West Virginia EPSCoR

Announcement

State RFP

U.S. Department of Energy

Experimental Program to Stimulate Competitive Research

(DOE EPSCoR)

State Implementation Grant Competition

June 13, 2013

The U.S. Department of Energy’s EPSCoR program office may soon release a request for proposals (RFP) for State Implementation Grants. WVEPSCoR will be permitted to submit one proposal in response to the RFP. Anticipating the possibility that DOE may establish a submission date of October 1, 2013 for proposals, WVEPSCoR is requesting Concept Proposals with the goal of down-selecting to one research team as the State’s authorized representative by mid-August. The purpose of this document is to announce this solicitation and to outline how Concept Proposals will be solicited and evaluated.

Overview of DOE EPSCoR State Implementation Grant Program

Awards under the DOE EPSCoR State Implementation Grant program are intended to improve a state’s research infrastructure. Awards are also intended to support a group of scientists and engineers including graduate students and post-doctoral fellows working on a common scientific theme. Collaboration with other EPSCoR states or territories is encouraged. These awards are not appropriate mechanisms to support individual faculty science and technology research projects.

Awards are typically made for three years with a possibility for an additional three-year renewal if sufficient progress is made and funding is available. Under the last RFP issued in 2011, research teams were eligible to request annual budgets in the range of $1 million to $2.5 million. The amount of funding available for the 2013 solicitation will be dependent on congressional appropriations.

WVEPSCoR Concept Proposals Solicitation and Schedule

WVEPSCoR invites interested research teams to submit Concept Proposals for evaluation by a panel of experts serving in an advisory capacity to West Virginia’s EPSCoR State Project Director. The content of the Concept Proposals is not as detailed as will be required for submission to DOE EPSCoR in order to reduce the preparation burden on research teams. However the review panel will employ criteria historically used by DOE for selecting a team to submit West Virginia’s proposal to the national competition. Therefore, research teams are advised to prepare their Concept Proposals in reference to the DOE requirements.

The schedule for the WV EPSCoR State RFP program is summarized as follows:

Letter of Intent: Due July 12, 2013 (mandatory)

Concept Proposals Submission: Due July 29, 2013

Following receipt of the Concept Proposals, WVEPSCoR will undertake a written review of all the proposals submitted. Higher ranking research teams submitting Concept Proposals considered to be nationally competitive will be invited to make oral presentations to the review panel. The selection of the designated research team will be made by the WVEPSCoR State Project Director. WVEPSCoR plans to complete the selection process by August 15, 2013 to allow the designated team sufficient time to prepare a quality proposal. WVEPSCoR will solicit commentary from experts on the draft proposal for feedback to the research team before the DOE submission deadline.

Letters of Intent

Letters of intent are mandatory and will be used to recruit members for the expert review panel. Instructions on preparation of Letters of Intent are provided below. The items illustrated with the (\*\*) are mandatory. The other items, if provided, will be used to advise proposers regarding attributes that will be needed for a successful evaluation of their Concept Proposals.

* *\*\* Title of Proposed Research* This section should be on one (stand-alone) page and contain the title of the proposed research and the contact information of the person submitting the letter of intent.
* *\*\* Description of Research Program* This section is limited to a maximum of two pages. Relevant information for this section includes:
  + \*\* Brief description of the research and its relevance to DOE’s mission
  + Collective expertise of the team in the chosen research area
  + Brief overview of the management plan for the research
  + Evidence of prior working relationships among team members
  + \*\* Collaborations with other EPSCoR States or industry, if any
  + Description of current research facilities and/or facilities to be funded under the research award
  + Estimate of funding required from DOE for the three year period of the award and matching cost sharing, if any
* \*\* *Anticipated Team Membership*  This section is a listing of the anticipated team leader and team members, including organizational / departmental affiliation, limited to a maximum of three quarters of a page
* \*\* *Points of Contact*  This section is a listing of points of contact for the team. A primary point of contact and two back-up personnel such as one additional research team member and an administrative staff member are recommended. Limited to one half a page.
* *DOE Program Office Relevant to Proposed Research* This section requests identification of the DOE Program Office relevant to the topic of the proposal and identification of a contact person in that office (if known). Describe working relationships between the team and the contact person, if any. A list of program offices is available at: <http://energy.gov/offices> under the heading “Offices.” Feedback on the choice of DOE Program Office, if included in the Letter of Intent, will be provided to the team as an aide in choosing an appropriate office. Limited to half a page.

Procedure for Submitting Letters of Intent

Letters of Intent should be submitted electronically in PDF format. Please work within your respective institutions to determine if any administrative approvals are required or if any internal schedules are established regarding proposal submissions.

Letters of Intent should be submitted to the following persons by July 12, 2013 at the email addresses listed below. The title of your email subject header should be:

2013 DOE EPSCoR Letter of Intent

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| --- | --- |
| Jan R. Taylor | Richard A. Bajura |
| WVEPSCoR Project Director | Program Coordinator |
| West Virginia EPSCoR | DOE EPSCoR Programs |
| Division of Science and Research | National Res. Cntr. for Coal and Energy |
| WV Higher Education Policy Commission | West Virginia University |
| 304-558-4128 Ext. 3 | 304-293-6034 |
| Jan.Taylor@wvresearch.org | Richard.Bajura@mail.wvu.edu |

Please contact Richard Bajura if you have an interest in attending a workshop on preparing Concept Proposals or wish to have your name added to a mailing list for information about the WVEPSCoR Concept Proposals solicitation process.

Information Relevant to Preparing Successful Proposals

Announcements, schedules, updates, and answers to questions posed by research teams will be coordinated by WVEPSCoR and the WVU National Research Center for Coal and Energy (NRCCE). The web site coordinated by NRCCE will contain all information posted for the State RFP competition. This web site is:

<http://wv-doeepscor.nrcce.wvu.edu>

WVEPSCoR will also post major information items on its web site. The WVEPSCoR web site is:

<http://www.wvresearch.org/archives/7343>

Email distributions (original format) of this Announcement will include the following attachments for information and use:

*DOE EPSCoR Funding Opportunity Announcement for 2011* - This document is DOE’s call for proposals that was issued for the previous competition in 2011. The call for proposals for 2013 is expected to be substantially the same except for due dates and funding levels.

*DOE Merit Review Criteria – Observations from 2011* - This document is a compilation of observations based on lessons learned from previous competitions.

*Review Panel Evaluation Table – 2011* - This excel spread sheet file illustrates the template used by the 2011 review panel for its written review of Concept Proposals. This information is useful in illustrating the kind of information WV EPSCoR is seeking in its evaluation of Concept Proposals submitted to this year’s State competition.

These files will be available on the NRCCE and WVEPSCoR web site. A template for the preparation of Concept Proposals will be posted on or before June 29, 2013. Additional information such as schedules for workshops or responses to questions asked by research teams will also be posted on the NRCCE site.

For discussion about the information on the NRCCE site, please contact:

Richard Bajura

[Richard.Bajura@mail.wvu.edu](mailto:Richard.Bajura@mail.wvu.edu)

304-293-6034

Or

Trina Wafle

[TKWafle@mail.wvu.edu](mailto:TKWafle@mail.wvu.edu)

304-293-6038

Sharon Belmaggio provides staff support to Bajura and Wafle and can be reached at 304-293-6036.