



Call for **Pre-Proposals**

Deadline: Friday, August 15, 2008, 23:59 (PST)

Overview

The AAA Foundation for Traffic Safety is seeking pre-proposals for traffic safety research and education projects for consideration for sponsorship in 2009.

The first step in obtaining sponsorship from the AAA Foundation is to submit a brief pre-proposal as described below. Pre-proposals are evaluated on the basis of the relevance of their research questions and objectives to traffic safety in general and their overall “fit” with the research program and interests of the AAA Foundation in particular. The purpose of the pre-proposal is to allow researchers and others to communicate the main idea of their proposed research to the AAA Foundation without the burden of developing a full proposal.

The authors of selected pre-proposals will be invited to submit full proposals, which are evaluated by the AAA Foundation staff and in some cases by traffic safety experts outside of the AAA Foundation. Finally, the AAA Foundation’s Research and Development Advisory Committee evaluates selected full proposals and chooses which projects to fund.

The AAA Foundation is also extremely interested in getting suggestions for research or education projects it might initiate from organizations throughout the traffic safety community that see a “need” but aren’t necessarily seeking financial sponsorship.

The remainder of this notice describes the current research focus of the AAA Foundation and the process of developing and submitting a pre-proposal.

Our Research Focus

The AAA Foundation is interested in a broad spectrum of traffic safety issues; however, as part of our strategic planning, in 2009 we intend to focus the majority of our efforts on four major areas:

- Traffic Safety Culture
- Teen Driver Safety
- Senior Safety and Mobility
- Road Safety

We have conducted and are continuing to conduct several research projects in each of these areas. For background and information about our current and recently-completed research,

we recommend reviewing our ongoing projects, available at www.aaafoundation.org/projects and our recent publications, available at www.aaafoundation.org/reports. In the teen driver safety area we have a large, multi-year evaluation of novice driver training underway, and in the road safety area we have invested substantially in a road assessment program (“usRAP”) pilot that we envision transitioning to an operational program in 2009. Accordingly, any pre-proposals in either of these areas must clearly complement those efforts.

Our short range plans call for continued emphasis in each of these four areas. Pre-proposals for projects in the four areas will receive priority, however outstanding pre-proposals on traffic safety topics outside of the four areas above will also be considered.

Our longer-range plans call for substantially expanding the resources dedicated to each of these four focus areas. To that end, the AAA Foundation is actively pursuing development efforts to raise additional monies that could be invested in these focus areas. As sufficient resources are obtained in any one area, the Foundation expects to launch a Center of Excellence in that area. Eventually, we foresee Centers in each area. Please see our tentative plans for the Centers of Excellence: http://www.aaafoundation.org/about_us/index.cfm. Pre-proposals that fall within one of our four focus areas and are consistent with the tentative plans for those Centers of Excellence will be given priority.

Please note that as a matter of policy, the AAA Foundation **does not**:

- Fund research to develop new devices or to evaluate proprietary technologies
- Fund purely-local projects, other than in the case of pilot projects which are conducted at the local level but are intended to have broad applicability subsequent to the initial pilot phase
- Endorse specific products or manufacturers

Pre-Proposal Submission Process

The first step in the annual funding cycle is to submit a pre-proposal, via email, by **11:59 PM (PST) on Friday, August 15, 2008.**

Authors of pre-proposals will receive notification by early November regarding whether or not a full proposal is requested. Those who are invited to submit full proposals will be given approximately four weeks to develop the full proposal. Funding decisions will be made in February 2009 at the annual meeting of the AAA Foundation’s Research and Development Advisory Committee.

Proposals submitted to the AAA Foundation may be shared with advisors from AAA, the Canadian Automobile Association (CAA), and other external experts selected by the AAA Foundation to review specific proposals.

The proposed project must be original work, which has not already been performed independently or for another sponsor. Evidence that your pre-proposal (or full proposal, if requested; or contract award, if funded) includes work already completed, constitutes grounds for disqualification of your pre-proposal or full proposal, or termination of your contract, as warranted by the circumstances.

If a proposed project is to make use of or build upon work that is ongoing or has already been completed, please indicate this clearly in your pre-proposal, and differentiate clearly between work already completed, ongoing work, and new work that you are proposing to conduct for the AAA Foundation. If necessary, this may be included in an appendix in a separate file, which does not count against the three-page limit.

Pre-proposal content

Prior to being invited to submit a full proposal, you must submit a three-page pre-proposal containing the following elements:

Abstract (first page)

- Brief, descriptive title
- Researcher names and affiliations
- Abstract (maximum 300 words)

Body (two page maximum)

- Concise statement of what the proposed project would seek to accomplish, including the specific research question or questions that the project would attempt to answer and how knowledge gained from the project could be used to improve traffic safety.
- Brief background and context for project and why it should be undertaken (one or two paragraphs).
- General description of proposed research methodology, including overall study design (e.g., randomized controlled trial, before-after study, case-control study, cross-sectional survey), source(s) of data, data collection methodology, etc.
- Estimate of project duration (in months) and cost. The cost estimate should include any indirect costs charged by your institution. Note that the AAA Foundation does not have a maximum indirect rate; however, total project cost is considered in funding decisions.

A detailed budget and timeline are not required at the pre-proposal stage. If you are invited to submit a full proposal, a detailed budget and timeline will be required as a part of your full proposal. You will be allowed to adjust your cost and timeline in your full proposal relative the estimates that you provide in your pre-proposal.

- Brief overview of the author's (and any co-investigators or partners) qualifications to conduct the proposed project (one paragraph).

Pre-proposal format

All pre-proposals must meet the following formatting requirements.

- 12-point font (Arial font is preferred)
- One-inch margins on all sides
- No headers, footers, or footnotes.
- References may be cited using (Author, date) format or endnotes. Please do not use footnotes. If necessary to keep within the page limit, a list of all references cited can be provided on a fourth page.

- Three-page maximum, excluding reference list and any appendices.
- Cover letters and title pages are not requested and will be discarded.

Note: Suggestions for research or education projects that you'd like us to consider but don't want to do yourself only require a paragraph or two describing your idea. All formats accepted.

Pre-proposal submission

Pre-proposals must be submitted via email to proposals@aaafoundation.org and must be in Microsoft Word (DOC or DOCX) or rich text format (RTF).

Please name the attached file using the last name of the author or institution and a very brief descriptive title, e.g., *Smith-EvaluatingDriverEd.doc*.

Acceptance/Rejection

Authors of proposals will be notified by early November, via email, when decisions have been made.

For those who are invited to submit full proposals, detailed guidelines for developing and submitting full proposals will be made available at a later date, and will be provided at the time of invitation.

Although researchers may wish to know why a pre-proposal was not selected, the AAA Foundation does not critique or otherwise comment on rejected pre-proposals.

If you have questions, contact Dr. Scott Osberg, Director of Research (sosberg@aaafoundation.org, 202-638-5944 ext 7) or Brian Tefft, Research Associate (btefft@aaafoundation.org, ext 8).

Sign up for our RFP Listserv

The AAA Foundation periodically posts requests for proposals for specific projects or specific research areas. If you would like to receive notification of AAA Foundation RFPs, please register for our RFP Listserv. To register, send an email to RFP@aaafoundation.org with only the word **subscribe** in the subject line. Please leave the body of this email blank. You will receive a confirmation email to which you must reply in order to be added to the listserv. Please do not add to or change anything in the body of this message when you reply to it.

About the AAA Foundation for Traffic Safety

Founded in 1947 by the AAA, the AAA Foundation for Traffic Safety is an independent, not-for-profit, publicly supported charitable research and educational organization. The AAA Foundation sponsors basic and applied research and public educational outreach intended to achieve real-world improvements in traffic safety. The AAA Foundation's work is funded by voluntary contributions from AAA, CAA, and their affiliated automobile clubs, affiliated insurance companies, individual AAA and CAA members, and others.

Last updated on June 25, 2008