

**NOAA Fisheries Service, Northeast Region Workshop on Developing a
Cooperative Research Project Design and Proposal
Sheraton Harborside Hotel
Portsmouth, New Hampshire
January 24-25 2006**

Agenda

Tuesday, January 24

- 10:00 am Greetings, Introductions, and Meeting Logistics
- 10:30 am Review of Workshop Objectives
- Complete review of existing grant program solicitation materials
 - Determine elements to include in guide
 - Develop guide to assist the fishing community in the preparation of conservation engineering grant proposals
- 11:00 am Discussion of Workshop Objectives/Approach to Develop the Guide
- 12:00 noon Working Lunch--Review of Existing Grant Program Solicitation Materials
- Mid-Atlantic Research Set-Aside Program
 - Sea Scallop Research Set-Aside Program
 - Monkfish Research Set-Aside Program (if available)
 - Cooperative Research Partners Program
 - Northeast Consortium
- 2:00 pm Identify Elements of Grant Program Solicitation Materials Appropriate for Further Explanation in the Conservation Engineering Proposal Guide
- 3:00 pm Breakout Group Sessions for Above Identified Elements to Outline and Draft Relevant Sections of the Guide
- 5:30 pm Wrap-up for Day

Wednesday, January 25

- 8:00 am Coffee
- 8:30 am Breakout Sessions (continued)
- 11:00 am Break
- 11:15 am Reconvene Full Group
- Breakout groups present outlines of guide sections
 - Discussion/review of guide sections
 - Discuss how guide sections would be organized
- 12:00 noon Working Lunch
- 2:00 pm Identify Any Other Necessary Sections of the Guide (Appendices, etc.)
- 2:30 pm Establish a Process and Timeline for the Completion and Final Review of the Workbook
- 3:00 pm Identify Mechanisms for the Distribution of the Guide
Wrap-Up

Workshop Logistics

1. Unless otherwise noted the full group sessions will be facilitated by a moderator.
2. Each breakout group will have a rapporteur/moderator to document the guide section outlines and transcribe the text for the guide sections.
3. Members of the Northeast Region Bycatch Committee will serve as overall meeting organizers.
4. Meals (lunch and snacks on 1st day and breakfast and lunch on 2nd day) will be provided to enable working sessions throughout both days.