



COVA CCI – Request for Proposals Frequently Asked Questions

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1. What is allowable for CCI sponsored projects – use of funds? (VRIC, 2019)

- Cybersecurity and CPSS-focused experiential learning opportunities (internships, research experiences, etc.) for undergraduate and graduate students enrolled at public institutions; A program that informs and prepares undergraduate and graduate students enrolled in public institutions of higher education to obtain security clearances (program created once and then disseminated across all Nodes)
- Alignment of undergraduate cybersecurity and CPSS-focused degree program content across Node institutions and with industry needs (as described in the Blueprint)
- Expansion of curricula at the Cyber Range



- Expansion of programming at the Cyber Range for PK-12 teachers and community college faculty to promote its use
- Shared research resources, such as test beds, secure networks, etc., described in Node applications
- Cross-Node visiting researcher program
- Build-out of technology transfer office cybersecurity and CPSS expertise; expertise to be shared within the Node and/or across the Network
- Scouting for cybersecurity and CPSS inventions
- Patent costs for cybersecurity and CPSS inventions
- Customer discovery programs; NSF i-Corp-style and i-CAP programs for cybersecurity and CPSS-focused products of research
- Other support for commercialization of the products of Node-based cybersecurity and CPSS research
- Collaborative activities across Nodes related to institutional IT security, technology needs of researchers, mutual support agreements, incidence response, etc.

2. What is unallowable for CCI sponsored projects – use of funds? (VRIC, 2019)

Any Node-contributed funds used for the following activities shall not be offered as the basis for CCI matching funds. CCI matching funds shall not be used for the following activities.

- Any activity restricted by law, regulation, policy, etc., for the use of state funds (e.g., alcohol, lobbying, etc.)
- Activities at private PK-12 schools
- Any costs associated with undergraduate degree growth
- Any costs associated with designing new undergraduate degree programs
- Costs of developing and delivering undergraduate capstone programs, except as part of the larger effort to align cyber and CPSS-focused undergraduate program content with industry needs listed under Allowable, above.
- Portion of salaries and benefits of faculty for time spent teaching undergraduates, including teaching cyber-related courses
- Fees for security clearances
- Programs for veterans to transition to cyber and CPSS careers (the Commonwealth has already funded programs such as these)
- Professional development for incumbent IT workers to gain cybersecurity proficiencies and certifications (the Commonwealth has already funded programs such as these)
- Develop post-baccalaureate certificate program for graduates who majored in other fields to gain proficiency in cybersecurity and CPSS
- Scaling of digital fluency across all undergraduate majors
- Scholarships for costs of attendance at institutions of higher education



- Stand-alone technology transfer office dedicated only to serving commercialization of Node research

3. What other restrictions or other allowable use of funds have been placed on CCI sponsored projects? (VRIC, 2019)

- CCI funds should be used to build capacity and develop platforms for multifaceted programs, rather than to fund individual research projects (in accordance with the recommendation of the CCI Leadership Council)
- *Talent Pipeline*: Before including a Talent Pipeline strategy and associated initiatives in the budget request, Nodes should ensure alignment with the VRIC work group's discussion explained under Node Strategic Plans, above.
- *Private Institutions of Higher Education (non-profit and for-profit)*:
 - Experiential Learning: No CCI funds may be used for payments to students enrolled in private institutions of higher education for experiential learning opportunities. Payments to those students from other sources shall not count as the basis for the match of CCI funds.
 - If CCI funds are expended on shared infrastructure located at a public institution of higher education, then private institutions may also use those resources.
 - Nodes may contract with private institutions to provide access to resources for faculty at, and students enrolled in, public institutions.
- *Public PK-12 School Systems*: VRIC work group members remind Nodes that PK-12 funding for activities similar to those described in Node applications has routinely been removed from the state budget by the General Assembly. Therefore, caution is advised in requesting funding for PK-12 activities.
 - Developing cyber and CPSS-focused curricula and delivering it to PK-12 public school teachers is an allowable use of funds (created once and disseminated).
 - Cyber and CPSS-focused research experiences at public institutions of higher education for PK-12 teachers is an allowable use of funds.
 - Camps for kids, career exploration fairs and/or other programs that promote general tech sector careers (even those with a cybersecurity component) are usually an unallowable use of funds; however, VRIC will consider meaningful, rigorous, cyber- and CPSS-specific activities for PK-12 students on a case-by-case basis.
- *Virginia Space Grant Consortium*: The funds provided by the state to VSGC, including GO Virginia funds, shall not count as Node-contributed



funds offered as the basis for CCI matching funds. Nodes may contract with VSCG to provide services to the Node.

- *Indirect Costs and/or Facilities & Administration Costs:* CCI funds shall not be used for facilities and administration costs (i.e., indirects). Nodes may offer unrecovered F&A as the basis for matching funds, separately calculated for each of the four broad categories.
- *Endowments:* CCI funds shall not be placed in an endowment; expenditures from an endowment may count as Node-contributed funds offered as the basis for CCI matching funds.

4. Who submits the proposal when multiple institutions/organizations are working together?

All proposals must have a lead Principal Investigator and institution/organization identified. The PI will submit the final proposal on behalf of all partner institutions/organizations. The PI needs to ensure that all partners provide the required budget requirements and other documents as specified in the RFP. The proposal must also clearly identify the principal investigator and any co-PI(s) for the project.

5. How are project budgets calculated?

The COVA CCI Project Budget Worksheet will be used to report the budget costs and to provide justification.

- Click her for the [Norfolk State Office of Sponsored Programs](#). (NSU Office of Sponsored Programs)
- Click here for the [Old Dominion University Research Foundation budget guidance](#). (ODU Guide to Creating Budgets)
- Click her for the [William & Mary Office of Sponsored Programs](#). (W&M Office of Sponsored Programs)

6. Publication acknowledgement for CCI sponsored activities.

Use this language in all publications submitted as part of CCI sponsored activities:

“This work was supported [in part] by the Commonwealth Cyber Initiative, an investment in the advancement of cyber R&D, innovation and workforce development. For more information about CCI, visit cyberinitiative.org.”

7. For Old Dominion University faculty/staff only.

a. Are COVA CCI projects managed by ODU Research Foundation?

Research projects funding by COVA CCI, CCI, or other CCI Nodes will be managed through the ODU Research Foundation.



b. Can research faculty use COVA CCI funded projects for research conversion contracts?

c. No, since this project is managed by Academic Affairs and it is not eligible to be used for 12-month conversions for research faculty.

d. How do I hire a Graduate Research Assistant?

Hiring of students (undergraduate and/or graduate) students for projects that are being managed through ODURF will use the appropriate ODURF hiring procedures and guidelines.

e. What is the COVA CCI Budget Code?

The COVA CCI budget code is 5CCN5.

f. How do I spend funds awarded through COVA CCI?

Funds for projects managed by ODURF will execute funds through the ODURF Portal.

References

NSU Office of Sponsored Programs. (n.d.). Retrieved from Norfolk State University: <https://www.nsu.edu/Academics/Faculty-and-Academic-Divisions/Schools-and-Colleges/School-of-Graduate-Studies-and-Research/Sponsored-Programs>

ODU Guide to Creating Budgets. (n.d.). Retrieved from Old Dominion University Research Foundation: <http://www.researchfoundation.odu.edu/grantscon/createbudget.html>

VRIC. (2019, August 13). *VRIC Meetings.* Retrieved from SCHEV: <https://www.schev.edu/docs/default-source/VRIC/2019-08-13/agenda-item-7b---cci---guidance-to-regional-nodes---requests-for-funding.pdf>

W&M Office of Sponsored Programs. (n.d.). Retrieved from William & Mary: <https://www.wm.edu/offices/sponsoredprograms/index.php>