**INSTRUCTIONS FOR PREPARING A CORE PRE-PROPOSAL**

1. The proposal must be submitted in PDF format. Note: It is mandatory to complete all sections.
2. Name the proposal as shown below:

* Principal PI’s surname - Title – for example: Yarin - Modeling Meltblowing.pdf

1. The Core projects are basic and fundamental in nature. While we must highlight the relevance and the importance of the topic to the grand challenges and the needs of the industry and the society, the focus should be on fundamental research that advances know-how and creates knowledge, or the discipline.

**The knowledge creation must be truly focused on knowledge creation**. In a shared environment of many diverse sets of interests, we must focus on basic and fundamental (yet relevant) research that is focused on identifying solutions to specific knowledge gaps.

1. Core projects are not about creating IP. Product development projects will be disqualified.
2. If you have pre-exiting IP, that automatically disqualifies the proposal. The reason is that IP is normally generated when the research is quite advanced in its technology readiness level and proof of concept has already been made.
3. The research proposed cannot overlap other active or pending projects, or be similar in nature, unless approved by the Executive Committee.
4. Co-mingling of funds is not allowed. For example, the same project cannot be support by NWI as well as another source. The reasons are:

* Confidentiality – All core projects are considered confidential unless approved for public disclosure as set forth in NWI’s bylaws
* Obligations as set forth in the NWI bylaws would clash with obligations set by the other sponsor

The only exception may be that one uses discretionary funds or gifts that have no obligations.

1. All students at NC State must complete a Graduate Certificate in Nonwovens. It is recommended that students outside of NC State attend at least one or more of NWI’s short courses.
2. The Pre-Proposal format is outlined below. **PI’s should limit the pre-proposal to 2 pages including the “header” identification information**. Note that budget information is not needed in your Pre-Proposal submission (however, budget information is shared in this guideline for information purposes only). PI’s will receive feedback in Jan 2023 on the pre-proposal and, if matching industry needs, an invitation to submit a final proposal.

**i**

**Proposal Number: Assigned by NWI**

**Proposal Title:** Click or tap here to enter text.

**PI’s & Co-PIS Names:** Click or tap here to enter text.

**PI’s Department:** Click or tap here to enter text.

**PI’s Institution:** Click or tap here to enter text.

**PI’s Email:** Click or tap here to enter text.

**PIs Phone Number:** Click or tap here to enter text.

**1 – Research Problem Statement: A concise statement of WHAT is the research focus.**

Click or tap here to enter text.

**2 - Summary and Specific Objectives: A statement of WHY the research is important**

Provide a brief summary of the project, why the work is important, its objectives and its outcome.

Click or tap here to enter text.

List specific objectives for the proposed project – this can be as elaborate as needed for clarity.

Click or tap here to enter text.

3 – Proposed Approach Overview **–** Highlights the knowledge gaps to be addressed, the experimental methods in terms of materials, equipment, scale, and measures planned for study. In the case of Modeling projects, the modeling approach is to be highlighted including sources of data, validation plan, and applied demonstrations. PI(s) should ensure that they have assembled a team that can tackle the proposed research and that they have access to the right equipment.

Click or tap here to enter text.

**4 – Milestones & Deliverables –** List specific deliverables anticipated and milestones for each year

**1st Year:**

**2nd Year:**

**3rd Year:**

Click or tap here to enter text.

**Budget for Core Projects**

**What’s Needed and When:**

* An estimated budget is **NOT** **required** **for the PRE-proposal submission in late Dec**.
* An estimated budget must be provided with the FULL-proposal submission in early April.

**Budget Information You Need to Know is Outlined Below:**

* **Project Duration: 3 Years Max**
* **Projects are typically initiated in August and conclude by July 1 in 3rd year.**
* **Annual Budget: up to $50,000 per year, for 3 years; to be awarded incrementally. Total not to exceed $150,000 for 3 years\*. Note it’s possible to submit documented budgets beyond this but it may or may not be approved.**
* Budget must be used for the direct benefit of the core project and NWI allows for flexibility to spend as needed for the following line items:
* Appointment of only 1 grad student dedicated to the project that will cover stipend, health insurance and tuition;
* PI Salaries (summer and academic release), supplies, foreign and domestic travel, current services (which include Lab services that are external to NWI).
* If budget items outside of the above categories are required, prior approval from NWI will be required prior to re-budgeting.
* Please note that any proposal requiring capital equipment must call out the need in the proposal itself – and this becomes part of the proposed project.

\* Note: Separate from this total, NWI will cover work performed in NWI labs not to exceed $25k per year, for 3 years.