TITLE

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Estimated Time: | XX months | |  | |  |
| Estimated Cost: | Fiscal Year | |  | Total Cost Per Fiscal Year | |
|  | 2022 | |  | | $000,000 |
|  | 2023 | |  | | $000,000 |
|  |  | **Total Project Cost** | | | **$000,000** |
|  |  | |  | |  |
| Organization: | | |  | | |
| Principal Investigator: | | |  | | |
| Co-Principal Investigator: | | |  | | |
|  |  | |  | |  |
| ArDOT Project Manager: | | |  | | |
| ArDOT Subcommittee Chair: | | |  | | |
|  | | |  | | |
|  | | |  | | |
| Submitted by: | | |  | | |

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Problem Statement

Background and Significance of Work

Objectives of the Study

Benefits

A detailed cost-benefit analysis shall be included in the proposal.

Work Plan

Tasks and Deliverables.

Work Time Schedule

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Fiscal Year XX | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| Task |  |  |  |  |  |  |  |  |  |  |  |  |
| Task |  |  |  |  |  |  |  |  |  |  |  |  |
| Task |  |  |  |  |  |  |  |  |  |  |  |  |
| Task |  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Fiscal Year XX | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| Task |  |  |  |  |  |  |  |  |  |  |  |  |
| Task |  |  |  |  |  |  |  |  |  |  |  |  |
| Task |  |  |  |  |  |  |  |  |  |  |  |  |
| Task |  |  |  |  |  |  |  |  |  |  |  |  |

Level of Effort

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Fiscal Year XX** | | | Effort by Quarter | | | |  |
|  |  |  | Full Time Equivalents (FTE) | | | |  |
| Item | Title | Name | 1st | 2nd | 3rd | 4th | Total |
| Professional | PI |  | 0.10 | 0.05 | 0.05 | 0.10 | 0.30 |
| Professional | Co-PI |  | 0.05 | 0.10 | 0.05 | 0.10 | 0.30 |
| Technical | Grad Student |  | 0.125 | 0.125 | 0.125 | 0.250 | 0.625 |
| Technical | Hourly Student |  | 0.125 | 0.125 | 0.125 | 0.000 | 0.375 |
| Clerical |  |  | 0.00 | 0.00 | 0.05 | 0.05 | 0.10 |
| **Total Professional Services** | | | **0.15** | **0.15** | **0.10** | **0.20** | **0.60** |
| **Total Technical Support** | | | 0.25 | 0.25 | 0.25 | 0.25 | 1.00 |
| **Total Clerical** | | | 0.00 | 0.00 | 0.05 | 0.05 | 0.10 |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Fiscal Year XX** | | | Effort by Quarter | | | |  |
|  |  |  | Full Time Equivalents (FTE) | | | |  |
| Item | Title | Name | 1st | 2nd | 3rd | 4th | Total |
| Professional | PI |  | 0.10 | 0.05 | 0.05 | 0.10 | 0.30 |
| Professional | Co-PI |  | 0.05 | 0.10 | 0.05 | 0.10 | 0.30 |
| Technical | Grad Student |  | 0.125 | 0.125 | 0.125 | 0.250 | 0.625 |
| Technical | Hourly Student |  | 0.125 | 0.125 | 0.125 | 0.000 | 0.375 |
| Clerical |  |  | 0.00 | 0.00 | 0.05 | 0.05 | 0.10 |
| **Total Professional Services** | | | **0.15** | **0.15** | **0.10** | **0.20** | **0.60** |
| **Total Technical Support** | | | 0.25 | 0.25 | 0.25 | 0.25 | 1.00 |
| **Total Clerical** | | | 0.00 | 0.00 | 0.05 | 0.05 | 0.10 |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Fiscal Year XX** | | | Effort by Fiscal Year | | |
|  |  |  | Full Time Equivalents (FTE) | | |
| Item | Title | Name | 1st | 2nd | Total |
| Professional | PI |  | 0.30 | 0.30 | 0.60 |
| Professional | Co-PI |  | 0.30 | 0.30 | 0.60 |
| Technical | Grad Student |  | 0.625 | 0.625 | 1.250 |
| Technical | Hourly Student |  | 0.375 | 0.375 | 0.750 |
| Clerical |  |  | 0.00 | 0.10 | 0.10 |
| **Total Professional Services** | | | **0.60** | **0.60** | **1.20** |
| **Total Technical Support** | | | 1.00 | 1.00 | 2.00 |
| **Total Clerical** | | | 0.00 | 0.10 | 0.10 |

Personnel and Budget Estimate

Personnel

Budget Justification

1. Salaries
   1. Professional
   2. Graduate Student
2. Wages – Hourly Student
3. Fringe Benefits
   1. Professional
   2. Graduate Student
   3. Hourly Student
4. Supplies and Services
5. Travel
   1. In-State
   2. Out-of-State
6. Indirect Costs
7. Tuition
8. Subcontracts
9. Equipment
   1. Rental – All rental rates shall be approved by ARDOT before the approval of the proposals. Should a subcontract be part of the proposal, ARDOT will not approve the purchase of any equipment in the subcontract. Any equipment purchased through ARDOT’s Transportation-Related Research & Workforce Development Grant Program is not eligible for rental rate charges.
   2. Purchase – Purchases of equipment currently owned by ArDOT will not be approved. A list of ArDOT owned equipment will be provided upon request. All equipment shall be purchased in accordance with the State of Arkansas purchasing laws.

*A complete physical verification of all software and equipment purchased or built for use on this project and the actual location of the equipment will be made each year. An Equipment Capitalization Notice is available from the Research Section for the reporting of software or equipment purchased during the project. All software developed on the project will be completed in an open-source format, and ARDOT shall be provided a copy of the source code. If non-expendable or special equipment is purchased with project funds, the equipment is owned by ARDOT, and the disposition of the equipment will be determined by ARDOT at the project’s closeout session.*

Estimated Project Budget: FYXX

XX Months

1. **Salaries $**
   1. Professional (XX FTE) $
   2. Graduate Student (XX FTE) $
2. **Wages -** Hourly Student (XX FTE) **$**
3. **Fringe Benefits $**
   1. Professional XX% $
   2. Graduate Student XX% $
   3. Hourly Student XX% $
4. **Supplies and Services $**
5. **Travel $**
   1. In-State $
   2. Out-of-State $

***Modified Total Direct Costs (MTDC) $****(Total of Items 1-5)*

1. **Indirect Costs** (15% of MTDC) **$**
2. **Tuition $**
3. **Subcontracts $**
4. **Equipment $**
   1. Rental $
   2. Purchase $

**Total Cost for Fiscal Year $**

Estimated Project Budget: FYXX

XX Months

1. **Salaries $**
   1. Professional (XX FTE) $
   2. Graduate Student (XX FTE) $
2. **Wages -** Hourly Student (XX FTE) **$**
3. **Fringe Benefits $**
   1. Professional XX% $
   2. Graduate Student XX% $
   3. Hourly Student XX% $
4. **Supplies and Services $**
5. **Travel $**
   1. In-State $
   2. Out-of-State $

***Modified Total Direct Costs (MTDC) $****(Total of Items 1-5)*

1. **Indirect Costs** (15% of MTDC) **$**
2. **Tuition $**
3. **Subcontracts $**
4. **Equipment $**
   1. Rental $
   2. Purchase $

**Total Cost for Fiscal Year $**

Estimated Total Project Budget

Total Time: XX months

1. **Salaries $**
   1. Professional (XX FTE) $
   2. Graduate Student (XX FTE) $
2. **Wages -** Hourly Student (XX FTE) **$**
3. **Fringe Benefits $**
   1. Professional XX% $
   2. Graduate Student XX% $
   3. Hourly Student XX% $
4. **Supplies and Services $**
5. **Travel $**
   1. In-State $
   2. Out-of-State $

***Modified Total Direct Costs (MTDC) $****(Total of Items 1-5)*

1. **Indirect Costs** (15% of MTDC) **$**
2. **Tuition $**
3. **Subcontracts $**
4. **Equipment $**
   1. Rental $
   2. Purchase $

**Total Cost for Fiscal Year $**

Facilities Available

List facilities that are available for use during the project.

Equipment Available

List equipment that is available for use during the project.

Implementation

Make sure that an implementation plan with a methodology for determining cost-benefit is included.

Reports

## Quarterly Reports

## Benchmark Reports

## Final Report

## Implementation Report

References