

## NGWMN Proposal Checklist

<b>State</b>									
<b>Agency</b>									
<b>Principal Investigator Name</b>									
<b>Checklist items</b> (Enter 'Y' or 'NA' in each light grey box)	<b>Overall Proposal</b>	<b>Objectives included in Proposal</b>							
		<b>1</b>	<b>2A</b>	<b>2B</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	
<b>Reminders</b>									
Proposal must be submitted by 4 pm EST on the proposal due date. Late proposals will not be considered for funding									
Check applicant eligibility requirements in section C1 of the Program Announcement to be sure you are eligible for funding									
Proposals that do not include a detailed budget for each Objective applied for will not be reviewed									
<b>General Requirements</b>									
Proposal has been proofread									
Budgets have been checked for accuracy and use of the suggested format									
Proposed project start and end dates are within range									
Federal funding is less than \$150,000 per year									
Proposal is less than 20 pages excluding figures and tables. Font size is at least 12 pt (even on tables)									
Proposal is in PDF Format and includes all tables, figures, budgets, the Data Management Plan, and letters of support.									
Adequate background information is provided									
Agencies that provide data to the NGWMN through another agencies database must describe the delivery in the Background Information section									
Includes table of recent NGWMN projects									
Framework document or Tip Sheets are referenced									
References NGWMN Well Density guidelines when proposing gap filling activities									
Letter of support from local USGS WSC if monitoring is part of a USGS Cooperative Matching Funds project									
Letter of support from other agencies that will be participating in the project									
Staff qualifications are shown for staff listed in budgets									
Data Management plan is included									
If indirect costs exceed 10%, a current Negotiated Rate Agreement is included									





Checklist items	Overall Proposal	Objectives					
		1	2A	2B	3	4	5
<b>Requirements for specific objectives</b>							
No match is required for Objectives 1, 2A, 2B, or 3							
Provides at least 25% in-kind services match for Objectives 4, 5, or 6							
No funding for travel under Objectives 1, 2A, or 2B							
2A: Includes task to verify that data is flowing to the NGWMN							
2A: Funding is less than \$20,000 per year for agencies serving less than 500 sites							
2A: Agencies with more than 500 sites that are requesting more than \$20,000 under Objective 2A must justify the additional costs							
3-6: Data from agency is flowing to the NGWMN.							
4: A paragraph is included for each well for which well rehabilitation, redevelopment, or repair is proposed							
4-5: Equipment rental fees are reasonable and justified							
5: Includes a table of proposed wells to be drilled with the cost per well shown							
5: Map shows proposed new sites and all existing NGWMN sites							
5: A paragraph is included for each well for for which drilling is proposed							
5: Drilling costs are split out in budget table (mobilization, per foot cost, travel, casing, grout, etc)							
5: Construction Assurances Form (SF-424D) is attached							
5: Newly drilled wells that will be added to the Water-level Network are to be equiped with water-level monitoring equipment							
6: Make, model, and cost of proposed equipment is provided							
6: Per well limits are not exceeded							
6: Costs of cable are listed separately in budget							

Name of Principal Investigator who completed checklist	
Date Completed	