



CHARLOTTE RESEARCH INSTITUTE

FUNDING PROGRAM DESCRIPTION:

CHARLOTTE RESEARCH INSTITUTE CONFERENCE PROGRAM

The endowment provided by Duke Energy will result in an opportunity for Charlotte Research Institute faculty to enhance their research productivity by hosting topical conferences on our campus. General principles that have been approved by the Institute's Board for the expenditure of Duke Energy funds are:

- Support any and all of the recognized focus areas of the Charlotte Research Institute.
- Emphasize commitments that support the development of human intellectual capital.
- Support proposals based on strategic fit and program excellence rather than on any proportionate basis.
- Emphasize the importance of synergistic projects, including those that offer financial, operation, or research leverage or those that include beneficial collaboration with external parties.
- Enable opportunistic action to support newly developed projects by balancing short- and long-term commitments and creating a flexible awards process.
- Emphasize the importance of funding special initiatives rather than routine expenses.
- Engage an active process of performance management and communication.

This document describes the process by which the support for such conferences will be awarded in accord with the principles above.

Annually in August, the executive director will invite proposals for expenditure of funds in this program via center directors. Any faculty member affiliated with one of the Institute's centers is eligible to prepare a proposal for consideration. The proposal should describe the topic of the conference and the leverage that will result, both programmatic and financial. In general, conferences should bring together preeminent, global experts in a designated field and should be supported by at least one federal agency. Small Gordon-type conferences that attract an elite attendance are encouraged. Funds requested should be specified and should not exceed \$20,000. The conferences should be advertised as:

Charlotte Research Institute Conference Program
Center Name _____
Topical Conference on _____

Proposals will be reviewed by the Institute's center directors and the executive and associate directors. The executive director will, following consultation with committee members, make the award decisions. It is quite appropriate to use this program as leverage in a grant proposal or discussion with agency representatives so that the award is made only when external funding is awarded. Notification of awards will be made in September so that planning for the conference can commence as soon thereafter as is appropriate.

A report of accomplishments will be due within a month of the end date of the collaboration period.



CHARLOTTE RESEARCH INSTITUTE

Vision

The Charlotte Research Institute will enhance the technology infrastructure of the Charlotte region by facilitating the development of intellectual capital through global collaboration with industry, academia and government to create a top-tier interdisciplinary technology research community.

Mission

The mission of the Charlotte Research Institute is to facilitate the development of applied technology by:

- Pursuing strategically planned and focused interdisciplinary research programs in collaboration with industry, academic and government sectors that will generate world recognized accomplishment.
- Advancing the development of human and intellectual capital by attracting and leveraging expertise and resources to enhance the research, academic and technology foundations of the region.



CHARLOTTE RESEARCH INSTITUTE

COVER SHEET - FUNDING PROGRAM REQUEST

FUNDING PROGRAM _____

EVENT TITLE _____

EVENT DATE _____ AMOUNT REQUESTED _____

CONTACT NAME _____ PHONE _____

DEPARTMENT _____

CENTER AFFILIATION _____

DETAILED PURPOSE OF REQUEST (PLEASE ATTACH ANY DOCUMENTATION AVAILABLE) _____

ANTICIPATED IMPACT OF PROJECT AND RELEVANCE TO CHARLOTTE RESEARCH INSTITUTE MISSION

BUDGET:	TRAVEL.....	\$X,XXX
	LODGING	\$X,XXX
	MEALS	\$X,XXX
	HONORARIUM (IF VISIT MORE THAN 2 DAYS)	\$X,XXX
	TOTAL:	\$X,XXX

	CENTER/DEPT CONTRIBUTION	\$X,XXX
	FUNDING LEVERAGE (IF APPLICABLE).....	\$X,XXX
	(DEPT, CENTER, AGENCY, ETC.)	
	AMOUNT REQUESTED OF CRI.....	\$X,XXX

PROPOSED ITINERARY (ATTACH DETAILED DAILY ITINERARY TO THIS DOCUMENT)

US CITIZEN: YES NO

APPROVALS:

SIGNATURE _____ DATE _____

DEPARTMENT CHAIR _____ DATE _____

DEAN _____ DATE _____

CENTER DIRECTOR _____ DATE _____

CHARLOTTE RESEARCH INSTITUTE _____ DATE _____

REPORT OF ACTIVITY/EVENT IS REQUIRED UPON COMPLETION OF PROJECT

FOR OFFICE USE ONLY:

REQUEST APPROVED

REQUEST DENIED

PAYMENT/INVOICES PROCESSED

FOLLOW-UP REPORT



CHARLOTTE RESEARCH INSTITUTE

FUNDING PROGRAM REQUEST

FOLLOW-UP DOCUMENT

FUNDING PROGRAM EVENT _____

WHEN _____

WHERE _____

WHY _____

RESULTS OF ACTIVITY (DESCRIBE BRIEF HIGHLIGHTS OF THE ACTIVITY IN TERMS OF CRI'S MISSION. PLEASE ATTACH ANY PUBLICATIONS, ETC.)

PROGRAM AGENDA/OTHER PERTINENT DOCUMENTATION (HIGHLIGHT SIGNIFICANT PRESENTATIONS, LECTURES, RESEARCH ACTIVITIES, ETC. PROVIDE ATTENDANCE NUMBERS WHEN APPROPRIATE) _____
