ITRC Project Proposal Frequently Asked Questions (FAQ)

The following represent frequently asked questions about the ITRC Project Proposal process and submission. If you have any additional questions as any time, please contact Patty Reyes, ITRC Director, preyes@ecos.org.

Who can submit an ITRC project proposal?
Anyone can submit an ITRC project proposal except a current ITRC Board of Advisor voting member. We ask that you list the contact information [name, organization, phone number(s), and email address] for each individual submitting the proposal. If possible, we request that you identify at least two potential state employees that have indicated an interest and ability to serve as the team leaders.

What are the important 2022 dates I need to know for the proposal process?
The proposal process will occur in Spring/Summer 2022 with the following deadlines:
- ➢ **Request for Project Proposal**: April 6 – May 6
- ➢ **Project Proposal Due to ITRC**: May 6 *(5pm ET)*
- ➢ **Presentation (virtual) to Board of Advisor**s: June 1 (Optional)
- ➢ **Revised Final Proposal Due to ITRC**: June 8 *(5pm ET)*
- ➢ **Final Selection and Announcement of Teams**: August 2022

Can I submit an ITRC project proposal on any environmental topic?
Yes, all environmental topics will be considered. ITRC lists some Environmental Priorities on the webpage and encourage proposals that will address these priorities. We will also consider proposals that address environmental issues not included in this list or proposals that would update existing ITRC Guidance Documents.

Can I submit a proposal for a research project?
No, ITRC does not fund research projects. ITRC funds projects for best environmental practices, technological overviews, regulatory issues, and produces documents and training that broaden and deepen technical knowledge and expedite quality regulatory decision.

How are proposals evaluated?
Proposals are evaluated by the ITRC Board of Advisors and ITRC members, including the State Engagement Program, Federal Agencies, Industry Affiliates Program, and Tribal/Public Stakeholders. You can view the specific evaluation criteria by visiting the ITRC Planning webpage.

Do you have an example of an ITRC final proposal?
Yes. We recently added a final proposal example to help potential submitters understand the streamlined presentation and detail to information we need to evaluate a proposal. You can find the example project proposal on the ITRC Planning webpage.

If selected, what is the time commitment for an ITRC team?
A typical ITRC project can last between 15 months and 24 months. Depending on your role (as a Team Lead or a team member) the time commitment can vary.