

SUNY Suggested Guidelines for FY 2010 Appropriations Requests

The following guidelines are provided for your consideration in developing your FY 2010 appropriations requests.

- Congressional earmark requests for non-defense related projects should be for an amount less than \$1 million. Defense requests should be \$3 million or less.
- Projects must reflect your campus' mission and area of expertise.
- Develop short, concise "plain English" proposals that will be understood by those without a scientific background.
- Emphasize collaborations, if they exist, between both SUNY and the Private Sector, SUNY and other private higher education partnerships – multi-campus initiatives or partnerships with colleges and universities in other states.
- If requests are part of a large consortium, focus on the elements important to the SUNY entity and the amount of money that will be directed to the SUNY campus.
- Projects with existing startup funding will receive priority consideration.
- Make sure to include any campus support (both financial and in-kind commitments).
- Emphasize previous, current and future New York State or other federal agency support.
- If your request can build on an existing Center of Excellence, CAT, STAR Center or other established entity, please emphasize this relationship.
- Indicate economic impact, job creation or something related to growing or sustaining the workforce, community benefit/support for your project (i.e., Chamber of Commerce, Mayors, Council Members, local political figures).
- Business and industry partnerships are helpful (Congress is looking for many levels of participation and cooperation).
- Capital construction requests are unlikely to be supported.
- Be aware that some Department of Defense research programs will require that only American citizens carry out the scope of work. Foreign nationals will not be able to participate in these instances, although this is not the case for all defense/national security related research programs
- The project must be executable (able to begin before the end of the fiscal year requested).
- Projects that already have a willing program manager within the government will be executed quicker and will attract congressional support.