National Center for Sustainable Transportation

CALL FOR PROPOSALS FOR
UC RIVERSIDE FEDERAL RESEARCH GRANTS

CFP Issued: October 27, 2020
Cover Pages Due: 5:00 PM, Monday, November 16, 2020
Projects chosen for further consideration announced: November 19-20, 2020
Proposals Due: 5:00 PM, Monday, December 7, 2020

PROPOSAL CONTENT
Due, 5:00 PM, Monday, December 7, 2020
Proposals must include the following:

1) Cover page – see attached template
2) Title page and abstract (not to exceed 2 pages)
3) A description of proposed research - **not to exceed five pages, single-spaced, with minimum 11-pt font and 1" margins**. Include page numbers on each page. The description of the research **must** include the following subheadings:

   - *Project Purpose*: Give a brief description (no more than 1 page) of the problem the project will address and state the goals of the project in relation to this problem. For collaborative projects, explain the purpose and value of the collaboration.
   - *Relevance to the theme of the UTC*:
     o NCST Applications: Briefly describe (no more than ½ page) how achieving the goals of the project will help to enhance the sustainability of the transportation system.
   - *Methodology*: Give an overview (2-2 ½ pages) of the methodology to be employed and key features of the approach in sufficient detail that reviewers can evaluate your approach. In particular:
     o If the study relies on existing data, describe the data to be used and its sources.
     o If the study involves original data collection, explain the methods for collecting data, including site selection, sampling, and measurement methods (e.g. observations, surveys).
     o If the study involves the development of a model, explain the process for developing as well as validating the model.
     o If the study involves the application of a model, explain the nature of the model in terms of inputs and outputs as well as its internal workings (briefly, in easily understandable terms).

- o If the study involves scenario testing, explain the process for defining the scenarios.
  - *Task Descriptions*: Provide detailed descriptions of each of the distinct tasks of the project (½ – 1 page) and include a Task Schedule timeline. **Compliance with the project's data management plan must be included as a task and sufficient time allocated to complete the task.**

    For collaborative proposals, provide a clear explanation of which tasks will be completed by which partner, and indicate the degree to which tasks are dependent on each other; please use a table to present this information. For two-year proposals, indicate which tasks will be completed by the end of Year 1 and provide a clear justification for a two-year request.
  - *Products and Deliverables*: Products and deliverables must include but are not limited to a final research report and 2-page Policy Brief. Two-year proposals must specify a stand-alone deliverable due at the end of Year 1.
  - *References* (not included in the 5-page limit)

4) A policy and practice impact plan – **not to exceed one page, single-spaced, with minimum 11-pt font and 1" margins**. The plan must include the following subheadings:
   - *Relevant Policies and Agency Activity*: Provide a brief description of the current or anticipated government agency activity relevant to your research (including regulations, pending legislation/decisions, specific federal agency plans/initiatives, protocols or standards, etc.). Describe the need, opportunity, and/or urgency for science-based input to inform policy or practice development, and the probable impacts your research will have.
   - *Engagement Strategy*: Provide description of how you will communicate the research and engage with policy-makers and/or practitioners to maximize the impact and understanding of your research. Description should include: target audience for your research (e.g., public agencies, industry, environmental NGOs, etc.) and planned engagement activities (e.g., providing briefing(s) to state and/or federal policymakers, presenting via NCST webinar, establishing an external advisory board for your project). PIs are expected to include funding in their budget to support engagement activities.

5) Project Budget – use template provided; **submit as an Excel document as a separate attachment**. For two-year projects, include separate Year 1 and Year 2 budgets. For collaborative projects, include only costs to be incurred at UC Riverside; do not include non-UC Riverside researchers.

6) Staffing and Collaboration Plan – **not to exceed one page**. The plan must include the following:
   - Describe the proposed role of each of the research participants, including student participants, including both budgeted and pro bono time on the project.
   - Describe project-related collaborations with other UC Riverside researchers, researchers at the partner institutions of the NCST, and/or other organizations.

7) 2-page CV for the Principal Investigator and any Co-PIs.
8) Letters of participation, or match funding commitment (if applicable, attached, any number and length). Letters of participation are required for any project that involves data collection from private or public entities, access to private or public facilities, or cooperation of private or public entities.

Based on preproposal acceptance the week of November 16, 2020, full proposals are due no later than 5:00 PM, Monday December 7, 2020. Submit your proposal (as a single PDF file, including the cover page) and your budget (as an Excel file) via email to jbarber@cert.ucr.edu. Any comments or explanations in the email will not be recorded; email comments or explanations to UCR Program Manager Jill Barber (jbarber@cert.ucr.edu) or NCST Program Manager, Lauren Iacobucci (Liacobucci@ucdavis.edu).

The NCST will reject proposals that: (1) are submitted without previously submitting a completed cover page by the above deadline; (2) are received after the deadline; (3) do not conform to eligibility requirements; (4) are incomplete; or (5) do not conform to thematic requirements. Please note that all proposals must include a budget; proposals submitted without budgets will be determined to be incomplete and rejected.