

CEPS Engineering Initiative Request for Proposals:

Fiscal Year 2024 Renovations Funding

1. Summary and Funding Areas

The College of Engineering and Physical Sciences (CEPS) Dean's Office seeks proposals for Renovations Funding Grants of up to \$80,000. The College has set aside \$765,000 total for these grants. Awarded funds must be committed by May 31, 2024. The College recognizes that renovating facilities is expensive and funds for renovation are rarely available through other funding sources. Therefore, funds from these grants are to be used solely for renovating facilities in the College to improve their functionality

2. Timeline

RFP Issued: Friday November 17, 2023

Proposals Due: Friday January 19, 2024

Decisions: Friday February 2, 2024

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

3. Requirements:

- (a) All units in the College are eligible to apply for these grants.
- (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) Two budget numbers: The total project amount (\$), including all funding sources, and the amount requested (\$) from the College (these will be the same if there is no matching funding). Provide the budget details, including details of matching funding, in a later section.
 - (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 clear budget description and justification (in addition to the two-page proposal). The budget description must include the following components:
 - (i) Confirmation from the College Facilities Manager, Steve Salmans (ssalmans@uwyo.edu or 766-6170), that the space to be renovated has been allocated from the College for the proposed or ongoing uses.
 - (ii) A Request for Estimate (RFE) with Parts I and II completed. The RFE is available at the UW Operations page (<https://www.uwyo.edu/uwops/request/index.html>)
 - (iii) While not required, matching funding is recommended and will be considered during review.

- (iv) If matching funding is included, include a letter from each entity providing funding that expresses their support for the project and confirms their commitment to provide funding.
- (v) There are no indirect costs.
- (vi) There is no page limit for the budget description and justification section.
- (d) The complete proposal (in a single PDF file) must be received in the CEPS Dean's Office (bagley@uwyo.edu) by 4:30 pm Friday January 19, 2024

4. Other Information

- (a) The goal is to fund as many renovation proposals as possible. Requests of all sizes (up to \$80,000) will be considered.
- (b) Proposal teams may consist of one or more proposal team members.
- (c) The review criteria are:
 - (i) How well the proposal furthers one or more of the Tier 1 Engineering Initiative goals (40 pts). Addressing more than one goal is not required.
 - (ii) How well the proposal demonstrates that the proposed renovations are needed, as opposed to lower cost alternatives (25 pts) .
 - (iii) How well the proposal leverages other sources of funding (20 pts). Matching funding is not required but is strongly encouraged.
 - (iv) The extent to which the proposed renovations do not duplicate 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.