



Space Research Initiative Call for UCF Proposals 2013

Release Date: 26 April 2013

Due Date: 31 May 2013

Awards by : 15 August, 2013 (subject to availability of funding)

PROPOSAL Template and Format

Cover Page containing the following:

Proposal Title:

Principal Investigator/ UCF department:

Telephone:

Email :

Co-Investigators:

[INSERT NAME, AFFILIATION(S), & CONTACT INFO HERE FOR EACH]

Project Start and End Dates:

Proposed Cost to SRI: Total \$

UCF \$

UF \$

Other \$

For previously funded SRI awardees (SRI 2012-A and SRI 2012-B cycles), please provide the following information relating to awards / proposal submissions which have resulted due to your SRI award:

Agency	Amount	Funded / Proposed	UCF RID #

Abstract/Overview. Start as a new page and limit to one (1) page, summarizing each proposal element below.

Project and Approach. Describe the proposed project, its technical content, context, strategic value to UCF, and each task within the project. Limit to five (5) pages. Be aware that reviewers of your proposal may not be expert in this particular area of research.

Management Plan. Limit to two (2) pages. Include a project schedule and timeline, by task, and show deliverables.

Facilities, Software Tools, and Equipment. Describe the required facilities and equipment for the proposed project, making clear what facilities, software tools, and equipment is already available and what must be procured/otherwise obtained (and if so, nature and source of such procurement) to carry out the proposed project. Limit to two (2) pages.

PI and Team. Describe the qualifications of the PI and each CoI, limited to one (1) page for each person, include URLs of PI and team web pages on their bios.

UCF-UF Collaboration. Describe any such collaboration, limited to one (1) page.

External Funding Opportunities. Include the specific funding agency/company (preferably letter of Interest / Program details etc.) and the specific opportunities planned to be proposed for by the end of 2014 as a result of the proposed SRI funding, the win likelihood for each, the proposer's past experience with this specific agency/company, and their strategic importance to UCF's (and if appropriate, UF's) space portfolio. Additional credit toward selection will be given to proposals that demonstrate interest in their area of work by an external funding source through support letters of interest or other concrete measures indicating the planned proposals address funding agency priorities. **Proposals that do not address external funding opportunities in detail will not be selected.** Limit to two (2) pages.

Reference citations should be collected together at the end of the proposal.

Budget. Start as a new page and describe the budget to support your project. Include the following breakdown:

- I. *Labor* – List investigators and support staff and percent effort of each.
- II. *Equipment* – Identify equipment purchased under this award.
- III. *Subcontract Costs* – Identify consultants or subcontracts, if applicable. Do not list UF or UCF costs as a subcontract line item. Show UF or UCF costs in a separate column by category.
- IV. *Materials* – List materials that will be purchased under this award.
- V. *Travel* – List locations and justification of travel.
- VI. *Indirect Costs* – No indirect is allowed for these projects.
- VII. *Cost Share* – Note: No cost share is required for this effort.