Fall 2009
CMS Dissertation Research Award

Guidelines & Application Instructions

Application Deadline: March 21, 2009 by 5:00 p.m.
(E-mail application and supporting documentation to iaviles@ce.ufl.edu)

A. CMS Background
The Transportation Research Center (TRC) at the University of Florida was selected to receive a Tier 1 University Transportation Center (UTC) Grant for 2007-2009, from the Research and Innovative Technology Administration (RITA) of the U.S. Department of Transportation (U.S. DOT). The theme of the center is Multimodal Solutions for Congestion Mitigation. The TRC will receive up to $1 million per year in 2007, 2008, and 2009, and matching funds from non-federal sources at least equal to the U.S. DOT grant amount. These funds will be used for various research, education and technology transfer activities. Its strategic plan calls for faculty and students at UF to conduct advanced research within four focus areas: 1) Recurrent congestion; 2) Non-recurrent congestion, 3) Multimodal strategies, and 4) Demand modeling.

B. Award Objective
The primary purpose of the CMS Dissertation Research Award is to support students in their efforts to conduct and/or complete their dissertation research goal.

C. Eligibility
This award is for doctoral students who have been admitted to Candidacy by the Graduate School with a dissertation proposal approved by their supervisory committee in any of the CMS affiliated discipline areas such as industrial and systems engineering, urban and regional planning, occupational therapy and civil engineering. Applicants must be U.S. citizens or permanent residents.

D. Funding
Funding is available for up to two semesters. Funding beyond two semesters is possible and based on satisfactory progress toward completion of the dissertation. The total available funding for this program is $50,000 per year. Applicants may use the award for data collection, stipend, tuition, etc. Applicants must submit a proposal, including a budget and timeline. Up to two semesters of funding is permitted, but requests for an extension will be evaluated on a case-by-case basis. Decisions on funding beyond the two semesters will depend on the availability of CMS funds and based on satisfactory progress toward completion of the dissertation.
E. Evaluation & Selection Process

The CMS Project Review Board (PRB) will meet and evaluate student proposals based on the following criteria:

1. The student’s academic status
2. Two letters of recommendation
3. Potential of the student to carry out and complete the work successfully
4. The extent to which the project addresses recurring and non-recurring congestion problems through multimodal solutions
5. The originality of the student’s proposed work
6. The availability of resources and the timeline for successful completion of the research

The scoring of the proposals will consist of:

1. Excellent: overall outstanding proposal; deserves highest priority for support
2. Very Good: high quality proposal in nearly all respects; should be supported if funding is available
3. Good: quality proposal worthy of support
4. Fair: proposal lacking in one or more critical aspects; key issues need to be addressed. Needs revision in order to receive funding.
5. Poor: proposal has serious deficiencies and should not be funded

The PRB will make final funding decisions based on CMS priorities. The PRB may decide to fund a student as proposed, fund with scope and/or budget modifications, or not to fund. The CMS’s PRB reserves the right to request funding modifications.

F. Budget

The proposed budget should include the following:

1. PI (adviser) name and contact information
2. Student name and contact information
3. Dissertation title, duration of project (in semesters) and estimated start date for data collection, if applicable.
4. Student salary must include the FTE (percent effort) and period covered.
5. Domestic travel expenses should be included in the budget but are limited to the extent required for the specific project. No international travel is permitted.
6. Fringe benefits
7. Operating costs (i.e. materials, supplies, travel, tuition, fees)
8. Total costs
9. Indirect costs
10. Detailed budget
11. A budget justification
If you are a student in the Department of Civil and Coastal Engineering, contact Grants Specialist Dona Moss at 352-392-9537, Ext. 1404, for budget-related questions. If you are a CMS-affiliated student in industrial and systems engineering, occupational therapy, or urban and regional planning, contact the grants specialist in your department for assistance.

**G. Monitoring of Student Progress**

The student must submit a written status/progress report at the end of each semester using the CMS Dissertation Research Award Progress Report format provided on the CMS Web site (http://cms.ce.ufl.edu). The report must be sent via e-mail to the CMS Manager/Coordinator (Ines Aviles-Spadoni) at iaviles@ce.ufl.edu.

**H. Obligations of the Awardee**

1. The CMS must be informed of changes in the research schedule and/or timeline. A detailed e-mail indicating the specific changes and reason must be sent to the CMS Manager/Coordinator at iaviles@ce.ufl.edu.
2. CMS funding must be acknowledged in the student’s dissertation.
3. The student must produce at least one peer-reviewed paper.

**I. Application Instructions**

*How to apply:*

A. Complete all sections of the Dissertation Research Award Form, including the detailed budget, budget justification and timeline.
B. E-mail the complete application packet to the CMS Coordinator at iaviles@ce.ufl.edu.

*The complete application packet consists of the following:*

A. CMS Dissertation Research Award Application Form  
B. Timeline  
C. Budget and justification  
D. Two letters of recommendation  
E. Copy of the approved Admission to Candidacy Form  
F. Official copy of transcripts  
G. DSR-1 Form with appropriate signatures (when requested)

*What to expect:*

A. An e-mail confirming receipt of the application packet.  
B. The evaluation process takes approximately three weeks. Applicants will be informed of the CMS’s decision via e-mail followed by an official letter.
C. Applicants will be contacted if additional information is required and/or if budget adjustments are necessary.
D. Awards will be announced late April or early May 2009.

J. **Contact Information:**
For more information, contact the following CMS personnel:

Ms. Ines Aviles-Spadoni, Center Coordinator/Manager, 352-392-9537, Ext. 1409, E-mail iaviles@ce.ufl.edu

Dr. Lily Elefteriadou, Center Director, 352-392-9537, Ext. 1452, E-mail elefter@ce.ufl.edu