



BC Salmon Farmers Association Ocean Research Application Guidance Document

1. Applicant Information

Provide all requested information in this section. Much of the correspondence on the project will be done by e-mail, so a valid e-mail address is particularly important.

2. Project Information

Provide all requested information. Specific details on a few fields are below.

Duration: Be specific to month and year of start and finish time.

Priorities Met: Relevant priorities can be found on the BC Salmon Farmers website under Research and Innovation. There will be opportunity to expand on the reasoning behind these selections in Section 8.

Leveraging: Please disclose information on other funders of this project, and amount being funded.

3. Signature

Provide signature of applicant, title and date of signing.

4. Applicant Collaborator Profiles

Provide a short profile of the applicant's institution / employer.

5. Project Work Team Descriptions, Roles, Relevant Qualifications

Provide a short description, detailing roles and relevant qualifications of the project team members. Please limit this text to two pages. Please also attach CVs of principle investigators, and technicians (maximum 4 pages each) as pdf or word files with the submission of your application.

6. Project Problem / Rationale / Key Background and Literature

Clearly define the problem being investigated, the rationale behind the need for investigation, and key background literature in the study scope. Please complete in 3 pages maximum.



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7. Project Objectives

Detail the top (up to 5) objectives of your proposed work.

8. Priorities

Clearly explain what priorities of the BCSFA Science Advisory Council (see our website) are being met by this work, and detail how.

9. Leveraging Funds

Are there other funding agencies or institutions providing support for this project? If so please provide details on who, and how much is being provided, in general terms. There is opportunity for these details in the budget attachment as well.

10. Experimental Methodology & Data Management

Clearly and concisely explain the materials and methods to be used in the design of this research. If more space is required for images, maps, etc., please attach as an appendix to the application.

Also, please provide information on how you intend to manage the data/samples to be collected – where will it be stored, and are there any requests for sharing the data/samples with other related research groups?

11. Detailed Timelines

Clearly outline timelines for this work (referencing milestones). Please be specific to month and year.

12. Detailed Deliverables

Identify the major deliverables of this project – do you intend to publish your findings? Will a student be completing a graduate program through this work? Are



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you helping to build the technical expertise within your team? Will you be presenting this work at a conference or symposium?

For every year of your project, please include an interim progress report, as well as a final report to be submitted at the end of the project.

13. Risks and Mitigations

It is important that the risks to the completion of the proposed research, and proposed mitigations to those risks, are defined, so that a known management strategy is in place in case an issue arises. Please complete the pre-filled table, and add any other risks and mitigations that may be particularly related to your project.

14. Conflicts of Interest

There are two types of conflicts of interest to consider, with respect to the applicant and their relationship to the BCSFA and the Science Advisory Council who are responsible for the review of proposals and funding decisions. Please consider your conflicts of interest, in terms of the descriptions below, and detail them in your application.

- 1) Direct Conflict** – A direct conflict of interest is a direct relationship (e.g. relative, spouse, supervisor/employee) with staff of the BCSFA, a board member of the BCSFA, or a Science Advisory Council member.
- 2) In-Direct Conflict** – An indirect conflict of interest is an in-direct relationship (work colleague, in-direct reporting authority, etc) with staff of the BCSFA, a board member of the BCSFA, or Science Advisory Council member.

15. Project Budget

Please complete the Budget schedule of the application. Instructions are found on Tab 1 of the budget excel file.