



COASTAL AND ESTUARINE RESEARCH FEDERATION®

Publishers of the journal *Estuaries and Coasts*

Request for Proposals: CERF-Sponsored Regional Workshops

The [Coastal and Estuarine Research Federation](#) (CERF) announces the availability of funding to support regional workshops in collaboration with CERF's Affiliate Societies on high priority scientific and management issues of regional importance. These pilot workshops are intended to explore ways in which the Affiliate Societies and CERF can work together to translate and apply coastal and estuarine science to important regional issues. Workshops should take place between August 2020 and June 2021.

Background:

CERF advances the understanding and wise stewardship of estuarine and coastal ecosystems worldwide. Its mission is to promote research in estuarine and coastal ecosystems; support education of scientists, decision-makers and the public; and facilitate communication among these groups. The Federation's members are dedicated to advancing human understanding and appreciation of the Earth's estuaries and coasts, to the wise use and management of these environments and to making the results of their research and management actions available to their colleagues and to the public. Members of the Federation include students, researchers, resource managers, policy makers, and educators representing academic and research institutions, government, industry and consulting, and non-governmental organizations. The federation consists of seven regional [Affiliate Societies](#) that encompass all of the coastal regions that border the United States, Canada and Mexico:

- Atlantic Canada Coastal and Estuarine Science Society (ACCESS)
- Atlantic Estuarine Research Society (AERS)
- California Estuarine Research Society (CAERS)
- Gulf Estuarine Research Society (GERS)
- New England Estuarine Research Society (NEERS)
- Pacific Estuarine Research Society (PERS)
- Southeastern Estuarine Research Society (SEERS)

CERF released its current strategic plan, [Visions IV](#), in 2017, covering the period 2017–2022. One of the objectives of this new plan is to enhance the role of the Affiliate Societies as catalysts for regional collaborations that facilitate information sharing, increase knowledge, and generate syntheses that lead to management actions. To support this effort, CERF has allocated funds to support regional workshops in association with the Affiliate Societies on high priority science and management issues. Workshop proposals will be considered on any topic that draws on the latest scientific understanding to address local or regional coastal and/or estuarine management issues. Workshops should reach scientists, managers, policy makers, and students within a particular region. They can be held as part of an Affiliate Society meeting or as a stand-alone event; preference for this first call will be given to workshops held in conjunction with an Affiliate meeting. Workshops that emphasize information sharing and networking among attendees, and synthesis of existing information to aid management actions are encouraged.

Proposals are requested to support the inaugural regional workshops. CERF has allocated funding to support two workshops which should take place by June 2021.

Eligibility: Proposals for this first round of workshops must be submitted by an Affiliate Society, but may include other partners regardless of CERF membership. The nature of all partnerships should be clearly articulated.

Budget: CERF will provide \$2,000 in funding for each workshop. Proposals must include a minimum of 100% match from other sources. Match may be in the form of direct funding or in-kind support for hard costs (e.g., food, venue space), but may not include personnel time.

Application:

To apply, applicants must submit a proposal that addresses the following items. Items 2-8 may not exceed 5 single-spaced pages with 1" margins and a minimum 11-point font.

1. Cover Sheet: Include the lead Affiliate Society with name and contact information of its responsible representative(s), and the names and contact information of all additional partners and their representative(s).
2. Background information and statement of the issue: Provide a detailed narrative describing the regional issue to be addressed, the importance of the issue, the state of scientific understanding and management of the issue, and how a workshop will help move the issue forward.
3. Objectives: Provide the objectives of the proposed workshop. What will the workshop accomplish? How will it advance scientific understanding and management of the issue?
4. Partners: Describe all named partners involved in the workshop, and their roles.
5. Structure: Describe the structure of the proposed workshop.
6. Participants: Describe who the anticipated participants will be.
7. Products: Describe the expected workshop products and significant outcomes. How will they advance scientific understanding and management of the issue?
8. Criteria: What are the criteria for determining if the workshop is successful?
9. Budget: Prepare an itemized budget including matching funds. Provide a brief justification for each expense.
10. Letters of Support: Applicants should provide at least one letter of support from local or regional management entities and/or potential end-users of the information and products generated by the workshop. Letters should indicate that the proposed topic is of local/regional importance, and demonstrate interest in using the information and products from the workshop.

Deliverables:

Hosts for funded workshops will be responsible for submitting the following items to CERF Headquarters within three months of the workshop:

- *Metrics:*

- Number of workshop attendees overall and by category (invited/regular, profession, professional/student)
- Final budget detailing how funds were spent and the amount and source of all matching funds.
- *Newsletter article*: An article summarizing the workshop should be submitted to CERF's quarterly newsletter, *CERF's Up!*.
- Other products are encouraged but not required (e.g., manuscript submission to *Estuaries and Coasts*, white papers). All products and workshop materials must include CERF branding.

Timeline, submission, and review of applications:

Release of RFP	November 3, 2019
Proposals due	May 1, 2020, 5 p.m. PDT
Release of funding decisions	June 1, 2020
Final date for workshops	June 30, 2021

Proposals should be submitted as a single pdf file to info@cerf.science with "Regional Workshop" in the subject line by 5 p.m. PDT on the due date above. Proposals received after this time will not be considered.

Applications will be evaluated for:

1. Scientific merit (30%): Does the workshop build on the current state of scientific knowledge on the proposed topic? Does the workshop have the potential to synthesize and/or advance this understanding?
2. Relevance to management (30%): Is the topic on an issue of clear relevance to local or regional management? Does the workshop have the potential to lead to improved management?
3. Organization and planning (15%): Does the workshop plan (partners, structure, participants) indicate the likelihood of a successful workshop?
4. Expected products (15%): Will the proposed information or products resulting from the workshop advance scientific understanding and/or inform improved management? Are the proposed criteria for workshop success appropriate?
5. Budget (10%): Is the budget reasonable, and is the appropriate amount of match included?

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