

**Request for Proposals
From the University of Maryland
Center for Integrated Transportation Systems Management**

Background and Description of Research

The University of Maryland's Center for Integrated Transportation Systems Management (CITSM) is soliciting research proposals aligned with its theme of integrated management and operation of transportation facilities and corridors. The CITSM is a University Transportation Center supported by the US Department of Transportation (USDOT) Research and Innovative Technology Administration (RITA). Additional information about the Center and its research agenda is provided in the CITSM Strategic Plan.

Research proposals submitted in response to this solicitation must fall within the scope of the CITSM as described in section I.B.2 of the Strategic Plan. The maximum funding available from the CITSM for each project is \$75,000 per year, although funding from other sources may be combined with the CITSM funds to leverage the research activity. Projects may be one, two or three years in duration. However, multi-year projects must be structured such that a deliverable product is provided at the end of each year with funding for subsequent years contingent on the successful completion of the previous year's work.

The University Transportation Center program requires that all Centers identify non-Federal matching funds in an amount equal to the funding provided by the USDOT. For this reason, proposals that include the use of non-Federal matching funds may receive favorable treatment (see evaluation criteria below). If a multi-year project is proposed, non-Federal matching funds may be contributed to any or all of the project years. A commitment of these funds must have been received in advance of the closing date of this announcement for the non-Federal match to be considered as part of the evaluation process. Non-Federal matching funds received for research related to that which is proposed may also be "counted" as part of the contribution providing that these funds have not yet been expended.

Proposal Submission Process

Proposals must be delivered to the Department of Civil and Environmental Engineering (Room 1173G Martin Hall) by 4:00 PM Friday, August 15th. Late proposals will not be considered.

Proposals must be no longer than seven pages, presented in 11 point font or larger. The page limit includes all bibliographical summaries and descriptions of staff experience (see below). The page limit also includes all figures, tables, appendices and all other ancillary materials. The dimensions of each page must be no greater than 8 ½ by 11 inches. Footnotes, legends or labels associated with the tables or diagrams, and other information which is ancillary to the main text, may be presented in a font size smaller than 11 point font – provided that any such smaller font is fully legible.

Proposals shall include the following sections, provided in the order listed:

- Problem Statement including definition of whether the research is considered basic, advanced or applied.
- Relevance to the CITSM theme
- Anticipated Outcomes – including description of deliverables
- Related experience
- Staffing – Identification of the Principal Investigator and one paragraph summaries of the experience of any project participants other than UMD faculty and students
- Schedule showing dates of deliverables
- Budget – if matching funds are to be used to supplement CITSM funding, the source and amount of these funds should be clearly identified.

It is essential that the review process and evaluation criteria described below, be taken into consideration when preparing your proposal.

Proposal Selection Process

Proposals will be screened by the CITSM Steering Committee. Proposals that do not meet the requirements of this Solicitation will be eliminated from further consideration.

The screened proposals will be submitted to a review panel made up of approximately ten experts from academia, government and industry. All members of the panel will review every proposal to assess the degree to which it meets the evaluation criteria listed in the following section.

Every effort will be made to ensure that the panel is made up of individuals with a range of technical knowledge that spans the potential subject areas being proposed. However, it is unlikely that all panel members will have in-depth knowledge of all of the subject areas being proposed. For this reason, it is important that proposals be prepared at a level of detail that will be understood by individuals with specialties other than those in the subject matters being proposed.

The steering committee will make a final selection of research projects based on the assessments and recommendations of the review panel and of its available budget. Members of the steering committee who might have submitted a proposal will be excused from discussions related to their submission.

It is anticipated that this process will require six weeks until final selections can be announced. This process will be repeated annually.

Evaluation Criteria

The review panel will be asked to evaluate proposals using the following criteria:

1. Alignment of proposed effort with Center's theme
2. Quality and intellectual merit of the research proposal
3. Potential benefits to society that would result from successful completion of the work;
4. Relevance of proposed effort with regional and national transportation agendas, including Department of Transportation priority areas;
5. Qualifications of the investigators;
6. Appropriateness of the proposed budget;
7. Number and role of students involved in the research work;
8. Principal investigator's performance in prior projects;
9. Balance between basic and applied research
10. Likelihood the proposed work can be completed in proposed timeframe and within proposed budget
11. Use of non-Federal matching funds to supplement CITSM funding

Intent to Propose and Questions

If you intend to respond to this solicitation, please send an email to Phil Tarnoff (tarnoff@eng.umd) indicating that your intent to submit a proposal. This is not a mandatory requirement, except that by doing so you will be assured of receiving responses to questions and modifications (if any) to the solicitation.

Questions must be submitted by email to Phil Tarnoff. Both the question and the response will then be emailed to everyone that has submitted an email of their intent to propose.