

## **SEAONC Special Projects Initiative 2016 Proposal Solicitation**

SEAONC's Special Projects Initiative is intended to provide financial support for innovative projects that will serve SEAONC and its members through initiatives that improve and promote structural engineering practice. As outlined below, the scope of possible initiatives is broad with the goal of soliciting creative project proposals from SEAONC members on topics that could not typically be accomplished through the standard SEAONC committee structure. Subject to the availability of resources and the quality of proposals, SEAONC expects to fund one or more projects per year, through one-year grants with funding up to \$10,000 per project.

**Project Ideas:** This initiative covers a broad range of possible projects with the key requirement that the projects benefit the SEAONC membership, the structural engineering profession at large, and/or the community at large on issues that involve structural engineering. Such benefits could occur through the advancement of knowledge, the transfer of technology, and/or an increased awareness of the value of structural engineering. Suggested ideas may include but are not limited to the following:

- *Research:* Focused technical studies on structural engineering issues. Topics could include analytical studies on ways to improve specific building code provisions or research to facilitate the introduction of new concepts in design and construction. Alternatively, the research could involve field studies and collection of data on design and construction practices. The grant funds could be used for project expenses, including compensation of the person conducting the research.
- *Testing:* Focused testing on an issue of engineering interest. Given the cost of testing, an SPI grant might increase the scope of an existing testing project or be used for preliminary tests to develop a larger proposal to funding agencies.
- *Publications:* Development of a unique publication of value to the SEAONC membership, the engineering community at large, and/or the public. The publication could be a report or paper, published in either hard copy or electronic form.
- *Community Outreach:* Activities that could include planning and conducting summit meetings on timely topics with leaders from industry, or conducting educational seminars for building code officials or key tradespersons whose work impacts the implementation of structural design and construction.
- *Business development:* Activities that improve business opportunities for structural engineers at an aggregate level, but not limited to specific firms or individuals. One example might be to host a networking and educational event for structural engineering clients, similar to software companies' "client conferences."

**Eligibility:** The Principal Investigator and Grant Applicant must be a current SEAONC Member.

**Proposal Submittal Requirements:** Proposal submissions shall consist of a Project Description, Budget and Budget Justification, and Qualifications for the Principal Investigator and other significant project participants. The Proposal submission is limited to 5 pages (8-1/2 x 11 sheets, single spaced, 11 point font) excluding resumes and shall address (1) the objectives and scope of the project, (2) the project work plan, (3) project deliverables, such as a report, paper, seminar or other outcome, (4) a statement of how the activity meets the goals of the SEAONC Special Projects Initiative, (5) the project schedule, and (6) a list of key personnel and their roles in the project.

It is expected that the awardee will as part of the project scope present findings at a SEAONC dinner meeting in early 2016, at a date mutually agreeable to SEAONC and the awardee. The Budget and Budget Justification is limited to 1 page and should include a breakdown and brief justification of how the requested funds will be spent. The Qualifications of the Principal Investigator and other key investigators should include a short (2-3 pages) resume, including a statement on the unique qualifications of the individual as related to the project.

**Submittal Process:** The proposal, including all of the information requested above and a cover letter, should be submitted electronically as a PDF file. Please upload your submissions to: <http://airdropper.com/seaonc> using the passphrase: SPI2016. Questions regarding the Special Projects Initiative should be sent via e-mail to [office@seaonc.org](mailto:office@seaonc.org). Upon submission you should receive confirmation of your proposal being received via Airdropper and an email confirmation from the SEAONC office. Please contact the SEAONC office, 415.974.5147 if you do not receive confirmation. **The submission due date for proposals is close of business on Monday, November 23, 2015.**

**Grant Awards and Funding:** Proposals will be reviewed and award decisions will be made by the SEAONC Board of Directors. Award decisions are expected to be announced by mid-January 2016 with financial awards to commence by March 2016.

It is anticipated that the project funding will be awarded in three increments (1) initial award – 10% of total budget, (2) interim award made upon receipt of an acceptable progress report made to SEAONC, including accounting statement on funds expended to date – 40% of total budget, (3) final award made upon submittal of final project report, including accounting statement on funds expended and summary of project deliverables – 50% of budget. The project is expected to be completed within one year of the award date; and for budgeting purposes, indirect (overhead) charges are limited to 10% of the award amount. SEAONC reserves the right not to make the final award payment if the final report is not submitted within 6 months of the end of the one-year award period. Any significant changes to the project scope, work plan and/or budget should be submitted in writing for review and approval by SEAONC.

**Interim Progress Reports:** The awardee should report to the SEAONC Board of Directors on the progress of the project when milestones are reached or revisions to the project scope are required. Until after the completion of the project and the release of such information to the public, the awardee should not publish, present or distribute to the public or engineering groups, any oral or written conclusions or interim results of the project without the prior consent of the SEAONC Board of Directors. Any permitted interim publication or presentation should indicate that the project is in-progress and contain the language listed below under Final Deliverables.

**Final Deliverables:** The final project deliverables should be submitted to the SEAONC Board of Directors for review of compliance with original proposal submitted before release to the public. By accepting the award, the awardee permits SEAONC or its representatives the right to publish, in part or in whole, the final project deliverables.

The following language should be prominently included within or attached to the final deliverables:

**The SEAONC Special Projects Initiative**

This study was undertaken as the *2016 Special Projects Initiative* of the Structural Engineers Association of Northern California (SEAONC). SEAONC's Special Projects Initiative is intended to provide financial support for innovative projects that will serve SEAONC and its members through initiatives that improve and promote structural engineering practice. This initiative covers a broad range of possible projects, with the key requirement that the projects benefit the SEAONC membership, the structural engineering profession at large, or the community at large on issues that

involve structural engineering. This could occur through the advancement of knowledge, technology transfer, or promoting increased awareness of how structural engineering benefits society. For more information, contact the SEAONC Office.

**Disclaimer**

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