



November 5, 2018

To: Potential Researchers

**Re: Jefferson County Open Space Small Research Grants Program**

Jefferson County Open Space (JCOS) is pleased to once again offer Small Research Grants to individuals or groups to conduct applied studies on JCOS lands. The goal of this program is to fund research that will inform the management of natural, cultural, and recreational resources.

JCOS has budgeted \$40,000 for small grants in 2019, with awards typically in the \$1,000 to \$5,000 range. All research must be completed within the 2019 calendar year, unless otherwise approved. Multi-year projects can receive guaranteed funding for up to two years. Researchers can also propose interagency projects to JCOS, Boulder County Parks & Open Space (BCPOS), and/or City of Boulder Open Space & Mountain Parks (OSMP).

Applicants may choose a priority topic suggested by JCOS or propose an alternative topic of their own interest as long as it has significance to resource management or visitor experience issues. All projects must take place on JCOS property. Investigators must provide JCOS with their results in the form of a scientific report due by 5:30 p.m. on December 20, 2019.

To apply for a research grant, applicants must first contact the Program Coordinator, Hillary King, by 5:30 p.m. on December 7, 2018 at 303-271-5924 or [hking@jeffco.us](mailto:hking@jeffco.us) to discuss the eligibility of the project.

***Proposals are due by 5:30 p.m. on January 11, 2019.***

The following pages provide application details for the Small Research Grants Program including deadlines, requirements for the proposal, and a list of priority research topics.

Please let me know if you have any questions regarding this program. I look forward to receiving your proposals.

Sincerely,

A handwritten signature in black ink, appearing to read "Hillary King".

Hillary King  
Research and Grants Coordinator  
303-271-5924  
[hking@jeffco.us](mailto:hking@jeffco.us)

**JEFFERSON COUNTY OPEN SPACE SMALL RESEARCH GRANTS PROGRAM**

Jefferson County Open Space (JCOS) seeks to fund scientific investigations, inventories, and monitoring projects that will inform the management of JCOS lands. Important deadlines for the 2019 Small Research Grants Cycle are listed below.

<b>Date</b>	<b>Deadline</b>
November 5, 2018	2019 Call for Proposals
December 7, 2018	Deadline to contact the Program Coordinator
January 11, 2019	Proposals due
February 22, 2019	Award announcements
August 16, 2019	Mid project check-in deadline
October 31, 2019	Draft report due
November 28, 2019	Review comments provided to researcher
December 20, 2019	Final report due

**Guidelines and Instructions for Researchers:**

- Contact the Program Coordinator to discuss your project’s eligibility by **December 7, 2018**.
- Grant proposals must be submitted via email by **January 11, 2019**. Email a PDF to [OSSRgrants@jeffco.us](mailto:OSSRgrants@jeffco.us), with the email subject line as “Small Research Grants Program Proposal.” If your proposal is found to be missing any component, you will have 24 hours to correct it.
- Applicants will be notified of the award status of their proposals by **February 22, 2019**. The contracting process will then take a few months to allow time for contract negotiations as needed. Keep this in mind when developing your project timeline.
- A draft of the report is due **October 31, 2019**, unless otherwise approved. The report should be largely complete at this point, needing only minor revisions for the final version.
- Grant funded projects must be completed by **December 20, 2019**, unless otherwise approved.
- Funding will typically be available in amounts from \$1,000 to \$5,000, although in special cases requests up to \$10,000 may be considered. Multi-year projects can receive guaranteed funding for up to two years.
- Researchers can propose interagency projects to JCOS, Boulder County Parks & Open Space (BCPOS), and/or City of Boulder Open Space & Mountain Parks (OSMP).
- Grant awards are paid as reimbursement upon successful project completion, except for materials that may be paid for up front.
- All research conducted on JCOS property requires a Research & Collections permit, available on the [JCOS website](#).
- Collection of specimens or artifacts and placement of objects or markers are strictly

regulated. Researchers are responsible for contacting the appropriate agency for specific regulations regarding these activities. Researchers are also required to obtain all necessary permits before initiating their project. All specimens and artifacts collected are considered the property of Jefferson County.

- If this research is turned into a scientific manuscript for publication, JCOS must be named in the acknowledgements. JCOS reserves the right to review the manuscript prior to submission for publication.
- Researchers are responsible for knowing and adhering to all applicable policies and regulations set forth by JCOS.
- JCOS will only pay university overhead expenses up to 10%. Student salaries are typically capped at 20% of the total project cost, with exceptions possible in special circumstances.
- Researchers' names, institution, and research topic may be posted on the JCOS website. Final reports may also be posted at the discretion of JCOS. Researchers may not make reports public without JCOS permission.
- Proposals where no funds are requested will be accepted throughout the year with a four- to six-week review period. This also includes class projects. For projects with a simple scope, review time may be reduced.

**Proposals must adhere to the following format guidelines:**

- Figures and tables embedded in the text.
- 1-inch margins all around.
- 12-point Arial font.
- Double line spacing.
- 8-page maximum, excluding cover page, references, budget, and personnel qualifications.
- All content combined into a single PDF document.

**Proposals must include the following information:**

Administrative Information

- The precise name of the entity that will be signing the grant contract, if awarded. (e.g. your organization or institution.)
- The names and titles of the persons signing for the entity.
- Proof that this person has the authority to sign on behalf of their entity (e.g., articles of incorporation, bylaws, or board resolution).
- Researchers applying through an academic institution must coordinate the proposal submittal with the institution's sponsored research department (or equivalent) and provide written verification from said department stating that this requirement has been met prior to the submission deadline.

Section 1: Abstract, Objective, Hypothesis, and Anticipated Value

- Provide a one-paragraph summary (abstract) of the proposal that describes objectives, general methods, and anticipated value to JCOS.
- Describe the overall objective to be addressed by the research.
- State the hypothesis related to the objective.
- State how the proposal will contribute to the needs of JCOS.
- Describe how the proposal relates to completed or ongoing studies concerning JCOS resources.

- Describe the anticipated value of the proposal to further scientific knowledge and for educating the public.

#### Section 2: Methodology

- Literature review.
- Explanation of sampling or survey methods.
- Project requirements (including logistics), necessary permits, and anticipated levels of coordination with JCOS staff.
- Discussion of data analysis techniques.
- Detailed project schedule.
- Map or location of research activities.
- Detailed description of any potential negative impacts to resources on JCOS property.
- State what percentage of the research would be conducted in the field and what percentage would be desktop work.
- State whether the research requires driving a vehicle onto JCOS property, and whether you can meet Jefferson County's auto insurance requirements.

#### Section 3: Budget

- If funding is requested, provide an itemized annual budget that includes funding requirements for salaries, equipment, travel, supplies, report preparation, and overhead, if applicable. Note that university overhead is capped at 10%.
- Provide information about sources of cooperative funding or assistance-in-kind (i.e., match). Please include appropriate supporting documentation. Match is not required, but proposals with matching contributions will be viewed favorably.
- For interagency proposals, note how much funding is being requested from each agency (JCOS, BCPOS, and/or OSMP).

#### Section 4: Qualifications of Researchers

- Provide a resume or curriculum vitae of the investigator(s). For student projects, attach a signed statement from a faculty advisor validating the nature of the proposal and describing the degree of faculty involvement and supervision. Faculty sponsors are responsible for providing final reports to JCOS should the student fail to do so. Future requests by students of a faculty advisor who has not provided required reports may not be processed.

To apply, please email a digital version of each proposal, in PDF format, to [OSSRgrants@jeffco.us](mailto:OSSRgrants@jeffco.us), with the email subject line as "Small Research Grants Program Proposal."

#### **Draft and Final Reports**

A draft report must be emailed to [OSSRgrants@jeffco.us](mailto:OSSRgrants@jeffco.us) in Microsoft Word format by October 31st, 2019, with the email subject line as "Small Research Grants Program Draft Report." The report should be largely complete at this point, needing only minor revisions for the final report submittal. The report should include the following sections:

- Abstract
- Introduction and statement of objectives and hypothesis
- Methods

- Results
- Discussion, including a description of the value of the results to JCOS and management recommendations based on the result of the research
- Conclusion
- Bibliography

Student reports must be reviewed by their faculty sponsor prior to the draft submittal.

A final report must be completed and emailed to [OSSRgrants@jeffco.us](mailto:OSSRgrants@jeffco.us) in PDF format by December 20<sup>th</sup>, 2019, with the email subject line as “Small Research Grants Program Final Report.” The report should include the following information:

- Abstract
- Introduction and statement of objectives and hypothesis
- Methods
- Results
- Discussion, including a description of the value of the results to JCOS and management recommendations based on the result of the research
- Conclusion
- Bibliography

Student reports must be reviewed by their faculty sponsor prior to the final submittal. Final reports may be published on the JCOS website, or in other materials produced by JCOS. An oral presentation of the research may be requested.

### **Disclaimer**

- All successful applicants are required to abide by JCOS rules and regulations.
- A JCOS Staff Advisor will coordinate with each grant recipient.
- Payment of grant funds prior to project completion will be determined on a case-by-case basis. Final payment will not be made until the final report is received, reviewed, and accepted by JCOS.
- All successful applicants must provide proof of insurance per the terms of the grant agreement.
- JCOS employees are not eligible for grants directly related to their primary job duties.
- In the event of a partial award or proposed contract changes, grant recipients must negotiate with JCOS, to the satisfaction of both parties, the elements of the proposed scope within eight (8) weeks of receiving the grant agreement for signature. If this is not completed to the satisfaction of JCOS, then JCOS reserves the right to rescind the award.
- From the date the grant agreement is sent to the researcher to sign, researchers have nine (9) weeks to submit a signed copy of the contract. If this is not completed to the satisfaction of JCOS, then JCOS reserves the right to rescind the award.

### **2019 Priority Research Topics**

Research topics suggested by JCOS are listed below. Researchers may also suggest an original topic that has significance to JCOS's Mission to **preserve** open space and parkland, **protect** park and natural resources, and **provide** healthy, nature-based experiences. If you have questions about a specific project, contact the Program Coordinator, Hillary King, at 303-271-5924 or [hking@jeffco.us](mailto:hking@jeffco.us). See the attached map for JCOS park locations.

- *Shifting Wildlife Habitat Study*: Investigate and forecast potential shifts in selected wildlife habitats due to climate change (e.g., for species with distinct elevation or habitat restrictions). Recommend priority locations for preservation. Species to be determined through staff/researcher discussions.
- *Cliff Vegetation Survey*: Conduct a cliff vegetation survey at Mt. Zion in Windy Saddle Park, comparing undisturbed areas vs. climbing routes including cliff bases and faces.
- *Bat Habitat Baseline Survey*: Conduct baseline surveys using repeatable methods to determine bat use of cliff habitat at Mt. Zion in Windy Saddle Park, and potentially other priority areas if feasible.
- *South Table Mountain Baseline Bird Survey*: Conduct a baseline bird survey, including nesting surveys, using repeatable methods at South Table Mountain Park.
- *Functional Role of Ants Study*: Investigate the functional role of ants in montane ecosystems and their effects on vegetation, decomposition, soil structure and ecological processes at JCOS Study Areas currently not open to the public.
- *Moss/Lichen/Fungus Baseline Survey*: Conduct a baseline, species-level survey of bryophytes (mosses) and/or lichen and/or fungus (mushrooms) at Lair o' the Bear Park.
- *Vegetation Disturbance Survey*: Quantify extent of vegetation disturbance/change as a function of distance from common open space infrastructure elements (e.g., benches, restrooms, parking lots, trails) at parks to be determined.
- *Prairie Dog Colony Seedbank Study*: Conduct a seedbank study for former and active prairie dog colonies.
- *Bat Survey*: Conduct a mist-net survey of bats at the historic Baehrden Lodge at Pine Valley Ranch Park to confirm identify of species previously identified through acoustic recorder surveys.
- *Invasive Species Public Awareness Study*: Investigate barriers/knowledge gaps to public awareness of the challenges related to invasive species management in Jefferson County, as well public engagement in efforts to reduce spread of these species.
- *Climbing Area Carrying Capacity Study*: Conduct visitor carrying capacity study for climbing areas at Mt. Zion (e.g., Tiers of Zion) in Windy Saddle Park, considering route density, belay and base areas, trail alignment and condition, parking, restrooms, visitor safety, and natural resource protection.
- *Visitor Estimation Study*: Explore approaches for a systemwide visitor estimation framework based on literature review and methods employed by other agencies (local, state, and federal). Provide case studies, evaluation of alternatives, and recommendations for preferred alternative(s).