

ITRC Project Team Proposals - Frequently Asked Questions (FAQ)

If you have any additional questions at any time, please contact Charles Reyes, ITRC Director, at creyes@ecos.org.

What are the key proposal deadlines and other important dates for the proposal process?

Stage	Date
Project Team Proposal & Optional Video Presentation Due	May 15, 2024 (5pm ET)
Proposal Ranking Begins	May 28, 2024
Proposal Ranking Ends	June 28, 2024
Proposals Selected by ITRC Board of Advisors and ERIS Board of Directors	July 2024
Announcement of 2025 Project Teams	August 2024

Who can submit an ITRC Project Team proposal?

Anyone can submit an ITRC Project Team proposal. Please include contact information for everyone involved in developing the proposal.

What format should the proposal be submitted in?

All proposals must be developed using the [2025 Project Team Proposal Form](#) and emailed to Charles Reyes, ITRC Director, at creyes@ecos.org.

Do you have an example of an ITRC Project Team Proposal?

Yes. Project Teams proposals submitted and approved by ITRC in prior years are available to review [here](#). Please note that the Proposal Forms and requirements have changed over the years.

Can I submit a proposal for a research project?

No, ITRC does not fund research projects. ITRC funds Project Teams that focus on creating tools and strategies to reduce interstate barriers to the deployment of innovative environmental technologies.

Can I submit an ITRC Project Team proposal on any environmental topic?

Yes, all environmental topics will be considered, including proposals that would update existing [ITRC Guidance Documents](#).

How many State Team Leaders are required to be included in the Proposal Form?

You are required to recommend at least one proposed Team Leader in your proposal who must be an employee of a state environmental agency or equivalent state agency. If your proposal is selected for a Project Team, recommended State Team Leaders will be interviewed along with other interested individuals. All Project Teams are required to have two State Team Leaders. See the [ITRC Team Leader Guide](#) for more information.

What is the difference between the Environmental Topic and the Project Title?

An environmental topic is a broad word or phrase that helps ITRC categorize project proposals. ITRC has a list of potential Environmental Topics [here](#). The U.S. EPA provides an extensive list of examples [here](#).

A project title should be more specific and solution oriented. It should further define the environmental topic being addressed and the intended outcome of the proposed project.

What are some examples of ITRC deliverables?

The [ITRC Product Definitions Guide](#) provides information about ITRC deliverables. This is not an exhaustive list. Examples of completed [ITRC Guidance Documents](#) and [training deliverables](#) are also available on the ITRC website.

If selected, what is the time commitment for an ITRC Project Team?

A typical ITRC Project Team is active between 15 months and 24 months, and it is dependent on the several factors including the Project Team's environmental topic, approved deliverables, and available funding. Depending on your role (as a Team Leader or a team member) the time commitment can vary.

How are proposals evaluated?

Proposals are evaluated by the ITRC Board of Advisors with input from the ITRC State Engagement Program, supporting Federal Agencies, and Industry Affiliates Program.

Where can I find more information about the ITRC Project Team proposal process?

<https://itrcweb.org/teams/planning>