FORMAT and GUIDELINES for STATEMENTS OF INTEREST

> **Statement of Interest Structure** *(see additional guidance below for each item)***:**
> Section 1: Project Administration Information (1/2 page)
> Section 2: Partnerships & Communication (1/2 page)
> Section 3: Project Summary (1 page)
> Section 4: Estimated Budget
>
> **Two pages maximum** with a standard font at 10 point or larger with one-inch margins (*two page maximum does not include Estimated Budget Table*).

SECTION 1: PROJECT ADMINISTRATIVE INFORMATION (½ page)

- Project title
  - *Note: Project titles should be written for a non-technical, non-scientific audience. An example of a good title is: The Impact of Drought on Waterbirds and Their Wetland Habitats in California's Central Valley (straight forward, avoids scientific jargon, compelling, and easy to understand).*
- Short description (generally one sentence)
- CASC to which the proposal is responding
- Name of Lead Agency/Institution/Organization requesting funding
- Project Lead Contact or Principal Investigator
- Mailing Address, City, State, Zip
- Telephone, Fax, and E-mail

SECTION 2: PARTNERSHIPS & COMMUNICATION (½ page)

- Description of any collaborative partnerships involved in this project.
- List of additional investigators & affiliations involved in project.
- Potential links to the strategic science needs of natural and cultural resource managers.

SECTION 3: PROJECT SUMMARY (1 page)

Please provide a brief narrative summary of the project, the expected deliverables/products, and how these connect to the priority science topics.

SECTION 4: ESTIMATED BUDGET

Provide an estimated budget, including relevant indirect costs (including pass through costs, if any, at the CASC host institution). Use the following format for an estimated budget table, and include it as the last page in the SOI PDF document (does not count towards the two page maximum limit):

Institution Name	Budget Year 1	Budget Year 2	Budget Year 3	Budget Year 4	Total
Institution 1					
Institution 2					
Institution 3					
Institution 4					
ADD ADDITIONAL					
Total					

The Budget Template "years" are budget years – the years of funding within which you propose to accomplish your work.