





## **Aquaculture Collaborative Research and Development Program (ACRDP)**

### **PROPOSAL GUIDELINES**

Please submit a proposal giving the following details:

1. Project title
2. Name, address and position of project manager
3. Description of project work team and required qualifications for key positions (with names, addresses, titles, and CV's where available; maximum length 4 pages per team member)
4. Project problem / rationale (maximum length ½ page)
5. Project objectives (maximum length ½ page)
6. Description of work and experimental protocol (maximum length 2 pages)
7. Description of how this project meets the goals, objectives and priorities of the program (maximum length 1 page)
8. Detailed deliverables of project (must include final project report)
9. Milestones and timelines
10. Organisation profile (maximum length ½ page)
11. Partner(s) profile, including contact name and information (if applicable) (maximum length ½ page)
12. Estimated budget – provide details of each budget item, a budget summary for each fiscal year, if applicable, and a total project budget summary.



## Aquaculture Collaborative Research and Development Program (ACRDP)

### Budget Summary by Fiscal Year \_\_\_\_\_ (1 April – 31 March)

Please provide a budget for the total project with each fiscal year detailed on separate attached sheets. Details for each of the line items should also be documented on separate sheets.

Description	Industry Cash Contribution	Industry In-kind Contribution	ACRDP Contribution	DFO In-kind Contribution	Partner Contribution <sup>1</sup>	Total
<b>Salary</b>						
Scientist						
Biologist						
Technicians						
Post-Doc / Students						
<b>Sub-total</b>						
<b>Equipment</b>						
Computer Equipment						
Lab Equipment						
Field Equipment						
Other						
<b>Sub-Total</b>						
<b>Material and Supplies</b>						
Lab						
Field						
Publication costs						
Other						
<b>Sub-Total</b>						
<b>Travel</b>						
Field						
Meetings						
Conferences						
Other						
<b>Sub-Total</b>						
<b>Other</b>						
Administrative						
Facilities						
Other expenses						
<b>Sub-Total</b>						
<b>Grand Total</b>						
% OF CONTRIBUTIONS						

1. If more than one partner, please provide details of contribution from each one.