Implementation of Study Plan requirement for GCMRC

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What is a Study Plan?

- **<u>Detailed</u> document describing the research project proposed for funding**
- **Signed copies are required before a GCMRC scientist can begin research**
- **They are peer reviewed by 3 peers, 2 of which must be from outside GCMRC**
- **They will be posted on GCMRC web site following approval and will be referenced in annual work plans**

Timetable

- **All new work**
- **Effective immediately**

Background and justification

- **Situation**
- **Literature review**
- **Information needed (AMP Goals, MO's, IN's)**
- **Relationship to other projects and programs**

Objectives

- **Clear statement of goals**

Study area

- **Field or laboratory study**
- **If field, provide description as required to clearly identify sites**
- **Include maps**

Procedures

- **Clearly identified for each objective**
- **Methods/techniques, equipment and facilities**
- **Data collection and statistical analysis**
- **Power analysis**
- **Description of hypothesis acceptance or rejection criteria.**

Data archiving procedures

- **Describe procedures for adherence to USGS and Center approved protocols**

Work schedule

- **Start and stop dates**
- **Annual work schedule**
- **Certification from logistics that trip cannot be accommodated on existing trips**

Hazard assessment/safety certification

- **Clearly identify anticipated hazard or safety concerns affecting project personnel (e.g. aircraft, watercraft, chemicals, extreme environmental conditions)**

Animal care and use certification

- **Clearly identify anticipated uses of animals in the research**
- **Must contain DOI approved forms for animal care and use (ACUC)**
- **If animals are not to be used, collected, manipulated, or experimented upon, then a statement must be included indicating specifically that no animals will be used in the research.**

Radio telemetry

- **If radio telemetry equipment, or wireless voice communication equipment is needed, documentation of frequency approval must be provided (per Radio Frequency SOP). Approval is needed before equipment is purchased.**

Expected products and timelines

- **Publications**
- **Reports**
- **Presentations**
- **Advances in technology**
- **Information transfer at workshops, seminars, or other meetings.**

Investigators, partnerships, and cooperators

- **Describe the qualifications of personnel; identify their affiliations and expected contributions to the effort, including logistical support.**

Permits

- **Provide certification of all relevant approved permits (Federal, state, other)**

Budget and staff allocations

- **Include salaries and benefits, travel, equipment, supplies, contracted services, vehicles, other direct costs, and overhead**

Literature cited

Signatures

- **Supervisor**
- **Program Manager**
- **Chief**
- **Statistician**
- **Animal Care and Use Committee**
- **Logistics coordinator**