

## ***Use of vessels or boats in research project proposals***

### **UNOLS**

Ship time on a University-National Oceanographic Laboratory System Research Vessel is requested through the UNOLS Ship Time Request System. The individual operating institutions compose their annual ship schedules. Once the schedules are approved by the federal agencies the individual institutions submit their annual operating proposals to the agencies. The ship schedules for the Scripps fleet are composed by the SIO Ship Scheduler, E. Brenner. The SOMTS business office submits the ship operating proposals.

To request ship time for an NSF or ONR project proposal, submit a request following the instructions found here: <https://scripps.ucsd.edu/ships/planning>

If you plan to use a UNOLS vessel you are required to include a UNOLS ship time request with your proposal to all federal and non federal agencies. The NSF ship and technician expense will be paid directly to the operating institution by the NSF Oceanographic Centers, Facilities and Equipment division. Similarly, the Naval Oceanographic Research Facilities will pay the operating institution directly for the ship and technician expense.

For proposals to other Federal and non-Federal sponsors the cost of the shiptime must be included in budgets being proposed. The proposal preparer should double check the rates before finalizing the proposal budget, as they do change from time to time. There are two types of rates – Provisional and Fixed – the Fixed rate is typically used for non-ONR/NSF proposals. Rates should be obtained from the SIO Ship Scheduling Office.

If use of a UNOLS vessel for any project proposals funded by industry (direct or flow through) is contemplated, the PI and Department should have a conversation with the ship operator early on.

### **UC Ship Funds**

Funds for students, postdoctoral researchers and early career faculty to pursue research and instruction at sea aboard Scripps ships are available through an annual competitive proposal process. Project proposals to outside sponsors should not assume that all UC Ship Fund proposals will be awarded and the language used in any extramural research proposals should make it clear whether their particular UC Ship Fund proposal has been selected or whether it has not yet been selected or submitted. <https://scripps.ucsd.edu/ships/uc-ship-funds-program>

### **Scripps/UCSD Owned Small Boats & small boats utilized under the auspices of UCSD**

The Division or project owning the boat is responsible for insurance and obtaining Small Boat Training for those using it. Inspection of small boats is the responsibility of the Scripps Scientific Diving Program. Information is here: <https://scripps.ucsd.edu/scidive/small-boating-safety-training>

### **Chartering Larger Vessels (30ft)**

Purchasing handles these transactions. The Contract and Grant Officer reviewing a research project proposing such a charter will expect to see details in the budget justification or other documents provided as part of the application. Note that inspection of such vessels is required.

<http://blink.ucsd.edu/buy-pay/goods/charter-vessel/#>  
<https://scripps.ucsd.edu/ships/using-non-unols-vessels>

### **Getting on someone else's boat ("Ship of opportunity")**

Researchers are sometimes invited on other's vessels or boats as a courtesy or as part of a collaborative research project. This is typically referred to as a "ship of opportunity" in a proposal and use of the vessel is at no cost to the SIO project. Compliance with minimum University standards is required regardless of the organization that operates the vessel, how the vessel is paid for, or where in the world the research takes place. If our Researchers board a vessel as part of their work, the vessel must meet our minimum standards.

Researchers are invited to consult with either SIO Ship Operations or the SIO Small Boating program when planning the proposal to ensure that there are no constraints or concerns with the arrangement. <https://scripps.ucsd.edu/ships/using-non-unols-vessels>

Even if a vessel is provided at no cost to a project, for vessels over 30 ft, the Chartered Vessel Cruise Plan questionnaire should be filled out and emailed to Stephen Keley, Marine Superintendent at [skeley@ucsd.edu](mailto:skeley@ucsd.edu) once the project is funded, so that the vessel can be evaluated. The form is available from the SIO Contract and Grant website.

Note that provision of this document is in addition to any Field Operational Plan that might be required. Additionally, a scientific diving plan might also be required.

Arrangements for the use of private yachts or other privately owned vessels - without fee - are still reviewed by Risk Management when the situation meets the criteria in which UCSD would otherwise be considered the chartering entity – i.e., when UCSD is the primary party responsible for the research conducted on the vessel, or we are the majority of the berths. After approval of the Chartered Vessel Cruise Plan by Ship Operations, the researcher's department should route the signed agreement for the vessel's use, insurance and vessel safety information, and the "Report of Charter" form to Risk Management. The report of charter form is found within this document (Vessel Charter Agreement – Exhibit A) at <http://blink.ucsd.edu/buy-pay/goods/charter-vessel/> - [Vessel-Charter-Documentation](#)

Sometimes, "free" shiptime is offered by a non-profit organization and proposals are solicited by the non-profit. Proposals for use of a such a ship should not be submitted without the researcher first consulting with their Business Office, regardless of whether or not the usage proposed is in conjunction with a sponsored research project. The Business Office should contact the Scripps Contract and Grant Office immediately if the researcher is contemplating this type of opportunity in the context of a sponsored research project.

In all instances, researchers are responsible for compliance with Export Control requirements. Guidance relating to work in international waters can be found here:  
<http://blink.ucsd.edu/sponsor/exportcontrol/researchers.html>