

Getting Started on a UTCM Formal Proposal

Submission Deadline: Monday, November 16, 2009, 5:00 p.m.

LATE SUBMISSIONS WILL NOT BE ACCEPTED

UTCM Formal Proposals are accepted by invitation only, following a review of Preliminary Proposals (PPs). PPs are reviewed and ranked by the UTCM Executive Committee and Advisory Board. Based on these rankings and other criteria, Formal Proposals are invited by the UTCM Executive Committee and Director. Those who receive an invitation to submit a Formal Proposal should use the forms and instructions found on the UTCM web site at http://utcm.tamu.edu/funding/formal_forms.stm.

Some documents are made available in PDF format. You will need Adobe Reader to view them.

Formal Proposals may not exceed 7 pages, excluding additional forms, leverage documentation and budget pages.

UTCM Background

UTCM was designated as one of up to 60 University Transportation Centers nationwide by the passage of SAFETEA-LU in August, 2005. As such, UTCM is part of The University Transportation Centers Program (UTCP), which is administered by the Research and Innovative Technology Administration within USDOT. The mission of the UTCP is "To advance U.S. technology and expertise in the many disciplines comprising transportation through the mechanisms of education, research, and technology transfer at university-based centers of excellence." More information on the UTCP can be found at <http://utc.dot.gov/>. The UTCM operates under a UTCP grant of \$1.5 million/year for 4 years.

UTCM Theme

The theme of the UTCM is "Improving the Quality of Life by Enhancing Mobility." Formal Proposals should present ways to accomplish this objective through projects or programs in research, education and technology transfer.

Research Projects

UTCM research projects shall encompass one or more of the Center's four Research Focus Areas:

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

Detailed information on these focus areas may be found on the UTCM web site at http://utcm.tamu.edu/research/focus_areas.stm.

Education Projects

UTCM's education projects are intended to increase the quantity and, more importantly, the quality of graduates prepared to enter the professional transportation workforce. Examples of education initiatives that UTCM will support include:

Course Development. Awards will be made to develop new transportation courses. These would be proposed by faculty and professional staff and are intended to enrich courses available for students, as well as for professional development. It is anticipated that these may be replicated in transportation programs at other universities.

Program Development. UTCM will support awards for the development of new transportation programs. These could be within a department or interdisciplinary in nature. The grant would support the activities necessary for the development and approval of a new degree or program, including curriculum development and support for those shepherding the proposal through the process. The development of other types of education activities, such as short courses, outreach programs, or curriculum analysis and enhancement may also be supported.

More information on UTCM Education goals and programs may be found on the UTCM web site at <http://utcm.tamu.edu/education/>.

Technology Transfer (T2) Projects

Some of the T2 projects that will be considered for UTCM sponsorship include local, state and/or national conferences; professional development activities, including short courses, webinars, and online education; outreach programs for K-12 and higher education; diversity initiatives; and activities that enhance communications and opportunities for collaboration between transportation-related programs at TAMU.

More information on UTCM T2 goals and programs may be found on the UTCM web site at http://utcm.tamu.edu/technology_transfer/.

Formal Proposal Approval and Funding

Invited Formal Proposals are not guaranteed to be approved for funding. However, barring unforeseen circumstances, it is likely that your project will be approved for funding provided that you

- follow the required format and submission deadline;
- follow any specific instructions given to you by the UTCM; and
- otherwise structure the project like your Preliminary Proposal.

In addition to these provisions, the UTCM recognizes that the quality and on-time delivery of research products are of the utmost importance to the overall UTC research program. Accordingly, in the project

evaluation and selection process, funding may be denied to prospective PIs with a record of overdue or poor quality research products.

The UTCM will announce Formal Proposals selected for funding approximately December 11, 2009. The complete procurement cycle timeline can be found on the UTCM web site at <http://utcm.tamu.edu/funding/#procure>.

Helpful Hints

- UTCM seeks to provide lasting partnerships between TTI and the academic community. Therefore, proposals that provide opportunities for collaboration between TTI and the academic community are strongly encouraged.
- UTCM seeks to foster collaboration between academic departments and programs on the Texas A&M campus with an interest in transportation issues. Therefore, proposals that create partnerships between different departments and programs are strongly encouraged.
- UTCM encourages researchers to seek opportunities for leveraging funds. While leveraging is not required by the terms of the UTCM grant, proposals that leverage additional funding sources, especially those with long-term potential, are strongly encouraged.
- UTCM seeks to have a lasting impact on transportation. Accordingly, projects with deliverables that will continue to provide benefits beyond the life of the grant are strongly encouraged.
- If the Formal Proposal is for a research project, a clear link to one or more of the Research Focus Areas should be demonstrated in the proposal.
- All research projects sponsored by UTCM must have meaningful student involvement.
- All research projects sponsored by UTCM must have a technology transfer component.