

K-State University Transportation Center (KSUTC) Project Solicitation Process and Schedule

General

With the following exceptions, the KSUTC research project solicitation process and schedule is identical to the K-TRAN (KDOT) process and schedule, as described in the K-TRAN Procedures Manual. See http://www.ksdot.org/bureaus/burMatrRes/PDF/K-TRAN_University_Research_Program.pdf

In addition, all KSUTC Research Projects must comply with KSUTC Newsletter and Annual Report reporting requirements as specified by the KSUTC Director and other general UTC Reporting Requirements. See <http://utc.dot.gov/REPRQMTS.html>

The basic K-TRAN annual timeline related to solicitation and program development is summarized below

Request for K-TRAN Research Project Statements	Nov. 1
Deadline for Research Project Statements (RPS) on campus	Nov 27*
Deadline for Research Project Statements to KDOT	Dec. 1
Assign RPS to Area Panels/ Research Technical Committee (RTC) meeting	Dec. 15
Area Panel RPS evaluations completed/RTC meets to discuss and ballot RPS evaluations	Feb. 15
Research Program Council discusses and approves annual K-TRAN Program and budget	Mar. 1**

* KSUTC Research Project Statements must be submitted to the KSUTC Director. K-TRAN Research Project Statements must be submitted to the KSU K-TRAN Technical Committee Coordinating Group Representative. All KSUTC Research Project Statements must follow the basic format provided in the K-TRAN Procedures Manual with the following heading: **KSUTC Research Proposal 20xx** (where xx indicates the UTC Program year for which UTC funding is requested).

**The UTC Advisory Committee will meet in April to discuss and approve the annual UTC Research Program (see *Evaluation of UTC Research Project Statements*, below). The amount and timing of the availability of UTC research project funds is highly variable from year-to-year. In some program years the KSUTC research budget may not be sufficient to fund any research projects. Therefore, researchers are advised that funding for KSUTC projects will be based on the availability of funds. It is unlikely that UTC research project funds will be available before October 1 of the program year. In addition, UTC funds are subject to overhead charges. The K-TRAN funds are not subject to overhead charges. Researchers requesting UTC funding should develop their budgets and work plans accordingly.

Joint Funding of Research Projects

Researchers are advised that the K-TRAN and UTC Research Projects are independently reviewed and selected. Selection of a research project for funding by one program (K-TRAN or UTC) does not guarantee or imply funding by the other program. Research Problem Statements requesting joint funding (K-TRAN and KSUTC funding) must be submitted as a **single Research Problem Statement** that follows the basic format provided in the K-TRAN Procedures Manual. The RPS must have the following heading: **KSUTC/KSU Research Proposal 20xx** (where xx indicates the UTC/K-TRAN Program year for which funding is requested). In addition, the RPS must clearly delineate the following.

1. Study tasks (work plan), project cost and project duration associated with funding the proposed research exclusively from K-TRAN funds;
2. Study tasks (work plan), project cost and project duration associated with funding the proposed research exclusively from KSUTC funds; and
3. Study tasks (work plan), project cost and project duration associated with joint-funding of the proposed research from a combination of K-TRAN and KSUTC funds.

Research Project Statements requesting joint funding must be submitted to the KSUTC Director and to the KSU K-TRAN Technical Committee Coordinating Group Representative.

Evaluation of UTC Research Project Statements

KSUTC proposals will be evaluated and ranked by the KSUTC Advisory Committee. The KSUTC Advisory Committee will consider the following criteria in ranking UTC Research Project Statements:

1. Applicability of the proposed research to the KSUTC theme of “the sustainability and safety of rural transportation systems and infrastructure.”
2. Potential for the proposed research to attract additional and sustainable funding from sources other than the KSUTC. The researchers must clearly articulate this in the “benefits” section of their Research Project Statements.
3. Ranking of the KSUTC Research Project Statements (and the corresponding K-TRAN Research Project Statements where applicable) in the K-TRAN review process.
4. Development of a comprehensive, multi-disciplinary research program.

Joint Review of K-TRAN and KSUTC Research Programs

The KSUTC Advisory Committee and the KDOT Research Program Council will conduct independent reviews of the KSUTC and K-TRAN annual research programs. The purpose of the reviews will be to foster communications, coordination and cooperation between the KSUTC Advisory Committee and the KDOT Research Program Council. The results of the reviews may be used at the discretion of the UTC Advisory Committee and the K-TRAN Research Program Council to modify their respective annual research programs.