



Research Grant to Assist with the Development of an Integrated Pest Management Plan to Address Burrowing Shrimp in Willapa Bay and Grays Harbor

Application deadline: _____

Instructions: Please complete each section of this form.

Submit the completed application to Laura Butler at lbutler@agr.wa.gov.

Company		UBI	
Address			
City		State	Zip Code
Geographical Area(s) in which the project will take place			
Contact Name		Title	
Phone Number		Email Address	
Names of Principal Investigators (attach the résumé of principal investigators with application)			
Grant Request: \$			

Certification: By submitting this application:

- The person named below certifies that to the best of their knowledge the information in this application is true and correct and that they are legally authorized to submit this application on behalf of this organization, which is legally eligible to enter into a grant agreement.
- The grant funds received will only be used to assist with the development of an integrated pest management plan to address burrowing shrimp in Willapa Bay and Grays Harbor.

Printed Name of Authorized Applicant: _____ Title: _____

Signature: _____ Date: _____

BUDGET NARRATIVE

Fill in each applicable budget category below and indicate the total for each budget category requested, providing sufficient detail to demonstrate that costs are reasonable and adequate for the proposed work.

Supplies: This section should contain anything with an acquisition cost under \$5,000 and could be anything from office supplies and software to educational or field supplies.

- Provide an itemized list and estimated dollar amounts for each item.

Total: \$

Equipment: This category includes items of property having a useful life of more than one year and an acquisition cost of \$5,000 or more per item (if the cost is under \$5,000, include these items under "Supplies").

- Provide a list of equipment purchases or rentals, along with the cost of each and a brief narrative on the intended use of each item.

Total: \$

Contractual: For each anticipated contract, provide the following information:

- Describe the services that the contract will cover and how those services relate to the project.
- List the general categories of items that the contract will cover.
- When choosing a contractor, you must follow the state procurement procedures.

Total: \$

Travel: Describe estimated travel costs here. Travel rates may not exceed the reimbursement rates allowed by Washington State ([OFM policy 10.90](#)) and the federal government (travel costs for contractors should be included under "Contractual").

- Provide an estimated breakdown of the following costs, as applicable: destination; purpose of trip; number of trips; number of people traveling; number of days traveling; estimated airfare costs; estimated ground transportation costs; estimated lodging rates and costs; estimated meal rates and costs; estimated mileage rates and costs.

Total: \$