

Secrets to Success: How to Submit a UTCM Proposal



September 4, 2008



UTCM = The University Transportation Center for Mobility



- UTC Program
- Designated in SAFETEA-LU
- \$1.5 million for 4 years
- "Improving the quality of life by enhancing mobility"

more info: utcm.tamu.edu






How to Get UTCM Funding




- RFPP due by September 22, 2008
- Types of Projects
 - Research (inc. Education, Tech Transfer)
 - Education
 - Technology Transfer







Research Focus Areas

- Coast-to-coast and border-to-border mobility
- Rural public transportation
- Congestion management and mitigation
- Innovative financing








Helpful Hints Preliminary Proposals

Follow the Format!

- <http://utcm.tamu.edu/funding/rfpp.stm>


1. Project Name:
2. Participants
 - List the name and complete contact information of the PI and all co-PIs.
 - Only one PI.
 - Must show time for all PI and co-PIs on the budget.






Helpful Hints Preliminary Proposals

3. Is this a research, education, or technology transfer project, or a combination?
 - CLEARLY LINK TO FOCUS AREA
 - Research - student involvement, T2 component
 - Education - check on feasibility
 - T2 - outreach, conferences, etc.






**Helpful Hints
Preliminary Proposals**

4. Who are the project participants? Which agencies, departments or academic units are involved?

- Build relationships with TTI/academic units
- Provide \$\$ for participants (leveraged or grant)

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**Helpful Hints
Preliminary Proposals**

5. Why is this project important? What are the long-term implications of the project?

- Potential for activity beyond grant
- Does it build on existing programs or partnerships?
- Does it create new programs or partnerships?
- What are the related projects?

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**Helpful Hints
Preliminary Proposals**

6. What are you going to do? How will each project participant be involved?


- Who will be doing what and when?


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Helpful Hints Preliminary Proposals


7. How will project results be used?
8. How will you tell or show your results to others? Include a description of project deliverables and the timeline for delivery.
 - Make sure you have reasonable timeline






Helpful Hints Preliminary Proposals



9. How will you involve students?
 - Meaningful student involvement
10. How much will you spend (including indirect costs)? Will additional sources of funds (leveraging) be available? If yes, how much and from what sources? Indicate whether leverage will be in cash or in kind.
 - UTCM encourages leveraging
 - What is / is not leverage
 - Difference between leverage / related research
 - Budget form







Helpful Hints: Political Reality

- Earmark considerations










Helpful Hints Budgets


- Budget Worksheet on RFPP web page
 - <http://utcm.tamu.edu/funding/rfpp.stm>
- Suggested for use on Preliminary Proposals
- Do not submit the form; use for estimation only
- Help in completing a budget estimate:
 - TTI RDO – (Susan Adams) 5-9862






Budget DOs


- Include time (direct or leveraged) for every person named on the project
- Graduate and Undergraduate salary support is encouraged
- Use the going rate for assistantships in your department
- Include tuition as a separate item, pro-rated for the % effort on the project
- Show alternate sources of funding for a student as leverage






Budget DON'Ts


- No Computers, Printers, etc.
- No Permanent Equipment
- No Foreign Travel





Timeline

- **Sept 22** RFPP Submission Deadline
- **Sept 25 - Oct 13** Executive Committee and Advisory Board Reviews
- **Oct 27** Executive Committee Selects Projects for Formal Proposals
- **Nov 21** Formal Proposal Deadline
- **Dec 12** Notification of Awards





Questions?

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utcm.tamu.edu