



Colorado State University

**Office of the Vice President for Research
Office of the Vice President for University
Operations, Facilities Management**

*Request for Applications: Institutional Research Facilities
Improvements – Planning for the Future*

SYNOPSIS OF THE PROGRAM

The Office of the Vice President for Research (OVPR) and the Office of the Vice President for University Operations (OVPUO) Facilities Management (FM) have partnered to enable significant FY17 and FY18 investments in research facilities improvements, in alignment with the first phase of the CSU Research and Scholarship Success Initiative (RSSI), and with a view toward future research focus, growth, and success. This program is focused on identifying critical research facilities renovations, alterations, repairs, and other facilities improvements that will specifically catalyze broad-based future research opportunities. This includes, but is not limited to, requests for needed improvements to: meet anticipated research growth; catalyze future research in strategic areas of focus; build core or center capacity; provide for facility maintenance (e.g., mechanical and electrical improvements for research labs currently hindered by the spatial environment); renovate facilities to meet needs for new equipment installations; or meet future regulatory requirements. Funding for this program is one-time monies for direct infrastructural facilities improvement or renovation needs only.

PROGRAM FUNDING

Approximately \$2M is available for this RFP. The maximum request for a single application is \$500K, including all leveraged funding. While this RFP does not specifically require cost-sharing, applications bringing additional departmental or college resources to bear will be viewed favorably. Each application must include a detailed budget opinion from Facilities Management for the proposed project. Awards will be made in FY2017, and funds provided will be allocable through FY2018.

Please contact Mark Wdowik (Mark.Wdowik@ColoState.EDU) in OVPR or Tom Satterly (Tom.Satterly@colostate.edu) in FM for further program information or clarification.

DEADLINE

Applications must be submitted to VPR Nominations (vpr_nominations@Mail.ColoState.EDU) by 5PM April 1, 2017.

APPLICATION AND SUBMISSION INFORMATION

Formatting, all sections: single-spaced, 11-point Times New Roman font, with 1" margins.

Applications are limited to 4 pages; budget opinions, attachments, and line drawings are not included in this page limit.

Applications should include the following elements:

1. Project Summary/Abstract: Not to exceed 1 page (out of the total 4 pages). The abstract should briefly describe the scope of the project, its benefit and impact to the research infrastructure, and how the need for this project is aligned to the overall goals of the funding program.
2. Project Narrative: The Project Narrative should include Specific Aims, Background, Significance and Need, and Design Considerations. Begin each section with a header.

Specific Aims: State the specific goals set for the renovation project. In particular, describe the physical research area affected by the project, including its square footage. State how the project will contribute to the research infrastructure and aligns with this funding program's goals.

Background: Describe the facility, which is to be modernized or built, in the context of the research that is being/will be conducted.

Significance and Need: Present the status of the facility to be renovated in the context of the number of users it will serve, and the overall research program. Briefly describe the space that will be improved by the project funding: address current deficiencies and how the planned project will correct these deficiencies and benefit long term, successful research and/or team science. Briefly explain how current and future research needs will be accommodated by the proposed improvements. Describe the modifications to the existing facility to accommodate the proposed functions. Costs of equipment purchase, installation, and maintenance are not allowable costs in this RFA. Explain how the

proposed project, if accomplished, will contribute to research activities, expand research capabilities, or modernize research infrastructure. Applications must include an analysis of competitiveness in the areas of research investment proposed (e.g. infectious disease, big data, materials research, humanities, social science research, team science, etc.), and how this proposed project contributes to CSU's future competitiveness in this area.

Design Considerations: Describe the architectural and engineering design of the project. Provide sufficient details about its implementation, including any technical challenges that will need to be overcome.

3. Required Attachments (not included in the 4-page limit)
 - a. Provide a table that identifies the size and square footage of the space that will be impacted by the project.
 - b. Provide a table that lists all active and pending grant proposals that will benefit from the proposal, and identify the faculty that are, and will be, using the renovated space.
 - c. Provide line drawings of proposed alteration and renovation. These do not need to be architectural drawings, and can be sketches. They must fit on an 8.5 x 11 sheet of paper and be legible with a scale.
 - d. Provide a detailed budget opinion from Facilities Management and justification. Proposals without a budget opinion will be considered incomplete and will not be reviewed. For further information, please contact Barry Willier in Facilities Management at barry.willier@colostate.edu or 970-491-6567.
 - e. Provide a budget breakdown that clearly shows the total project costs, the amount being requested under the application, and all amounts being provided as cost share by departments, colleges, donors, or corporations. Costs of equipment, installation, and maintenance are not allowable costs in this RFA. Note: All leveraged funding (cost share) must exist at the time of application submission – or at a minimum, the project must have secured letters of commitment guaranteeing leveraged support if and when the project is approved.
 - f. Photos of existing facilities (optional).

REVIEW PROCESS

Applications will be evaluated in two stages. First, an ad-hoc review committee will select the top applications for further consideration. These top applicants will be then asked to present a 5-minute overview of the proposed project to the selection committee in an open forum format. Presentations should focus on need and impact: how the projects will catalyze new and amazing research outcomes.

Following the presentations, the selection committee will provide a list of recommendations to the VPR and VPUO for consideration, and the VPR and VPUO will jointly make the final award decisions.

APPROXIMATE TIMELINE

Application Deadline (including budget opinion from FM)	April 1
Review Committee, Initial Selection	April 15
Open Forum Presentations	April 24
Announcement of Selected Projects	May 1

REVIEW CRITERIA

Selection will be based on demonstrated need, alignment with program goals stated herein, and the amount of leveraged resources from departments, colleges, donors, and corporations.