Timeline for Federal Expressions of Strength (FES) Projects

College of Engineering

**Wednesday, December 16, 2015 or Friday, December 18, 2015**
Informational Q&A sessions for College of Engineering faculty will be held prior to the Tuesday, January 5, 2016 deadline for “intent to submit” email responses to the PI’s department head and the Associate Dean for Research.

- Wednesday, December 16, 4:00 – 4:30 pm, 1044 Rathbone
- Friday, December 18, 9:00 -9:30 am, Edwards Conference Room, Fiedler

**NOTE:** To have a basic understanding of how the complete federal relations process works at K-State, it is important that the workshop video recorded in October 2013, “Understanding Opportunities for Federal, State and Agency Funding,” be viewed prior to attending one of these information sessions. The recording can be viewed at engg.ksu.edu/ergp/development/fes.html.

**Tuesday, January 5, 2016**
Intent to Submit. Submit an email to the PI’s department head and Associate Dean for Research, ergp@k-state.edu. Include FES title, PI, other departments/colleges involved and a short explanation (50 words).

**Friday, January 8, 2016**
Governmental Relations Office deadline for Engineering to submit listing of proposed FES projects by Engineering Dean’s Office.

**Monday, February 1, 2016**
Deadline for PIs to submit completed FES one-page template and FES Engineering Cover Sheet to ergp@k-state.edu.

**February 2-22, 2016**
Review of proposals and ranking by Engineering FES Review Committee. Feedback provided to PIs.

**Monday, February 8, 2016**
Editor review of all FES one-page submissions.

**Wednesday, February 10, 2016**
Deadline for PIs to submit completed PowerPoint slide to ergp@k-state.edu.

**Friday, February 12, 2016**
Governmental Relations Office deadline for Engineering Dean’s Office to submit ranked FES list and summaries of projects for review by Federal Relations Committee.

**Wednesday, February 17, 2016**
Editor review of all FES PowerPoint slides returned to PI.

**Friday, February 22, 2016**
Comments returned from Federal Relations Committee and Engineering review committee and disseminated by the College to project PIs.

**Tuesday, March 1, 2016**
Deadline for PIs to submit completed, revised FES one-page final document, final FES Engineering cover sheet, and FES PowerPoint slide to ergp@k-state.edu.

**Friday, March 4, 2016**
Governmental Relations Office deadline for submission of FINAL Engineering project one-page submissions.