

CEPS Engineering Initiative Request for Proposals:

Fiscal Year 2024 One-Time Funding

1. Summary and Funding Areas

The College of Engineering and Physical Sciences (CEPS) Dean's Office seeks proposals for One-Time Funding Grants of up to \$80,000. The College has set aside \$860,000 total for these grants. Awarded funds must be spent by May 31, 2024. These one-time funds may be used for a variety of items that support the goals of the Tier 1 Engineering Initiative, including:

- Repairs to equipment/instruments that were purchased by Engineering Initiative funds. This may be equipment/instruments used for research or for undergraduate teaching.
- Maintenance agreements for equipment/instruments that were purchased by Engineering Initiative funds. This may be equipment/instruments used for research or for undergraduate teaching.
- Purchase of new equipment/instruments for use in the College. This may be equipment/instruments used for shared research programs or for undergraduate teaching.
- Materials (including equipment) to support College-wide activities including but not limited to the UW Shop, the Innovation Wyrkshop and the Susan McCormack Center for Student Success.
- Other needs that would benefit from a one-time expenditure and support the goals of the Tier 1 Engineering Initiative

2. Timeline

RFP Issued: Friday November 10, 2023

Proposals Due: Wednesday January 10, 2024

Decisions: Friday January 26, 2024

Funding Spent: May 31, 2024 (all awarded funds must be encumbered)

3. Requirements:

- (a) Proposals may be submitted by members of any of the College's departments, the UW Shop, the Innovation Wyrkshop, and the Susan McCormack Center for Student Success.
- (b) A two-page proposal (12-point font, single-spaced, not including the budget) that provides:
 - (i) The project title
 - (ii) The name of the proposal team leader and names of all other members of the proposal team with their departments/units clearly identified.
 - (iii) The total amount requested (\$): One inclusive number. Provide the budget details in a later section. This amount must include shipping and other associated costs.
 - (iv) A project description that considers the review criteria noted in Section 4(c) below and specifically identifies *what* is being requested, *why* it is being requested, and *how* the proposal will benefit the College and further accomplishment of *one or more* of the four goals of the Tier 1 Engineering Initiative.
<http://www.uwyo.edu/ceas/engineering-initiative/letter-initiative.html>
 1. Excellence in Undergraduate Education
 2. World-Class Research and Graduate Education
 3. Productive Economic Development through Partnerships
 4. K-14 STEM Education

- (c) A one-page budget description and justification (in addition to the two-page proposal). This must include shipping and other associated costs. There are no indirect costs. Cost sharing is not required but may be included.
- (d) If equipment is requested, the budget description and justification must include confirmation from the College Facilities Manager, Steve Salmans (ssalmans@uwyo.edu or 766-6170), that space, power and other requirements are met to support the equipment.
- (e) The complete proposal (in a single PDF file) must be received in the CEPS Dean's Office (bagley@uwyo.edu) by 4:30 pm Wednesday January 10, 2024

4. Other Information

- (a) The goal is to fund as many proposals as possible that benefit as many activities in the College as possible. Requests of all sizes (up to \$80,000) will be considered.
- (b) Proposal teams consisting of two or more proposal team members are encouraged.
- (c) The review criteria are:
 - (i) How well the proposal furthers one or more of the Tier 1 Engineering Initiative goals (35 pts). Addressing more than one goal is not required.
 - (ii) The extent to which funding cannot be readily obtained from other sources (25 pts).
 - (iii) How well the proposal demonstrates the participation of the proposal team members (25 pts). There is no minimum or maximum number of proposal team members.
 - (iv) The extent to which funding does not duplicate previous awards or existing infrastructure in the College (15 pts).
- (d) The review committee will be the College's three Associate Deans and the College's Director of Business Operations. This committee will review all the proposals and provide a rank-ordered list of the proposals for funding to the Dean for his decision.
- (e) Please contact David Bagley (bagley@uwyo.edu) if you have any questions about this funding opportunity.