

## **Elise B. Newell Seminar Series Information and Guidelines**

Annually these seminars allow persons from on and off Florida's campuses to learn more about timely issues concerning the coasts and oceans. This year, we will host a seminar series in the fall semester, and look for broad participation by universities and research institutions across Florida. Seminars may address any coastal or ocean topic of current importance to Florida and falling under one of our programmatic focus areas: healthy oceans and coasts, sustainable coastal communities and economies, safe and sustainable seafood, and hazard-resilient and climate-ready coasts. We will support 10 seminar speakers at \$1000 each with a total funding level of \$10,000, therefore request that applicants carefully develop their budgets to keep costs down. This will allow more seminars to occur state-wide with our limited resources.

The format for each event should include a formal presentation and individual and small group discussions with faculty, students and resource managers. Preference will be given to proposals that bring speakers that will provide relevant information to both academicians and resource managers.

### **Guidelines**

- 1 The topic must fall under one of the focus areas above, and can be in the realm of natural or social science.
- 2 Preference will be given to proposals where seminars will be given at two locations, typically one on campus and a second at a management agency, research reserve or similar organization with different audiences than an academic setting.
- 3 The seminar topic and speaker must be approved by the appropriate academic unit (departmental seminar committee, etc.).
- 4 Seminars will be limited to one per academic institution.
- 5 Florida Sea Grant can support travel and per diem (except for Federal employees). We cannot pay for refreshments. All travel (domestic and foreign) will be handled by Florida Sea Grant.
- 6 The seminar must be held between January 1 and November 30, 2015.
- 7 The hosting faculty/department will be responsible for advertising the seminar however we ask that the host contact Florida Sea Grant so that we also can notice the event on our web site.
- 8 A summary letter report from the seminar host/organizer is due two weeks after seminar date.
- 9 Seminar speakers are invited to send their own comments on the experience.
- 10 Faculty will be notified by January 5, 2015 of the funding decision.

### **Instructions for Submitting a Proposal**

For the seminar to be considered proposers must provide information for all items listed below. The maximum length of proposals is two pages.

- 1 Title of seminar.
- 2 Seminar speaker and affiliation with complete mailing address, telephone, fax and electronic mail numbers. Add web site if available.
- 3 Seminar location (institution).
- 4 Date of seminar.
- 5 Name of host/organizer with complete address, telephone, fax and electronic mail numbers.
- 6 Title and location of second seminar, if planned.
- 7 Budget for speaker's travel, itemized. (Please use the most economic mode of travel.)
- 8 Brief biographical sketch of the proposed speaker, including distinguished accomplishments, contributions to scholarship, resource management and three to five significant publications. (one-half page)
- 9 Content and significance of seminar topic. Why is this subject important to your institution, and how might it enhance scholarship there? (one-half page)
- 10 Description of overall visit. Please give a tentative itinerary, identifying principal contacts and audiences intended. What is its relevance to Florida Sea Grant themes? (one-half page)
- 11 Date of application.
- 12 Signature of host/organizer.

**Send completed proposal electronically to Jackie Whitehouse, [jhw04@ufl.edu](mailto:jhw04@ufl.edu) by December 11, 2014.**