

NEW DCP INITIATIVES: INSTRUCTIONAL AND RESEARCH EQUIPMENT GRANTS

Request for Proposals

Introduction: The College of Design, Construction and Planning is pleased to announce an internal competition for instructional and research equipment grants that advance the educational or research objectives of DCP. Equipment should meet one of the following criteria:

- Establish new research capabilities or enhance current research capabilities of the DCP applicants;
- Enhance the college's ability to educate future architects, planners, interior designers, landscape architects, and construction managers using the latest available technology in their profession.

Funding Provision: The College will provide up to 5 grants of \$10k each to purchase equipment that advance the research and/or educational objectives of DCP.

Funding will be available from March 1, 2017 and equipment should be purchased within 6 months of this date.

PI Eligibility: All full-time faculty in the College of Design, Construction and Planning are eligible to apply for the instructional and research equipment funds.

Submission Details: For full consideration, proposals should be submitted by 5 p.m. ET on **January 27, 2017** to Theresa Sanchez (tsanchez@dcp.ufl.edu). Please include 'DCP instructional and research equipment funds' on the subject line. Funding decisions will be made by **March 1, 2017**.

Proposals should be submitted in a single PDF file and should include the following:

1. *Equipment Description:* This should include: description of equipment, description of proposed usage of the equipment, a listing of the faculty that will use the equipment, potential external funding opportunities related to the equipment, a summary of the research projects and/or courses (and associated faculty) that will be supported by purchasing the equipment. The equipment description, including photos (if available), specifications, and performance data should not exceed 6 pages in length, using a minimum 11 point font.
2. *Proposal Budget and Purchase Timeline:* Each proposal must include an estimate of cost of purchasing, installing, and making the equipment ready to operate. The timeline for the purchase should also be specified.
3. *Repair and Maintenance:* Each proposal must include an estimate of annual costs of operation (including materials and supply), repair and maintenance of the equipment and a pledge from the unit director/chair to provide the needed funds for such expenses.

Proposers can include one additional page for the budget and repair/maintenance costs.

Where the proposed equipment is intended to replace an existing but outdated/unserviceable equipment, a one-page statement should be included summarizing the state of the current equipment and why a replacement is necessary.

Proposal Review Criteria: Proposals will be reviewed by an ad-hoc committee of three professors from within DCP. The ad-hoc committee will make funding recommendations to the Dean and Associate Deans, who will make final funding decisions. Review criteria for proposals include the following:

- Adherence to the proposal guidelines and criteria;
- Impact of the proposed equipment in supporting instructional programs AND/OR establishing new research capabilities or enhancing current research capabilities of the DCP faculty;
- The extent to which the proposed equipment supports several faculty and/or programs

Final Reporting Requirements: proposers are required to submit a three-page final report by **June 1, 2018**. Final reports should include the following:

- Project accomplishments including potential funding opportunities, creative scholarship or pedagogical benefits.
- List of the DCP faculty who regularly use the equipment for instruction or research.
- The courses within the college that the equipment was used and number of students in each course.
- Plan for future use of the equipment¹.

Questions regarding this Request for Proposals should be directed to Dr. Abdol Chini (Acting Associate Dean for Undergraduate Education and Facilities) at chini@ufl.edu.

¹ Equipment will remain property of the home unit of the proposer.