

## **Process for Submission, Review, and Approval of Technical Assistance Program Projects:**

Below is a diagram for generation, review, and approval of Technical Assistance Program projects (TAP; Figure 1). Funding for TAP projects will be approved twice yearly by the Executive Secretary.

Ideas for TAPs are typically generated by internal research program scientists (Hammond Bay Biological Station, Upper Midwest Environmental Sciences Center, Department of Fisheries and Oceans, U.S. Fish and Wildlife Service), Task Forces, and secretariat staff, or at the request of the Sea Lamprey Control Board (SLCB). A pre-proposal is not required, but project rationale and objectives should be discussed with the Science Director and Task Forces prior to full proposal generation. Projects should be described in a proposal with a clear set of objectives, methods, and a specific set of deliverables that will be used for communicating results with appropriate audiences. Full proposals must be submitted to the Secretariat's Sea Lamprey Research Program Associate (contact information below) no later than **January 15<sup>th</sup>** to be included in the April Sea Lamprey Control Board (SLCB) briefing book or **August 15<sup>th</sup>** to be included in the October SLCB briefing book. To develop proposals, investigators should use the TAP proposal template provided below. A Task Force or external peer review process can be invoked by Secretariat Staff upon receipt of the full proposal. External peer reviews may be sought regarding study design, data collection, and/or data analyses. Relevancy will not be a part of the peer review process as this will be determined by the Task Forces and the SLCB. TAP proposals and (if applicable) peer reviews will be provided to the SLCB for review during its April and October meetings. The SLCB will review and discuss the proposal and then forward their recommendations to the Secretariat's Science Program. These recommendations will be carried to the Commission's Executive Secretary for approval and immediate funding from the TAP project account.

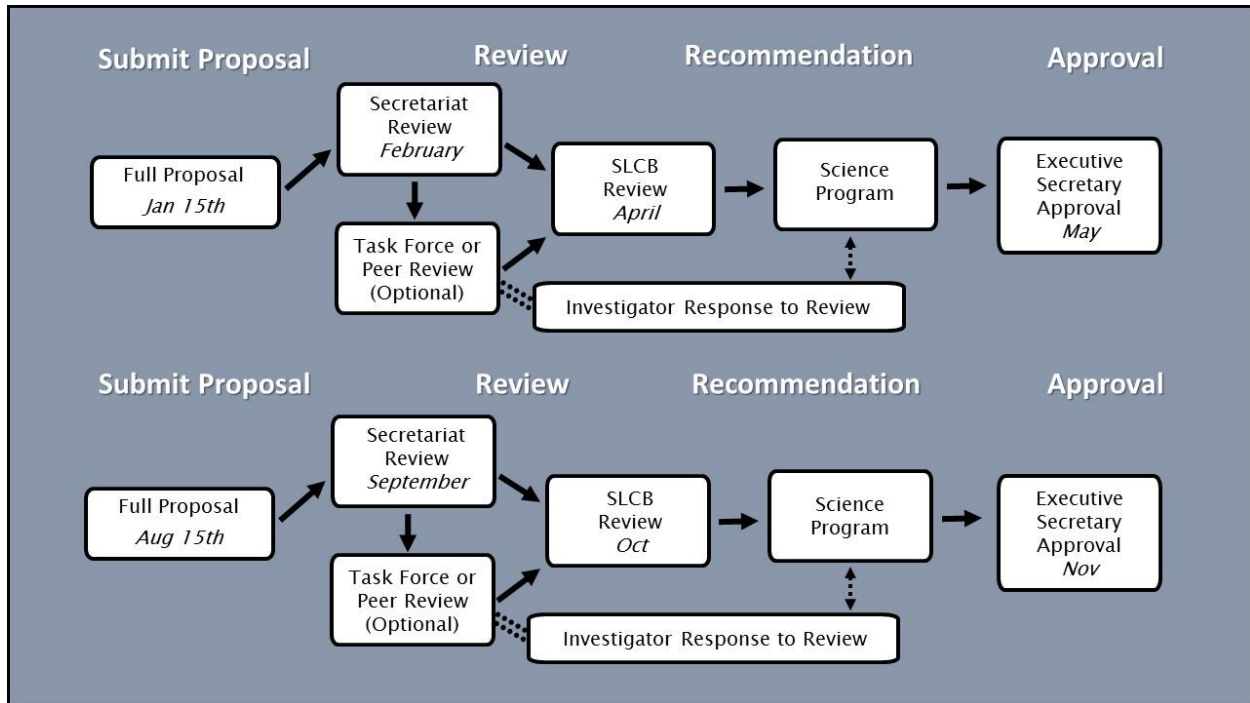


Figure 1. – Proposal review and funding process for TAP projects

**Technical Assistance Proposal Templates:**

- [TAP Proposal Template](#)

**Sea Lamprey Research Program Contact Information:**

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