**Middle Rio Grande Endangered Species Collaborative Program (MRGESCP)**

**Hybrid Ad Hoc Group Charge**

***Request for Proposals Process Ad Hoc Group***

*Approved by members of the Ad Hoc Group Name on [date]*

*Approved by the Science and Adaptive Management Committee on [date]*

*Approved by the Executive Committee on [date]*

**SAMC Lead(s):**Aubrey Harris

**FPC Lead(s):**

**Keywords:**Administration, collaboration, project prioritization

**Parent Committee(s)**

Science and Adaptive Management Committee, Executive Committee

1. **Ad Hoc Group Charge**

In order to foster collaboration across signatories and to support resource development for the program, this ad hoc group shall organize a process that links the FPC funding opportunities matrix, the Long-Term and Multi-Year Plans, and EC leadership objectives as a Request for Proposal process. This process will generate templates and workflows to identify funding opportunities relevant to MRGESCP program objectives, modes to solicit proposals to achieve these objectives, and review processes to maintain a level of consistency across the Collaborative Program.

1. **Membership**
2. **Criteria for membership**

We would like representative members from the FPC, SAMC, and EC to participate. Ideally folks from different backgrounds (federal, other governmental, tribal, and nonprofit) to help ensure that the proposed process works with multiple stakeholder demographics.

1. **Members**

|  |  |  |
| --- | --- | --- |
| **Name** | **Organization** | **Role Within Group** |
| Aubrey Harris | USACE-ERDC | Lead |
|  |  |  |
|  |  |  |

1. **Background and Implementation**

The Collaborative Program has developed several resources that articulate scientific or physical barriers to improving ecological outcomes for species of interest (e.g., the Multi-Year Plan, the Long-Term Plan. Additionally, the Collaborative Program has identified resource opportunities that may drive down these uncertainties, as well as to support management activities regarding program objectives (e.g., the Funding Opportunities Matrix). However, the program is resource limited, and project prioritization and fiscal support is necessary to pursue either applied or basic research regarding critical uncertainties or piloting changes in management.

Contrastingly, the Collaborative Program has strength in its diversity of individual signatory mission-goals, technical expertise, and organization types (e.g., tribal, federal/state government, nonprofit), that would position it to be very effective at pursuing a variety of competitive funding opportunities.

Therefore, the Ad Hoc Group will develop a process that synergizes the FPC, SAMC, and EC objectives to create opportunities and increase resources available for the Program mission.

1. **Objectives**
2. Develop a process that incorporates Collaborative Program critical uncertainties, funding opportunities, and EC motivations.
3. **Potential Resources**

Existing resources are: the draft multi-year plan, the long-term plan, SAMC and FPC committees, Funding Opportunity Matrix.

1. **Tasks and Deliverables**

|  |  |  |
| --- | --- | --- |
| **Objective** | **Task** | **Deliverable (if applicable)** |
| 1  | 1. Develop a proposed RFP workflow for FPC, SAMC, and EC, and solicit feedback from EC.
 | Presentation to EC |
| 1 | 1. Develop templates that guide participants through the RFP workflow
 | Template RFP, proposals, rating rubrics, EC letter of support |
| 1 | 1. Pilot the workflow with advertisement of real funding opportunities.
 | Advertisement of a couple grants, and if applicable, proposal review and EC acceptance. |

1. **Application of Deliverables**

The deliverables would be applicable at different scales in the Program:

* + - 1. On a regular basis (quarterly, or however the process finds appropriate), motivates committees to keep up to date on innovations to keep the Program moving forward. These would be published in the MRGESCP newsletter.
				1. Directs SAMC to identify the most pressing and important uncertainties for EC to prioritize.
				2. Directs FPC to select compelling funding opportunities to bring to the Program’s attention.
			2. Provides resources if any signatory is interested in pursuing a funding source that values collaboration. These resources would be made available on the Program Portal.
				1. Templates for Requests for Proposals, to solicit pertinent information for project selection within those proposals, rubrics that allow for fair selection of proposals, and support letters to strengthen proposals.
				2. Has mechanisms for facilitator to advertise these opportunities to the broader Program audience, perhaps collating resources and expertise that otherwise would not be realized.
1. **Timeline and Reporting Schedule**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Deliverable** | **Prerequisites** | **Start Date** | **End Date** | **Notes** |
| **1A** | **None** | **Jan 2024** | **EC Meeting (April 2024?)** | **Start date contingent on ad hoc formation** |
| **1B** | **1A** | **April 2024** | **Aug 2024** |  |
| **1C** | **1B** | **Aug 2024** | **Dec 2024** | **Duration of task depends on how frequently RFPs would be advertised, piloting the process.** |