**Concept Paper for NSF MRI – Internal Competition**

**Concept Paper due to the Office of Research: October 31, 2014**

**Proposals due to NSF: January 22, 2015**

**CONCEPT PAPERS MUST BE SUBMITTED TO** **limitedsubmissions@odu.edu** **TO BE CONSIDERED.**

**Acknowledgement of receipt will come from this e-mail address only.**

**Link to NSF MRI guidelines to help with concept paper preparation:** [**http://www.nsf.gov/pubs/2013/nsf13517/nsf13517.htm**](http://www.nsf.gov/pubs/2013/nsf13517/nsf13517.htm)

Pay particular attention to details on preparation of project description (pp. 10-11) and NSF merit review criteria (pp. 16-17).

This request is for instrument **(Circle ONE): ACQUISITION** or **DEVELOPMENT**

PI and affiliation:

Collaborators and affiliations:

**Briefly Address Items 1-3a-d (up to three pages).**

**1.** **Project Summary**: *Include 1) short summary of the* ***Intellectual Merit*** *of the proposal and 2) describe the* ***Broader Impacts*** *for the proposed project*.

**2.** **Cost-share**: 30% cost-share must be provided from non-federal sources. How do you propose to meet this cost-share?

**3.** **Project Description** (Refer to p. 10 of solicitation for more detail):

1. **Research Activities**: List and briefly describe the research and research training activities that will be conducted using this equipment**.** Include all departments/ colleges/ institutions that will use the equipment (may use table).
2. **Description of instrument, approximate cost, and need justification**:
	1. For Acquisition: technical description of instrument and related instruments currently available
	2. For Development: design concept, rationale & development methods
3. **Impact on Research & Training:** How will the equipment contribute to meeting the goals of your department/ college/ODU/ collaborators/ academic community as a whole?
4. **Management Plan**: Describe how and by whom instrument will be operated and their relevant technical expertise and experience, plans for instrument maintenance, facility in which it will be housed, and procedures for allocating instrument use time as appropriate.

**Not included in page limit:**

**4.** Have you submitted an application for this equipment to NSF or other funder previously?

 If yes, answer the following:

1. When did you last submit a proposal?
2. Please attach a copy of reviewers’ comments.
3. Has there been contact with a program officer following review? If so, what were program officer’s comments?
4. How do you plan to address reviewers’ comments?

**5.** Attach publication list **in this research area** for all collaborators and other supporting documentation as you feel appropriate.