

GRANT PROPOSAL GUIDE
CONCRETE RESEARCH COUNCIL
of the ACI Foundation

PREFACE

This grant proposal guide provides assistance to researchers for the preparation and submission of proposals to the Concrete Research Council (CRC) of the American Concrete Institute (ACI). Members of the CRC are not allowed to submit proposals.

CRC Mission Statement

Advance the knowledge and sustainable aspects of concrete materials, construction, and structures by soliciting and selecting research proposals, assisting in financing them, guiding the research and publishing results, in coordination with ACI technical committees, where possible.

REQUIRED PROPOSAL CONTENTS

Proposals submitted to the CRC shall consist of a title sheet in the format specified below, a main body describing the proposed work, and attachments as described below:

Title Sheet:

ACI CONCRETE RESEARCH COUNCIL
RESEARCH PROPOSAL
Submitted by (name, organization)

CRC Index No.: (Assigned by CRC)

Issued: (month, date, year)

Project Title:

Principal Investigator(s):

Research Organization(s):

Contact Information:

Main Body:

Research Objectives:

Significance of Project:

Utilization of Results by ACI Committee(s): (Consult the Chair of the ACI committee requesting/supporting the research)

Project Description: (5-page limit)

Project Tasks: (Including Reports and Time Table)

Funding: (Include funding requested of/by other organizations and funding requested of CRC)

The main body of the proposal should be no more than five (5) single-spaced pages using 12 point font, including tables and figures, and should consist of at least the following:

1. Objectives and scientific, engineering, or educational significance of the proposed work;
2. Potential benefits of the proposed work to the ACI technical and educational committee activities and/or to the concrete industry;
3. The proposed work should be described in sufficient detail for reviewers to understand how the research will be carried out;
4. Project schedule and deliverables. As a minimum, the project investigator will provide a project status report in writing prior to and/or by oral presentation at the Fall and Spring ACI Conventions and a final written report at the conclusion of the project; and
5. Total project budget with funding requested from CRC clearly indicated. Project investigators are strongly encouraged to seek supplemental co-funding from other sources to complement CRC funding. Other already-received or planned sources for cost sharing should be indicated. To assist researchers in their requests, typical funding levels from CRC have ranged from \$10,000 to \$20,000 in a lump-sum payment.
6. **Cost Sharing Requirements:** Cost sharing is required to support and sustain ACI CRC sponsored research. The lead agency (university or company) is responsible for securing, retaining, managing, certifying and delivering of cost sharing. The total level of cost sharing is the responsibility of the lead agency, but can include contributions by any or all of proposed project partners. As a minimum, cost sharing will include indirect costs on the funds required from ACI CRC. Indirect costs are to be computed at the federally-audited rate for academic institutions or 50% for companies. Cost sharing is not a review criterion, but is an eligibility criterion for any proposal to be considered. The proposed cost sharing must be shown in the proposal budget.

Supporting Information

Supporting Information: (Include letters of support from chair(s) of ACI Committee(s))

Attachments to the proposal should consist of the following:

1. Letters of support from within ACI technical and educational committees and/or the concrete industry are required;
2. References cited; and
3. Qualifications of the investigator(s) and/or institution(s). Biographical sketches are limited to two pages per investigator, and should include professional preparation, appointments, publications (up to five relevant), synergistic activities, and collaborators and other affiliations.

ADDITIONAL INFORMATION TO AUTHORS

CRC Research Priorities/Proposal Grading Evaluation Criteria

CRC research proposals will be evaluated using the criteria below:

1. What is the relative impact of the research to the ACI and the Concrete Industry?
2. Is the research required for a publication of a technical committee of the ACI?
3. Is there a supporting letter from the relevant ACI technical committee Chair indicating the importance/impact of the research to the committee, the ACI and the concrete industry?
4. Is there a significant co-funding source identified for the proposed research and what is the potential for additional external funding beyond the proposed research?

Where to submit proposals:

Proposals should be submitted electronically to the CRC Secretary (Joe Bracci, j-bracci@tamu.edu) and ACI Staff for CRC (Chris Darnell, Chris.Darnell@concrete.org)

CRC Letters of Endorsement and Assisting Investigators without Co- Funding

Investigators seeking a letter of endorsement from the CRC for their proposal to external funding agencies or financial support for their research related to the concrete industry without significant co-funding should contact ACI Staff for the CRC (Chris Darnell, chris.darnell@concrete.org).