



CIROH Proposal Development and Evaluation Procedure

CIROH will facilitate development of three categories of project proposals for submission to NOAA for funding through the CI:

1. CIROH Core Projects supported by CI appropriated funds.
2. Projects supported by non-CI appropriated funds.
3. Projects supported by new supplemental funds.

CIROH will also facilitate evaluation and provision of outyear support of existing multiyear projects. White papers or proposals are NOT needed for existing projects.

The procedure for solicitation, evaluation, and selection for each category of new project proposals is described in the following pages. When a white paper evaluation process is used, CIROH will evaluate each white paper based on the following four criteria.

Criterion	Description
1. Benefit for Research Community	Intellectual merit of the research, including novelty and significance of the anticipated results. Contribution of the research to the creation of new scholarly directions.
2. Benefit for Operations	Potential of the research to eventually meet operational needs and/or inform operations. Plan for research to advance technology readiness level toward implementation. Collaboration with practitioners.
3. Broader Impacts	Benefit for the broader forecasting ecosystem. Contribution to teaching and learning, curriculum, and workforce development. Potential for the project to enhance diversity, equity, and inclusion of CIROH and the community of practice.
4. Benefit for CIROH	Promotes collaboration and cooperation across CIROH member institutions and partners. Stimulates cooperation across the hydrologic research community. Provides institutional or individual support to CIROH (e.g., service leadership, contributions to CIROH activities or products, leveraging of funds and resources to amplify the impact of CIROH support).

CIROH Core Projects

CIROH Core Projects are the CI projects supported with funds appropriated to NOAA by Congress. The following table lists the details of the development and evaluation timeline for the CIROH Core Projects.

Approximate Deadline	Action Completed
October 3, 2023	OWP, NWC, CIROH, and invited guests participate in CIROH Science Meeting to exchange ideas for CIROH’s research priorities.
October 16, 2023	The CIROH Executive Board circulates to CIROH members and partners an updated summary of research priorities and issues a call for white papers.
November 21, 2023	Deadline for investigators from member and partner institutions to submit white papers responding to the CIROH research priorities.
December 15, 2023	The CIROH Executive Board evaluates white papers against the four criteria noted above. If needed to supplement expertise and specific operational experience, the Executive Board will solicit ad hoc reviews. The Executive Board provides one of two recommendations for each white paper: (1) “full proposal invited” or (2) “not recommended for full proposal at this time.” The Executive Board considers technical reviews, previous performance and current/pending CIROH funding of PI and team, and availability of funds to select white papers to invite for full proposals. The invitations to submit proposals will include templates, information about requirements, target funding level, and review comments.
January 29, 2024	Invited principal investigators submit proposal packages through their institutional offices to the University of Alabama Office for Sponsored Programs. CIROH encourages investigators to submit proposal packages when ready so they may be submitted on a rolling basis.
February 29, 2024	CIROH’s anticipated deadline to submit project proposals to the Grants.Gov.
March 29, 2024	CIROH’s Federal Program Officer and Technical Program Manager (from NOAA) review proposals and forward those meeting NOAA format, regulatory, and scope requirements to the NOAA Grants Management Division (GMD).
July 1, 2024	NOAA GMD evaluates the technical, legal, and financial sufficiency of proposals. NOAA approves or declines CIROH proposals. The anticipated start date of new FY24 projects is July 1, 2024.

Projects Supported by Non-CI Appropriated Funds

This is a general category for new projects to be supported by non-CI appropriated funds. The project development process will follow an alternative timeline, but similar steps, to the Core Project Development process. The process for projects supported by non-CI appropriated funds will be defined by the Executive Board and the project sponsor.

Step/ Date	Action Completed
1	Project champion contacts NOAA CIROH Point of Contact (POC), CIROH Executive Director, or other individual to express interest in sponsoring a CIROH project. NOAA CIROH POC contacts CIROH Executive Director to alert about the potential project.
2	The CIROH Executive Director, and if necessary other subject matter experts, meets with project champion, other project supporters, and subject matter experts to discuss project concept.
3	Project champion completes CIROH project questionnaire.
4	The CIROH Executive Board reviews completed questionnaire. CIROH Executive Board identifies potential proposal leads and invites preparation of one or more white papers.
5	Invited members and partners submit white papers or proposals responding to the requirements outlined in the CIROH project questionnaire.
6	The CIROH Executive Board invites review of the white paper and proposal by technical experts and programmatic experts with relevant agencies. White papers and proposals are evaluated against the four criteria noted above. If the white paper step is required, the CIROH Executive Board considers the technical and programmatic reviews, previous performance and current/pending CIROH funding of PI and team, and availability of funds to select white papers to invite for full proposals. The CIROH Executive Board provides one of two recommendations for each white paper: (1) "full proposal invited" or (2) "not recommended for full proposal at this time." The invitations to submit proposals will include templates, information about requirements, target funding level, and review comments.
7	Invited principal investigators submit proposal packages through their institutional offices to the University of Alabama Office for Sponsored Programs. CIROH encourages investigators to submit proposal packages when ready so they may be submitted on a rolling basis.
8	CIROH submits proposals to Grants.Gov by the anticipated deadline of February 29, 2024.
9	CIROH's Federal Program Officer and Technical Program Manager (from NOAA) review proposals and forward those meeting NOAA format, regulatory, and scope requirements to the NOAA Grants Management Division (GMD).
10	NOAA GMD evaluates the technical, legal, and financial sufficiency of proposals. NOAA approves or declines CIROH proposals. The anticipated start date of new FY24 projects is July 1, 2024.

Projects Supported by New Supplemental Funds

NOAA and other federal agencies may receive supplemental funding that may be directed through CIROH to support projects (e.g., supplemental funding from Congress as part of the Bipartisan Infrastructure Law (BIL)). Projects supported by new supplemental funds will be processed individually on an as-needed basis in parallel with other CI activities. The procedures and timeline will be defined by the CIROH Executive Board separately when/if funding becomes available.

Outyear Support of Ongoing Multiyear Projects

OWP's initial commitment will be to support existing projects in their entirety unless there are performance or other issues. The CIROH Executive Board will recommend annually outyear support of ongoing projects. The Board may recommend ceasing funding for inadequate progress, poor performance, or other circumstances.