

## ATTACHMENT A: DOT PHMSA TECHNICAL APPLICATION

### Attachment A



### *DOT PHMSA TECHNICAL APPLICATION*

## **INSTRUCTIONS**

1. Please delete this instructions page before submitting your proposal.
2. Please insert the requested information on the cover page, keeping the formatting as shown.
3. Please populate the outline areas shown in this template with the specific information your organization intends to use to populate the proposal.
4. Proposal Requirements: All information supporting the evaluation criteria must be contained within 20 pages, which does *not* include the Cover Page, Technical Application Information Page, or Appendix.
  - a. The Appendix may include additional information; however, this information will not be used by reviewers in evaluating the proposal past page 20.
    - The Certification Letter of Minimum Requirements must be the first page in the Appendix.
  - b. Use Times New Roman, 12-pt font, and 1.15-line and paragraph spacing for text body.
  - c. Save the proposal as either a Word or PDF file.

### **Technical Proposal Information Page**

<b>Organization Name:</b>	<i>Insert name of submitting organization and URL to public web site.</i>
<b>Proposal Contact Information:</b>	<i>Insert name, position title, mailing address, phone, fax, and e-mail of the main point of contact for this proposal and for the team (faculty).</i>
<b>Program Area:</b>	<i>Insert the Program Area name that this proposal is addressing (ref: Section A.04 of the NOFO).</i>
<b>Proposal Title:</b>	<i>Insert the title of the proposal.</i>
<b>Proposal Description:</b>	<i>Insert the project main objective.</i>
<b>Anticipated Results:</b>	<i>Insert the anticipated results or outputs that may be realized by the project.</i>
<b>Potential Impact on Safety:</b>	<i>Insert the potential impact on safety that the anticipated results may realize.</i>
<b>Proposal Abstract:</b>	<i>Submit 500 words or less.</i>

## Introduction

Insert narrative that generally describes your proposed research scope. Include any connection this work has with pipeline integrity challenges. Also include any lineage to prior or ongoing research and include any findings to date from existing work. Feel free to include a URL if available for further information.

## Review Criterion

1. Within the application, demonstrate the extent to which the project will meet the research topic area needs.
2. Within the application, demonstrate the extent to which the project solution can be readily implemented or transferred to the Core Research Program for demonstration and deployment.
3. Within the application, demonstrate the extent to which the project will identify the research partnership(s) and subject matter expert involvement, as well as how involved the identified partner(s) will be in the project.
4. Within the application, demonstrate the extent to which the project will establish work scope, tasks, milestones, and estimated project costs that align with project goals and objectives, as well as whether any potential risks have been identified and mitigated.
5. Within the application, demonstrate the extent to which the project involves students and defines their specific tasks and commitment to the project.

Please describe in the narrative how your proposal addresses these criteria. Also, identify and include the résumé(s) of the lead organization faculty or staff who will oversee the research execution, and guide or counsel the student(s) executing the research scope. Please only include the core standard areas of the résumé. There is no need to list published papers and affiliations in their entirety; these may be summarized.

## Appendix

- ✓ Appendix A: Certification Letter of Minimum Requirements.
- ✓ Appendix B: Abstract of three previously completed research projects of a similar nature to that proposed in this application.
- ✓ Appendix C: Insert any additional information including a short biography of the student(s) identified to work on executing the research scope. You do not need to identify your students at the time of proposal submission; however, they must be identified at the time of award.

***NOTE: Remember that information within the Appendix will not be officially evaluated by the merit review panel, except to determine that each applicant has submitted a certification letter.***