

THE ACI FOUNDATION'S CONCRETE RESEARCH COUNCIL

GRANT PROPOSAL GUIDE

This guide outlines requirements for the preparation and submission of proposals to the Concrete Research Council (CRC) of the ACI Foundation. 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, and publishing results, in coordination with ACI technical committees, where possible.

Where and how to submit proposals:

Upload the proposal and supporting information to our [Research Proposal website](#). The following information is to help you prepare for entering required data and forms to the website.

If you have any questions regarding the proposal requirements or process, please contact ACI Foundation Director (Ann Daugherty, Ann.Daugherty@acifoundation.org).

REQUIRED PROPOSAL CONTENTS

Proposals submitted to the CRC shall consist of:

- Contact information of the PI, co-PI (if applicable) and administrative persons that may submit on behalf of the PI
- Proposal title
- Executive summary to be used for promotion purposes
- Total project budget
 - Amount asked of CRC
 - Value of any co-funding (monetary or in-kind)
 - Amount of waived university overhead
- Description of objectives of the proposal
- Description of significance/impact of the project
- How the ACI committee that supports your research will use the intended results of the research
- Main body document of a maximum of 4 pages in 12-point font inclusive of the following:
 - Project description which must include enough detail to understand how the research will be done
 - Matrix of tasks and schedule of completion, including reports
 - Identified advisory team members, at a minimum, an ACI Committee liaison from the committee that supported the research and an industry liaison.
 - Table of funding that includes all support such as
 - Total budget
 - Any co-funding
 - Value of waived university overhead
 - Future or planned co-funding (if not in place yet)
- Required supporting information to include:
 - A signed letter of support from within the ACI technical and educational committees; support letters from industry are optional;
 - References cited;
 - 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

- The award is a gift grant and not subject to overhead charges. CRC requires 0% overhead or indirect return. The waived overhead amount shall be indicated on the proposal table. This waived overhead will be considered cost sharing from the organization. Non-compliant proposals shall be returned without review.
- Commitment letters from other funding organizations are required before funds are dispersed from the ACI Foundation.
- All results of research must be made available in the public domain without restriction.
- The CRC has a collaborative arrangement with ACI Committee 123, who sponsors at each convention, a *Research in Progress Session* where researchers can present their ongoing research. Each fall, a spot will be held for a CRC sponsored project. Consider applying to present at this session; mention that the project is sponsored by CRC when applying.
- The CRC asks that any final written research product be submitted to CRC for inclusion on the CRC and Concrete Research Network websites, and for promotional and dissemination purposes.

CRC Research Priorities/Proposal Grading Evaluation Criteria

CRC research proposals will be evaluated using the weighted criteria below.

1. Relevancy of Research (10 point weight): Is the research relevant to ACI and the concrete industry?
2. Potential Impact (7 point weight): Is there potential for this research to advance ACI standards, advance the state of the science of the concrete industry, improve current industry products or systems, or provide thrust into new markets? Is it innovative?
3. Supplemental Support (5 point weight): Are there significant co-funding sources identified for the proposed research and/or what is the potential for additional external funding beyond the proposed research?
4. Overall Quality (5 point weight): Are the objectives and scope clearly identified? Is there a research plan and a budget? Can the research plan be accomplished within the budget? Is the proposal well written?
5. Researcher Capability (5 point weight): Are the researchers experienced on the subject matter? Are there suitable facilities and equipment available to perform the proposed work?