

DEFINITION OF ‘FEDERAL PRIORITY’

The term ‘federal priority’ is what was commonly known as an earmark or other legislative effort that seeks to direct funding to an entity or organization (for-profit or nonprofit) and/or would otherwise influence federal policies or programs for the purposes of providing a more targeted opportunity for an entity or organization to obtain federal funding in the future. Between FY 2001 and FY 2010, UCF obtained nearly \$67 million in congressional earmarks and since that time, Federal Relations has worked with Congress on several UCF projects and services where congressional support was instrumental in obtaining funding. Such support did not violate the ban on congressional earmarks and was permissible – even *expected* – under congressional and federal guidelines.

CRITERIA FOR UCF FEDERAL PRIORITIES

- I. The principal investigator (P.I.), school or college seeking funding can demonstrate that all possible competitive-based options, both public and private, have been pursued and can present a justification for why UCF should pursue congressional support for directed funding. If the P.I. has not previously submitted a proposal for competitive funding, they are ineligible to participate in the federal priorities process and should not submit a white paper at this time.
- II. The proposed effort supports a local/regional/state initiative that would foster economic development (i.e.: creates jobs) and/or provides an important community/state/national service.
- III. The effort (ideally) has the express support of the agency from whose budget the funding would be derived and is consistent with that agency’s mission. **In the case of defense projects, this support is mandatory and the proposal must include a Program Element (PE) number, Agency Line/Title, and Program Manager.** It is important to note that while we always pursue funding as a congressional “plus-up” (meaning the funds are added to the agency’s budget instead of being taken from existing funds), we have no control over what Congress or the agency will do if our request is funded.
- IV. Higher priority will be afforded to those proposals that can demonstrate a commitment to partnership, advances the university’s strategic objectives, and can leverage financial and/or in-kind support. Letters to that effect should be submitted as an attachment to the proposal.
- V. All proposals for congressional support of projects for which UCF is a partner institution must go through our federal priorities process if support from the Florida delegation is being sought.
- VI. Any commitment of space to a proposed project must be accompanied by a letter from the Dean/Director stating the affected College/Center/Institute will meet such commitment.

FY 2018 UCF FEDERAL PRIORITIES TIMETABLE

DATES: September 23-27, 2016

SUMMARY: Greg Schuckman will meet with any interested faculty and staff who wish to discuss the federal priorities process.

WHITE PAPERS

DUE DATE: Monday, October 10th

SUMMARY: White papers (1-2 pages only in MS Word or PDF formats) serve as a summary of a proposed federal priority according to the criteria above.

ADDRESS: White papers should be sent via email to:
Greg Schuckman (greg.schuckman@ucf.edu) in Federal Relations

FULL PROPOSALS

DUE DATE: Wednesday, November 23rd

SUMMARY: After the UCF Federal Priorities Identification Committee reviews all of the white papers that were submitted by the October 10 deadline, Greg Schuckman will contact those faculty and staff whose white papers were accepted by the Committee by October 20. For those white papers that have been accepted for full proposals, the proposals (see format below) will be due by November 23.

PRESENTATIONS

DATE: Tuesday, November 29

SUMMARY: P.I.(s) will be scheduled to make a short presentation about their proposal to the Federal Priorities Identification Committee and be prepared to answer questions from the Committee.

SELECTION

DATE: Wednesday, November 30

The Federal Priorities Identification Committee will make its recommendations to President Hitt for his approval.

UCF FEDERAL PRIORITIES IDENTIFICATION COMMITTEE

- ◆ Dr. Elizabeth Klonoff, Vice President for Research and Commercialization and Dean of the Graduate School (*Co-Chair*)
- ◆ Mr. Gregory Schuckman, Assistant Vice President for University Relations and Director of Federal Relations and Research Advancement (*Co-Chair*)

- ◆ Mr. Randy Berridge, President, Florida High Tech Corridor Council
- ◆ Dr. Keith Koons, Chair, UCF Faculty Senate
- ◆ Dr. Michael Macedonia, Assistant Vice President for Research and Commercialization
- ◆ Dr. Tom O’Neal, Associate Vice President for Research and Commercialization
- ◆ Mr. Ed Schons, Assistant Vice President for University Relations and Director, University Economic Development
- ◆ The Honorable Beverly Seay, UCF Board of Trustees

- ◆ Dr. Dale Whittaker, Executive Vice President for Academic Affairs (*ex officio*)
- ◆ Dr. Daniel Holsenbeck, Senior Vice President for University Relations (*ex officio*)

SUMMARY

As previously mentioned, please remember that our federal priorities process is one that is meant to *supplement – not substitute* – for faculty and staff submitting traditional merit-based proposals to federal agencies. The most successful proposals for our process will be the ones that:

- ◆ Demonstrate clear ties to the agency where the funding is being sought;
- ◆ Build upon existing grants to create greater opportunities for future competitive funding;
- ◆ Provide substantial cost-match (direct and indirect) and external support;
- ◆ Foster partnerships within the region/state, and, if appropriate;
- ◆ Indicate how many new JOBS could be created as a result of the funding.

The fact that UCF continues to set new records for sponsored research year after year is indicative of how gifted our university community is, especially in the hypercompetitive world of federal funding through the peer-review process. As we continue to focus on the needs of our region, our state, and our nation, UCF has earned the support of our congressional delegation as they recognize the invaluable role that we play as a leading metropolitan research university that is focused on producing talent, advancing innovation, and stimulating economic growth. In doing so, the Florida delegation is helping us to build a greater capacity to vie for competitive funding in areas of strategic importance to UCF and the city-state that we serve.

If you have any questions about our federal priorities identification process, please feel free to contact me at (703) 898-8485 or via email at greg.schuckman@ucf.edu. We look forward to receiving your white papers and proposals and to hearing your presentations in the coming weeks.

UCF FEDERAL PRIORITIES FULL PROPOSAL FORMAT

(Please complete in MS Word)

NAME OF PROJECT:

REQUESTED FY 2018 FUNDS:

PROJECT TEAM MEMBER(S): *(Name/Dept/College/Center/Institute with P.I. contact information)*

PARTNER INSTITUTION(S): *(If any, please describe their role and proposed funding)*

PROJECT DESCRIPTION: *(Executive Summary – please limit to one page if possible)*

PRIOR FEDERAL FUNDING OF THIS PROJECT? Yes No

If yes, please explain how much you received, in what fiscal year, through what agency/program, and any successes or major accomplishments that may be relevant to the funding request:

If no, please explain why not (i.e. previously rejected for funding, new research proposal, new faculty member(s), etc):

LOCAL/STATE/FEDERAL SIGNIFICANCE OF PROJECT:

On separate pages, please include:

- 1-page budget for FY 2018 project, including proposed sources of federal, state, corporate, foundation, or other matching funds as well as projected out-year funding (if any)
- The names and contact information for Program Manager(s) who would be willing to administer the funds, including the name of the program (and in the case of DOD, the program element (P.E.) number and agency/program title as well)
- 2 - 7-page project description that includes more details about the project; team member(s); core capabilities; relevance to UCF /College/Institute Strategic Plan, and any additional information that you feel would strengthen your proposal

SIGNATURES AND DATE

Principal Investigator

Dean or Institute/Center Director