Undergraduate Student					-	-
Limited-Term Employee					-	-
Clerical					-	-
Technical					-	-
Other					-	-
<b>Total Salary, Wages and Fringe Benefits</b>			-		-	-
<b>Graduate Student Tuition</b> (describe on line directly below this one)						<b>\$ Amount</b>
<b>Supplies</b>						<b>\$ Amount</b>
Office						-
Laboratory						-
Field						-
Computer						-
Publications (usually requested in last year of project)						-
<b>Total Supplies</b>						-
<b>Travel</b>					<b># of People</b>	<b>\$ Amount</b>
Transportation						-
Meals						-
Lodging						-
Misc.						-
Justification/Details (enter directly below this line):						
<b>Total Travel</b>						-
<b>Other Costs (list)</b>						<b>\$ Amount</b>
<b>Total Other Costs</b>						-
<b>TOTAL SECOND-YEAR BUDGET REQUEST</b>						-

\*Percent effort can be equal to or greater than months/support requested.