



Cotton Incorporated  
REQUEST FOR PROPOSALS  
*2018 Cotton in the Curriculum Program*

**Program Purpose:**

To enhance learning content related to cotton fiber, cotton and cotton rich fabrics, and cotton sustainability in the curriculum for students preparing for apparel, merchandising, fashion, and textile-related careers.

**Eligibility:**

U.S. university and college departments in the fields of textiles, apparel, design, or textile merchandising.

**Background:**

The *Cotton in the Curriculum Program* provides support to select programs at universities and colleges for the purpose of advancing the awareness and understanding of cotton among college and university students. The program is administered by Cotton Incorporated under the Importer Support Program of the Cotton Research and Promotion Program. Applicants are encouraged to visit the company website for additional information about Cotton Incorporated – [www.cottoninc.com](http://www.cottoninc.com).

**Proposals:**

Interested applicants are invited to submit proposals that provide innovative and effective ways to enhance cotton-related content in the teaching curriculum. Examples of eligible activities include development of new teaching modules and materials, experiential learning, expert speakers, etc. We are soliciting proposals that address any of the following three topics.

1. Cotton sustainability—incorporating accurate and science-based information about cotton production, environmental impacts, and production agriculture. Extensive information is available through the Cotton Incorporated, cottonleads.org and cottontoday.com websites.
2. Cotton performance technologies and fabrications—incorporating information about cotton-based technologies such as TransDRY®, STORM COTTON®, TOUGH COTTON® and other technologies that can be applied to enhance performance in cotton textiles. Several examples of technologies and fabrications are available on the Cotton University™ website.
3. Cotton fiber knowledge—incorporating general knowledge of cotton fiber characteristics in innovative and effective ways.

Proposals will be evaluated primarily on their ability to demonstrate the potential for enhancing the overall understanding of cotton in one or more of the three topics listed above. Other factors relevant to the evaluation include:

- The ability to enhance the curriculum beyond what is already taught or offered
- How the enhanced cotton content will be incorporated into the curriculum
- The potential for the instructor(s) to convey the content effectively
- The student reach (number of students impacted directly by the proposed activity)

- The use of information from Cotton University™ and Cotton Incorporated

### **Proposal Format:**

Proposals should not exceed 10 pages and must follow the outline and numbering system detailed below.

#### 1.0 Project cover sheet (ONE PAGE)

1.1 Project Title

1.2 Requested amount

1.3 University or College name

1.4 Faculty Project Leader (including email address, phone number, and mailing address)

1.5 Project abstract

- Please note that these abstracts should only be one-half page in length.

2.0 Detailed description of proposed activities including an explanation of how the proposed project and anticipated outcomes meet the objective of the Cotton in the Curriculum Program

3.0 Estimated number of students involved in the program.

- Please note that only students *directly* involved in the project should be noted.

4.0 Schedule, including start and completion dates and significant milestones

- Dates for all project activity must fall within the 2018 calendar year. Please note that faculty should plan to submit a final project report in electronic form at the conclusion of the project. (More specific details for this report will be provided to successful applicants.)

5.0 Project budget detail (use of funds by category of expenditure e.g., materials, supplies, labor travel, etc.). Successful applicants will provide well thought out and substantiated cost estimates for their proposed projects. Funds requested for faculty salary or benefits must be clearly justified and not excessive relative to the total requested grant amount.

6.0 Supporting information

6.1 Contact information for lead faculty, department, and college or university (including email address, phone number, and mailing address)

6.2 Description of department program and relevant curriculum

6.3 Summary curriculum vitae of faculty involved in the project

### **Other Program Information**

- Awards typically range from \$10,000 to \$50,000. All successful applicants will be awarded 50% of the total grant upon execution of the grant agreement, a second payment of 40% based on achieving a progress milestone. The remaining 10% of the grant award will be issued after the completion of the project and submission and acceptance of a final report.
- Awards will not be made to support sponsorship of general events or fashion shows.
- Please keep faculty stipends to a minimum/reasonable amount as the majority of the program funds are intended for support of program activities.
- Indirect costs will not be funded through this program.
- All projects must begin and be completed within the 2018 calendar year.
- Applicants will be notified of their proposal status by January 2018.
- Program staff reserves the right to make a site visit or pursue further communication with applicants. Select grant winners may be asked to modify their project to include a visit for students and relevant faculty to Cotton Incorporated's world headquarters and research center in Cary, North Carolina. Possible tour dates will be provided with proposal acceptance.

- Cotton Incorporated wants to see the Cotton University™ website and resources utilized as much as possible. Please be creative in ways to incorporate these elements into your proposal.
- Budgets should be sufficiently detailed. Request for funds that provide general funding support to the university, college, or school, or essentially function as overhead or indirect cost charges will not be supported.
- Requests for Cotton Incorporated staff participation in project events are subject to availability.
- Please include one primary contact for the project when multiple faculty members are involved.

**Proposal Submission**

All proposals must be submitted by 5:00 pm EST on Tuesday, November 14, 2017. Proposals must be submitted in electronic form. Electronic copies of proposals and any questions about the program should be sent to [CottonEducation@cottoninc.com](mailto:CottonEducation@cottoninc.com).