

Frequently Asked Questions (FAQ)

Grant Application Manual (GAM) Enabling Technologies Development Project California Institute for Energy and Environment

Last updated: January 3, 2008

Q1. Regarding the "Cover Letter" that must be from an "authorized representative". On page 4 of the solicitation it states that the cover email "must be from the same individual listed on the proposal cover page". Question: Does the PI who is listed on the title page qualify to submit the proposal package (electronically)?

Answer: Yes, if the PI is a person that is authorized by the organization to submit proposals.

Q2. On page 4 under Technical Approach, it states "explain in detail how the proposal will address the goals of the project phase and contribute to the success of the overall project". Question: Are you requesting information on "how the technical approach" will address the goals of the "proposed project". Or else what does "project phase" refer to in this sentence?

Answer: If the proposal is for the first phase of a multi-phase research project (overall project), the term "project phase" refers to the first phase that is being proposed. In the technical approach, explain how the goals of the proposed project phase will be addressed and how the proposed project phase will contribute to the success of the overall project.

Q3. Under Statement of Work, are the "associated dates" actual calendar dates, or can they be expressed in months/weeks after project commencement?

Answer: The associated dates can be expressed in months/weeks after project commencement.

Q4. On page 5 under Travel, it reads "Budget should allow costs for attendance for one person at up to two meetings with the Project Manager". Question: Is this the Project Manager at the CEC or at the PI's institution.

Answer: The Project Manager refers to the CIEE ETD Project Manager, Gaymond Yee. As stated, the meetings will generally be held at the lead PI's site.

Q5. I assume if there is an award and the proposed travel budget is not fully utilized, then the remainder can be allocated to other tasks. Please confirm the guidelines/limitations of budget reallocations without approval.

Answer: The terms and conditions of the award will allow re-allocation of task funds up to a certain limit with just a notification letter to the CIEE's Project Manager. Above the limit, the re-allocation will require approval from the CIEE's Project Manager. The limit will be stated in the award.

Q6. What is the maximum dollar amount for awards?

Answer: The maximum amount for each award is \$250,000.

Q7. Do I need to reference the Research Opportunity Notice (RON) that my proposal is addressing?

Answer: Yes. Please reference the RON that your proposal is addressing in the technical approach section of the proposal. You may also reference multiple RON's. Describe how the proposed research addresses the objectives of the RON(s).