

REQUEST FOR PROPOSALS FY2010

The Minnesota Center for Engineering & Manufacturing is seeking proposals which are intended to address industry identified issues such as energy management. A total of \$240,000 is available.

REFERENCE

- *Vision* - Maximize Minnesota's manufacturing competitiveness through innovation.
- *Mission* - THE MINNESOTA CENTER FOR ENGINEERING & MANUFACTURING EXCELLENCE will lead and stimulate innovative collaboration among industry, education and allied organizations to equip Minnesota manufacturers with an educated and inspired workforce to compete worldwide.
- *Values* - Respectful Candor ♦ Outward Focus ♦ Resource Stewardship ♦ Collaborative Relationships ♦ Transformative Processes ♦ Learning Culture

TOPIC

Proposal topics must fit with MNCEME vision, mission and values, as well as with the mission of the requesting institution. What is the "driver" for this proposal? For example: response to an expressed industry need; cost reduction in delivery of education; greater accessibility to your program (e.g. on-line learning); increased diversity in your program; etc. This project must address one of the following areas of focus and demonstrate transformational qualities.

- 1) Enlarging the pipeline - Includes K12 programs, adult learners, incumbent worker retraining, dislocated worker employment re-entry, use of skills of retiring workforce, and a fit with the Green Manufacturing stimulus funding through the Blue/Green Alliance funds.
- 2) Emerging technologies - Emphasize energy management or an industry-identified emerging technology. This can include the advanced skills identified by the 2007 DEED survey or the 2008 Presidential Visits to industry. *To access these reports please go to <http://www.mnceme.org/resources/academic-partners/>*

- 3) Accessibility - Use of new methods to deliver education more flexibly, particularly to industry. Distance education, simulation, methods of sharing with other MnSCU schools, etc. Include adopting curriculum developed for this purpose at NSF ATE centers, such as the MATEC curriculum in a Systems View of Electronics that has been updated with industry input

CRITERIA

- 1) Collaboration with one or more MNCEME partner institutions or other MnSCU institutions, and one or more active industry participants will be highly regarded. Please answer the following questions:

- What other MNCEME partner schools are active participants in this proposal and how are they participating?
- Who are the industry partners that are active participants and what are they contributing to the proposal? List specific partners and their resource contributions such as dollars, planning, time, promotion, etc. Include a statement from the industry partners of their perceived value of this project. Indicate how industry participated in identifying the need being addressed and how they will participate in assessment of the results.

- 2) Deliverables

- What are the specific goals/deliverables of the proposal? How will those goals be measured, and what is the standard to be met? The goals must be stated in terms of outcomes that are relevant to manufacturers.
- Be specific in timing and quantity. Provide a project plan and timeline with milestone accomplishments.
- How will these be shared with partner institutions and with industry?
- What are the anticipated results? What are the metrics for success? What are the measures and what is the "standard" required to consider this a success?
- What is the budget for the project, and how will it be spent? Provide appropriate level of detail of compensation, supplies, travel, etc.

- 3) Accountability

- Who is the champion for this project that is accountable for results?

4) Plan for Dissemination

- How will you disseminate your learning to other MnSCU institutions?

5) Leverage additional funding

- How will you leverage this work into additional outside funding, such as an NSF ATE project?

6) Final Report – A report on the project will be due March 1, 2011. In that report, include the following with adequate detail to determine whether the original goals were met.

- Who are the academic and industry partners that have been active participants and what have they contributed? List specific partners and their resource contributions such as dollars, planning, time, promotion, etc.
- Describe the results and specify the goals
- What has the project accomplished? How does this compare to the initial goals?
- What has been its value? Provide details of how this has been determined
- Specify how the budget was spent
- Provide at least one participant contact for interview purposes
- Answer the question: “What did this project allow you to accomplish that would not have been possible without MNCEME support?”

FORMAT

The RFP narrative must not be more than five (5) pages in length (double spaced) and should be written to provide the reader a clear, concise understanding of the project, supplies and equipment needed.

For the purpose of this proposal, industry will be considered to be active when they help plan and implement a program, contribute direct dollars, gift equipment, share personnel, or provide space.

All proposals must be submitted using MNCEME forms which can be found at:

<http://www.mnceme.org/resources/academic-partners>

The RFP must include:

- Cover Sheet (not counted as a page in the five page format)
- Project Summary

- Project Time Line
- Itemized Budget with Budget Narrative

TIME LINE

- **Official Announce Date:** Friday, February 5, 2010
- **Proposals Due:** Monday, March 1, 2010
- **Proposal Review:** Tuesday, March 2 through Friday, March 5, 2010
- **Awards Announced:** Monday, March 8, 2010
- **Project Completion:** March 1, 2011
- **Final Report Due:** March 31, 2011

SUBMISSION

Email completed proposal in PDF format, with a cover sheet which includes applicant's name, institution, program area, phone and fax number, and email address by 5:00PM, March 1, 2010 to: Ronald J. Bennett, Ph. D., Executive Director, MN Center for Engineering & Manufacturing Excellence ronald.bennett@mnsu.edu; CC to Judith.evans@mnsu.edu

Note: MNCEME funding cannot be used for direct student scholarships or tuition and cannot be given to industry partners. Monies can be used to pay student wages.

REVIEWERS:

Reviewers will consist of industry representatives.

EVALUATION:

Proposals will be evaluated using the following point system:

- 25 pts. How well the proposal fits the vision, mission and values of MNCEME, as well as the mission of the requesting institution with a clear explanation of the intersection of the two.
- 25 pts. Clear development of one of the proposal's three focus areas
- 25 pts. Scope and sophistication of collaboration
- 25 pts. Measurability of outcomes as based on the development of standards of success