

HARBOR BRANCH OCEANOGRAPHIC INSTITUTE

FOUNDATION

Minutes
Harbor Branch Oceanographic Institute Foundation, Inc.
Grants Committee Meeting
January 20, 2015

Present: Mike Toner, Chair*; Joseph Duke*; C. Amos Bussmann*

Also Present: Katha Kissman, President & CEO, HBOIF; Colleen Brennan, Director of Operations, HBOIF; Dr. Megan Davis, Interim Executive Director, HBOI; Dr. Amy Wright; Dr. Laurent Cherubin; Dr. Bing Ouyang

*participated telephonically

The meeting was called to order at 1:00 pm.

BACKGROUND

The purpose of the meeting was to hear presentations from HBOI faculty in response to an RFP from the Foundation: Each year the Harbor Branch Oceanographic Institute Foundation (HBOIF) Board of Directors may determine in its annual budget an amount that may be used to fund special initiatives of the Harbor Branch Oceanographic Institute (HBOI).

For FY15, discretionary funds available include from HBOI-F (\$500K) and FAU-F (approximately\$125K). All projects were to be directly related to research outlined in the HBOI Strategic Plan and Implementation Plans that were not addressed by current discretionary, SLP, legislatively, or other externally funded projects. Preference would be given to projects focusing on science and technology that have the potential to explore creative, original, or potentially transformative concepts. HBOIF seeks to find the greatest opportunity to maximize or leverage its Discretionary Fund grant dollars to HBOI and raise the visibility of HBOI. Successful grant proposals will fund those identified opportunities of HBOI that are in line with the goals of its current Strategic Plan and which do not meet the criteria or do not have the opportunity for timely funding from other funding sources, including Florida Atlantic University.

All proposals from HBOI were vetted by an internal HBOI management review process and with FAU as appropriate prior to grant proposal submission to HBOIF. Proposals for funding were asked to use a provided form.

Upon funding of a Discretionary Fund grant(s), HBOI will agree:

- (1) To use funds for the express purpose outlined in the grant application and consistent with the HBOIF – FAU at Harbor Branch Memorandum of Understanding (original and updated).
- (2) To repay any portion of the amount granted which is not used for the purpose of the grant as set forth above.
- (3) To work with HBOIF staff to recognize the Foundation's support as appropriate.
- (4) To submit a full and complete narrative and financial report on the manner in which the funds were spent, and outcomes of your project, one month after the completion of the project, on or before _____ **or [end of fiscal year]**

- (5) To maintain records of receipts and expenditures adequate to verify use of this grant and to make its books and records available to HBOIF, at reasonable times for at least five years following the completion of the grant.
- (6) To hold harmless HBOIF and its Board of Directors from any liability, loss, damage or injury

The HBOI Faculty prepared two proposals which were distributed to the Grant Committee members in advance of the meeting:

- **Applying New Technologies to Transform Marine Natural Products Discovery**
(Request: \$330,000.00)
- **Detection & Characterization of Fish Spawning Aggregations using a Novel, Persistent Presence Robotic Approach**
(Request: \$330,795.00)

Total combined request: \$650,795.00

In addition Committee members were provided a link to a NOAA news article about the use of glider technology to monitor fish spawning activity in the northeast
US:http://www.nefsc.noaa.gov/press_release/pr2014/scispot/ss1415/. It was noted that if this project is granted, this article helps to demonstrate how HBOI would become an indispensable partner to NOAA fisheries service in our region as WHOI is in the northeast.

PRESENTATIONS

Dr. Amy Wright presented on first request. Drs. Laurent Cherubin and Dr. Dr. Bing Ouyang presented on the second request.

After extensive questioning by the Grants Committee, the HBOI faculty members were excused from the meeting.

RECOMMENDATION

Following additional discussion, the following motion was approved unanimously:

To recommend to the Board at the January 22, 2015 meeting the granting of funding for these two projects up to the combined amount of \$629,828.61 which is the sum of \$500,000 in discretionary funding budgeted for FY15 and \$129,828.61 in the FAU Foundation Discretionary Fund for use by HBO at the discretion of HBOIF with the understanding that the grant award will be contingent upon:

- a. The balance of \$20,966.39 needed to fully fund both projects will either be provided by identified funds from HBOI or trimmed from one or both projects at HBOI's discretion;
- b. The establishment of benchmarks for both projects provided within 30 days of the grant award, and
- c. The establishment of a communications plan for announcing progress on each project both internally and externally within 30 days of the grant award.

The Grants Committee asked Davis and Kissman to relate that the HBOI Faculty be commended for presenting such great projects that fit HBOIF's stated criteria in such an impressive way.

There being no further business the meeting was adjourned at 2:37 pm.

NOTE: Proposals are attached to these minutes for the record.