

Core User Facilities (CUF)

A Program to Build Research Capacity in STEM Disciplines

Request for Proposals

DEADLINE DATES:

Proposals Due: Open Deadline until June 30, 2026



LOUISIANA
NSF EPSCoR
ADVANCING GEOGRAPHIC DIVERSITY IN STEM



LOUISIANA ESTABLISHED PROGRAM TO STIMULATE COMPETITIVE RESEARCH (EPSCoR)

Supported by:

The National Science Foundation and the Louisiana Board of Regents

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Baton Rouge, Louisiana 70802

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Issuance Date: August 15, 2025

A. Program Overview

The Board of Regents (BoR) solicits proposals to cover the costs of travel and instrument use fees incurred in the use of the jurisdiction's shared research facilities. The Core User Facilities (CUF) program will be administered through the BoR's Office of Research and Sponsored Initiatives and will operate under the guidance of the State's EPSCoR Committee. This funding opportunity is made possible through the *Louisiana Networks of Excellence for Tomorrow (LA-NEXT)* project which is funded by the US National Science Foundation's EPSCoR Collaborations for Optimizing Research Ecosystems (E-CORE) program through a four-year (2025-2029) grant to the Louisiana Board of Regents.

Through Federal/State supports, an ecosystem of Core User Facilities (CUF) at LSU, Louisiana Tech, University of Louisiana at Lafayette, and Tulane University has been established, which includes the Advanced Manufacturing and Machining Facility (AMMF), the Materials Manufacturing, Testing, and Evaluation Facility (MMTEF), the Advanced Microscopy and Analytical Core (AMAC) formerly known as SIF, the Institute for Micromanufacturing (IfM), the Institute for Materials Research and Innovation (IMRI), the Coordinated Instrumentation Facilities (CIF), and the Tulane Instrumentation for Nanoscience & Innovation (TINI). The CUF provides a lasting and sustainable platform for integration that is accessible to researchers across the state of Louisiana and in industry. For more information regarding the CUF, please visit <https://lamda.rsi.laregents.edu/research/cuf/>.

This RFP is designed to facilitate science and engineering (S&E) research, education and training opportunities for faculty, post-doctoral researchers, and graduate and undergraduate students by providing access for qualified proposals to the CUF. Preference may be given to projects aligned with the research priorities of the [State Science & Technology \(S&T\) plan](#) but all projects that utilize CUF instrumentation and expertise are eligible for consideration.

A.1 Louisiana Networks of Excellence for Tomorrow (LA-NEXT) Overview

The vision of **LA-NEXT** is to build and sustain strong networks of collaboration, communication, and partnership among the diverse institutions of higher education in the jurisdiction, thus transforming the STEM R&D enterprise of the State. These networks of excellence will extend to K-12 institutions and for-profit, non-profit, academic, and non-academic entities, resulting in a highly diverse research and education environment that will accelerate innovation and enhance economic development in Louisiana. This initiative is a realization of the framework laid out in the [State Science & Technology \(S&T\) plan](#), *FIRST Louisiana*. *FIRST Louisiana* provides a comprehensive statewide approach to science and technology research, development, and innovation, and is a roadmap for future investments in the State. LA-NEXT is led by the Louisiana Board of Regents, which houses the Louisiana EPSCoR office and coordinates all public institutions of higher education in the State.

B. General Information

B.1 Eligibility

Individuals who hold a regular tenured or tenure-track or research faculty position or postdoctoral research position at any Louisiana public institution of higher education, or at any Louisiana higher education institution that is a member of the Louisiana Association of Independent Colleges and Universities, are eligible to apply. Awards are to be single investigator. While co-PIs are allowable, one and only one individual must be listed on the cover sheet as principal investigator.

In addition, graduate and undergraduate students may participate but **must** be sponsored by a tenured or tenure-track faculty member or research faculty, who will serve as the Principal Investigator (PI).

B.2 Award Information

The awards are anticipated to be up to \$2,000, of which \$500 may be used for travel to and from the CUF. Supplies are not an allowable expense under this program. Multiple proposals from the same PI are allowable. Funds will be made available by contract from the BoR to the Principal Investigator's (PI) institution. Institutions are strongly encouraged to waive the F&A on these awards to maximize the impact of the grants.

All publications and presentations resulting from the CUF funding should use the following acknowledgment statement, "This research was funded in part by U.S. National Science Foundation under Grant Number OIA-2437963 and Louisiana Board of Regents."

B.3 Proposal Format Requirements

The following proposal requirements must be followed closely. Proposals that do not adhere to all of these guidelines and stipulations will not be considered. All sections of the proposal must be formatted to a standard 8-1/2" x 11" page; all pages are to be numbered consecutively and have 1-inch top, bottom, and side margins.

Cover page

The faculty applicant/sponsor must be the PI on the application. Please use the form provided.

Proposed Research (1-page max)

- Rationale: discussion of the technical background and engineering/scientific justification. This should include project objectives and justification for how the research will benefit from the usage of the CUF.
- Test Plan: What exactly will be done? How will the CUF be used? Motivations, methods, likely outcomes?

References

Not to exceed one page.

Budget and Budget Justification

Please use the budget form provided. The budget justification should clearly delineate the following:

- Must specify which CUF facility/facilities will be utilized (award is primarily for the usage of CUF facilities, but up to \$500 may be used for travel to the location of the facility).
- Must estimate the number of hours of CUF usage needed to complete the project.
- Must specify instruments to be used.

B.4 Selection Criteria

Proposals will be reviewed according to the criteria listed below:

- Strength of proposed research project
- Potential for further funding

- Alignment with State S&T plan
- Industry collaboration

C. Proposal Submission

This program has an open deadline from August 15, 2025, until June 30, 2026. Proposals will be accepted throughout this period, **contingent on availability of funds**. Proposals must be received by the LOGAN proposal system **at least thirty (30) days prior to the requested start date of travel**. Proposals must be submitted electronically in pdf format; the BoR will not accept hard copy submissions.

After the PI submits the completed proposal to his/her campus' OSP, Institutional Advancement, or Grants Office via LOGAN, confirmation of receipt of the electronic proposal will be e-mailed to the PI and to the campus. If the confirmation email is not received within 12 hours, the proposal was not accepted into LOGAN. Please contact the LA EPSCoR office by phone at (225) 342-4253 or by email at rsi@laregents.edu.

NOTE: The PI is responsible for ensuring that the proposal is complete and correct upon submission to the Board, and no changes may be made to any proposal after the submission deadline. Disqualification of a proposal and/or any reviewer misunderstandings that occur because proposal contents (including all required forms) are incomplete, out of order, or contain incorrect information are solely the responsibility of the applicant.

The CUF proposal must be submitted to the Board of Regents electronically by the authorized institutional representative (i.e., office of sponsored programs or office of sponsored research) of the PI's institution. Electronic submission by the authorized representative will signify institutional approval of the proposal and acceptance of the requirements outlined in this RFP.

D. Reporting and Evaluation

At the conclusion of the CUF project, the principal investigator shall submit the CUF final report via the Board of Regents' LOGAN system and must respond to the request within 30 days.

E. Questions About RFP

Specific questions concerning this RFP and the requirements set forth herein should be directed to Ms. Jessica Patton, Federal Programs Administrator, by email: jessica.patton@laregents.edu.

Core User Facilities

1. Applicant's Name, Position & Contact Information

(Last Name)	(First Name)	(MI)
()		
Phone	Email	
(Institution)	(Department/Unit)	

- PI Status:** ☐ Tenure-track
☐ Tenured
☐ Research Faculty
☐ Postdoctoral Researcher

- PI Rank:** ☐ Assistant Professor
☐ Associate Professor
☐ Full Professor

Core User Facility: Please check the CUF facility/facilities to be used:

- ☐ Advanced Manufacturing and Machining Facility (AMMF)
- ☐ Materials Manufacturing, Testing, and Evaluation Facility (MMTEF)
- ☐ Advanced Microscopy and Analytical Core (AMAC) (formerly SIF)
- ☐ Institute for Micromanufacturing at LA Tech (IfM)
- ☐ Coordinated Instrumentation Facilities (CIF)
- ☐ Institute for Materials Research and Innovation (IMRI)
- ☐ Tulane Instrumentation for Nanoscience & Innovation (TINI)

Science & Technology Research Areas: Please check all that apply:

- ☐ Advanced Manufacturing
- ☐ Agriculture & Forestry
- ☐ Biomedical
- ☐ Cybersecurity
- ☐ Coastal Restoration
- ☐ Energy
- ☐ Resilience & Disaster Recovery
- ☐ Structural Integrity Assurance

2. Project Title:

3. Proposed Date of Travel:

Personal Information

This information is used for reporting purposes to NSF only. All information remains confidential. Provision of this information is voluntary.

Personal Information	Traveler 1	Traveler 2 (if applicable)
Gender:		
Racial Background: (mark one or more boxes as applicable)	☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian or Other Pacific Islander ☐ White ☐ Decline to Answer	☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian or Other Pacific Islander ☐ White ☐ Decline to Answer
Do you have a disability that limits your activities?	☐ Yes ☐ No ☐ Decline to Answer	☐ Yes ☐ No ☐ Decline to Answer

Budget Form

ORGANIZATION						
PRINCIPAL INVESTIGATOR						
A. SENIOR PERSONNEL: List personnel separately. Indicate number & type of months for each.				Funds Requested	Institutional Match	Total Costs
A.5-6 show total number Other in brackets.						
	CAL.	ACAD.	SUMR.			
1						
2						
3						
4						
5 [] Other Senior Personnel						
6 [] Total Senior Personnel						
B. OTHER PERSONNEL (show #s)						
1 [] Post Doctoral Assoc.						
2 [] Other Professionals						
3 [] Graduate Students						
4 [] Undergraduate Students						
5 [] Secretarial/Clerical						
6 [] Other						
Total Salaries & Wages (A+B)						
C. FRINGE BENEFITS (if charged as direct costs)						
Total Salaries, Wages, & Fringe (A+B+C)						
D. PERMANENT EQUIPMENT (List item & dollar amount for each item exceeding \$5000)						
Total Permanent Equipment						
E. TRAVEL						
1 Domestic (Incl. Canada & U. S. possessions.)						
2 Foreign						
F. PARTICIPANT SUPPORT COSTS						
1 Stipends						
2 Travel						
3 Subsistence						
4 Other						
Total Participant Costs						
G. OTHER DIRECT COSTS						
1 Materials and Supplies						
2 Publication Costs/Pages Charges						
3 Consultant Services						
4 Computer (ADPE) Services						
5 Subcontracts						
6 Other						
Total Other Direct Costs						
H. TOTAL DIRECT COSTS (A thru G)						
I. INDIRECT COSTS (Specify rates.)						
Total Indirect Costs						
J. TOTAL DIRECT & INDIRECT COSTS (H + I)						