

Preliminary Grant Proposal

Please fill out the attached preliminary project proposal to start consideration to receive a PCI Foundation Grant. Once this preliminary application is approved by the PCI Foundation Board of Trustees, you will be assigned an Advisory Committee including a PCI Foundation Trustee Liaison to guide you through the application process. The goal of this preliminary proposal is to help ensure that your application meets the PCI Foundation mission and general requirements for grants and to assist you in creating the proposal.



School and Partner Information

Name

Phone and Email

Name of School

Professor / School Champion (s)

Local Regional Champion (s)

Course Specifics

Comments

Title of Course(s) or other affiliated programs

Summarized description and objectives (attach more if needed)

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Will this program serve upper level undergraduate or graduate students? yes no

Will this program provide interaction with local precast industry and other professionals? yes no

PCI Foundation Mission

Cultivates Relationship between precast industry and academic community yes no

Develops and attracts high-potential students to productive careers within the industry yes no

Facilitates inclusion of precast concrete systems and technology in university curricula yes no

Exposes students to "real world" design/construction experiences related to precast concrete. yes no

Memorandum of Understanding Template

Once the PCI Foundation accepts a proposal, a Memorandum of Understanding is created between the school or the school's foundation and the PCI Foundation. Below is a typical template. Changes are typically made prior to signing. Most often this is negotiated with the school's foundation or dean.



The purpose of this Memorandum of Understanding is to guide and direct parties respecting the working relationship during the PCI Foundation funded period (INSERT funding PERIOD).

1. PCI Foundation (hereinafter referred to as the "donor") hereby pledges to contribute (INSERT TOTAL funding AMOUNT) to (INSERT UNIVERSITY NAME)

2. This commitment to the University will be honored by the donor as follows:

a. (INSERT TOTAL funding AMOUNT) will be paid in annual installments.

Payments will be made in the following amounts on the dates below:

(INSERT TOTAL funding SCHEDULE)

Payments will be sent to:

(INSERT funding PAYMENT INFO)

3. For recognition purposes, the donor should be listed in honor rolls or publications as follows:

PCI Foundation

4. University will use these funds to support a PCI Foundation Education Project as outlined in the submitted proposal.

5. The spendable fund will be known as the PCI Foundation Educational Project Fund.

6. The donor understands that University will rely on this pledge in its effort to provide the course curriculum for the PCI Foundation Education Project and the donor intends for this pledge to be a legally binding obligation.

7. Should the University be unable to administer this fund as outlined in this agreement for legal or other reasons, then the fund will be administered as directed by the Chancellor of the University in keeping as closely as possible to the intent of the donation after agreement by the donor.

8. The Donor maintains the right to approve faculty appointments to the project.

Principle objectives for the relationship shall be to:

- Enter a collaborative relationship between the parties to create precast-specific university coursework for upper-level students.
- Create an atmosphere conducive to learning that involves both classroom time and "real world" industry relationships.
- Meet necessary curriculum requirements for upper-level students.

Responsibilities:

- The University will provide detailed instructions on how they should receive funding for the program.
- The PCI Foundation will provide funding as agreed to in the funding proposal.
- The PCI Foundation will provide marketing and public relations assistance as needed.
- A local partner will coordinate providing consulting services such as consultation on curriculum, plant tours, lessons, guest speakers, and the PCI Handbooks or architectural manuals as needed by the University. This is to be agreed to between the University and local partner separately. For the purposes of this agreement, the local partner is (INSERT LOCAL PARTNER).
- The University will provide samples of student work for display at the annual PCI Convention and ideally have the professor and some students available for in-person attendance.

Resource commitments:

- The professors named in the proposal will become a professional members of the Precast/Prestressed Concrete Institute.
- The University will provide staff, space, and technology needed for the program.
- The local partner will coordinate providing staff to assist with lectures, tours, consulting, and obtaining of PCI materials including the *PCI Design Handbook* or the *Architectural Precast Manual* as agreed to with the University liaison.
- Professors will have students studying precast as part of the program sign up as PCI Student Members. (PCI Foundation or the Precast/Prestressed Concrete Institute will provide these memberships free of charge.)
- The PCI Foundation will provide travel support to the PCI Convention in addition to the funds outlined in this agreement. If the professor would like to attend other PCI events, the PCI Foundation will work to provide free entry into those events.
- The PCI Foundation will provide an invitation to the PCI Foundation Professor Seminar.

Annual reports (from the professor) will include:

- Photos or video of students actively engaged with plant tours, lectures, or other activities.
- Information on student projects including photos, drawings, and other information.
- Students and professors will provide a program during PCI Convention (Poster Session and/or other session as needed). PCI Foundation will provide additional financial and coordination support to attendees as outlined in confirmation letter.
- A brief (one-page) summary of the studio at the conclusion of each semester, including number of students, type of project, and contact with local industry.
- A copy of the course syllabus.
- Samples or documentation of student work.
- Student project posters (to be presented at poster session at the annual PCI National convention).

Program review:

- After the first or second year, the PCI Foundation Advisory Panel may meet in person with the University contacts to review the program and make plans for the continuation or improvement of the program.

Program Completion

When the funding is finished, the PCI Foundation and its local PCI representatives will work with the university to provide in-kind support necessary to continue the program well into the future. (This is a goal, not a requirement.)

Agreement

In this Memorandum of Understanding, the parties have affixed their signatures on the date indicated to signify their acceptance of the Memorandum of Understanding.

PCI Foundation Marty McIntyre date

(INSERT UNIVERSITY) (INSERT CONTACT NAME) date

Expected Deliverables

Once a grant is in place, each program is expected to deliver certain reports and information about their curriculum to the PCI Foundation. It is typically spelled out in a memo that the professor receives at the start of the program.

Because each university will approach the subject of precast in a unique manner, the deliverables for each program will vary. In every case, however, the PCI Foundation asks that you supply the following:

A **written report at the conclusion of your semester** that includes information on things such as the

- Curriculum covered (course syllabus);
- Selection of student work and description of projects;
- Number of students and information such as degree of study, graduation date, and other statistical information, plus names of students;
- Descriptions of special events (plant tours, guest speakers, lecture series, etc.);
- Industry partners and special events; and
- Other information that fully describes your PCI Foundation program.

In addition to the semester-end report, we like to see photos or videos as the program progresses. These should include students actively engaged with plant tours, lectures, or other activities. If possible we would like to receive updates on what you are doing. These will be used in PCI Foundation publications, on the website, for news releases, during in-person industry programs, and in other events.

Invitations to your events—If you are having an event such as a mid-term review or final review, trustees from the PCI Foundation may wish to join the program. Please forward information about your events so we can keep track of them and possibly attend them.

News Releases. If your university sends out any news releases on your programs, we would appreciate having a copy for our files and to share with concrete industry press.

Student Membership in PCI. We ask that students in your program join the Precast/Prestressed Concrete Institute as a student member. Student membership is free and allows us to share discounts on books and literature, magazine subscriptions, and other PCI information. Additionally, we recommend students join the Precast Studio Alumni group on LinkedIn. This will allow them to follow news and information about the programs, find job leads, and connect with others who have completed a PCI Foundation program. Your regional rep or other local contact can help you with student members.

A Poster Report for the PCI Convention. Each year, selected students are invited to attend the PCI Convention to promote their work and interface with industry leaders. We will share more information about this program as it approaches.

Funding Source Credit. Your funding is supplied by the PCI Foundation, which works in conjunction with the Precast/Prestressed Concrete Institute (PCI). All sponsorship credit should name the PCI Foundation, and you may additionally recognize the Institute. The PCI Foundation is the full name of our organization.



The mission of the PCI Foundation is to foster educational and research initiatives focused on innovative approaches to the integrated and sustainable use of precast concrete design, fabrication, and construction. It is a charitable 501(c) 3 corporation that supports the inclusion of precast concrete programs at accredited college and universities throughout the United States.

You may receive additional funding or in-kind resources from a local producer or regional group, who should also be credited as a sponsor in any reports, news releases, website, or other communications.

Contacts. A key component of the PCI Foundation Educations is our partnership with local associations or companies. This will vary depending on your location and proposal. Your first line of questions should be directed to your PCI partner organization. They will help you locally with books and literature for your library and students, setting up plant tours, securing industry speakers, and generally helping you with the program.

Additional Information

Student and Professor Travel Opportunities. In addition to the studio program, the PCI Foundation funds travel to the PCI Convention for professors and select students in the Precast Studio programs. Funding varies each year and is often supplemented by the local partner organization. We highly recommend attendance at the convention. Information about the PCI Convention will be conveyed by your industry partner and Marty McIntyre.

In addition to convention attendance, professors take part in the PCI Foundation education session and select students are part of the PCI Student Poster session. As the convention approaches, we will contact you with information.

Receiving your Funding. Details on how you will receive your funding will be spelled out in the Memorandum of Understanding.

PCI Student Design Competition. PCI Foundation hosts the Project Precast at the 2019 Precast Show. To Learn more about it, contact Marty McIntyre.

Members of PCI must be part of PCI's Plant Certification Program. This ensures that each plant has developed and documented an in-depth, in-house quality system based on time-tested, national industry standards. To become PCI Certified, plants must demonstrate they have appropriate experience and training in manufacturing precast concrete, quality systems and procedures in place and a commitment to quality throughout their organization.

GRANT PROPOSAL PCI FOUNDATION

Educators and precast partners interested in establishing new programs or developing new university curriculum focusing on precast / prestressed concrete may use this grant proposal form to submit a request. All proposals should keep in mind the mission of the PCI Foundation, which includes the following:

- Cultivating productive relationships between the precast industry and the academic community.
- Developing and attracting high-potential students to productive careers within the industry.
- Facilitating the inclusion of precast concrete systems and technologies in college and university curricula.

The Foundation seeks to support the development of innovative instructional models that will enhance exposure of architectural, engineering and technology students to “real world” design/construction experiences related to precast concrete systems. Of specific interest are design studios/projects for upper level undergraduate students or graduate students of architecture, engineering and technology. Developing and attracting high-potential students to productive careers within the industry.

Criteria that will be considered by the Academic Council and the Board in deciding whether to fund a proposed studio include, but are not limited to:

- Institution quality and impact (local, regional and/or national)
- Departmental quality and reputation
- Qualifications and commitment of instructor(s)
- Quality and numbers of students who will be enrolled in the course(s)
- Explicitly commitments of funding and in-kind support of the local/regional project sponsors (producers, suppliers, regional affiliates) and the proposing Institution; providing for continuance of the project beyond the stipulated period of funding supplied by the PCI Foundation.
- Funding specifics (total cost, complementary funding)
- Project visibility and potential impact (both inside and outside of the industry)
- Strategic fit with the Foundation mission
- Overall quality of the proposal, including success criteria

Submitted by:

University Lead

Partner Lead

Name _____	_____
University / Company _____	_____
Department _____	_____
Address _____	_____
City State Zip _____	_____
Phone _____	_____
Years attended PCI Convention _____	_____
email _____	_____
Years attended Professors Seminar _____	_____

If there is more than one university department represented, please attach another sheet. Please attach a 1-2 page CV of instructors to be involved with the project, highlighting any precast concrete related experience. Teaching staff should have a ongoing appointment through the term of the program.

Executive Summary

Please include a 500-word executive summary of your proposal

Current Curriculum

Please briefly describe how precast topics are currently covered in your curriculum

Course Titles and Dates To Be Offered

Please summarize course (s) to be offered and dates and their place in the curriculum

Funding Request

Please share the funding that is being requested for your program (up to four years) from the PCI Foundation

Year 1 _____ Year 3 _____
Year 2 _____ Year 4 _____

Budget Information

Please attach the funding summary for this program including all funding sources. If you have any questions about whether an expense would be covered as part of the grant, please ask Marty McIntyre for confirmation.

Program Description

Attach a 1-2 page description the educational project / studio you are proposing. Use the grant criteria to link the proposed activity to the stated funding criteria and priorities. All proposals must address curriculum outline, student learning outcomes, evaluation, industry collaboration, and perceived impact of the course. Other comments are welcome.

Supporting Letters

Please attached Letters of support from any of the following -
PCI Region
Local Precast Fabricators
School Administration
Precast Industry Suppliers
Others as Appropriate

Continuity

Please describe plans for continuity of program - what will happen when the grant is finished

Evaluation

Describe your annual evaluation plan. Note: A short annual report / reapplication is a requirement for annual funding.

The PCI Foundation will establish a project-specific advisory committee for each proposal approved for funding. These committees will be responsible for ongoing monitoring of their respective assigned projects, including, as required by the Board, written reports submitted by the responsible academic principals.

A document (Memorandum of Understanding) describing in detail academic expectations, reporting and other program deliverables and funding particulars will be generated and mutually agreed to prior to the initiation of each project. No funding will be distributed from the PCI Foundation until the MOU is signed by both parties.