



# Path to Excellence and Innovation Initiative

## University Application



The Path to Excellence and Innovation Initiative is designed to assist Historically Black Colleges and Universities in competing for, securing, and managing contracts with the National Institutes of Health. This will be accomplished by strengthening HBCUs' contracting infrastructure and improving collaboration with business partners.

<b>The Applicant</b>		
University Name:		
University Address:		
Application submitted by:		
Title:		
Email:		
Telephone number:		
Are you authorized to commit the university to a contract:		
Alternate Point of Contact:		
Title:		
Email:		
Telephone number:		
<b>Eligibility</b>		
Past Performance	Within the past five years, has this university performed as either a prime or a subcontractor on a federal contract?	
	Provide one contract or subcontract	
	Agency:	
	Contract Number:	
Organizational Capabilities	Please select one or more capabilities that are related to the NIH mission from the list below.  <a href="https://www.nih.gov/about-nih/what-we-do/mission-goals">https://www.nih.gov/about-nih/what-we-do/mission-goals</a>  Biomedical Research and Development Information Technology Business and Professional Support Services Public Health Outreach/Communications and Research Laboratory Services/Products Construction Services	
NIH Centers	Identify 2 or 3 NIH Institutes and/or Centers with contracts this university will pursue . Enter in the boxes below. <a href="https://www.nih.gov/institutes-nih/list-nih-institutes-centers-offices">https://www.nih.gov/institutes-nih/list-nih-institutes-centers-offices</a>	
Institute or Center 1	Institute or Center 2	Institute or Center 3

Management Support	Federal contracting must be indicated as a strategic priority in an official university document (i.e. letter from President or President's designee) or strategic plan ( <i>preferred</i> ).
Willingness to subcontract	Subcontract means any contract, as defined in FAR subpart 2.1, entered into by a subcontractor to furnish supplies or services for performance of the prime contract or a subcontract. It includes, but is not limited to, purchase orders, and changes and modifications to purchase orders. <a href="#">FAR 52.244-2</a>  Is this university willing to subcontract for the first 3 to 5 opportunities pursued with a designated PEI business partner?

<b>Readiness Assessment</b>	
Capability Statement	Does this university have a capability statement?
Infrastructure	Which positions are currently in place on your contracts team? Select all that apply. Business Development Contracts Manager Proposal/Technical Writer Cost Accounting Manager Administrative Support

### Commitment

Acceptance into the PEI program will require a commitment to participate in training and various activities to obtain the knowledge and resources necessary to successfully compete for, secure, and manage contracts from the National Institutes of Health.

By checking the box below you are acknowledging that this HBCU is prepared to make a commitment to the following:

<input type="checkbox"/>	Devote a minimum of 10 hours per month to PEI activities
<input type="checkbox"/>	Willing to participate in all PEI webinars/trainings (hosted on a monthly basis & as needed)
<input type="checkbox"/>	Selection of a Business Partner within 1 month of acceptance
<input type="checkbox"/>	Create a joint capability statement with selected Business Partner
<input type="checkbox"/>	Work with Business Partner to create a PEI Business Development Strategy
<input type="checkbox"/>	Meet at least twice monthly with Business Partner
<input type="checkbox"/>	Participate in 3 NIH capability briefings annually
<input type="checkbox"/>	Pursue opportunities identified from the PEI database
<input type="checkbox"/>	Willing to respond to 4 Sources Sought or Solicitations
<input type="checkbox"/>	Willing to request debriefings for any Solicitations not won
<input type="checkbox"/>	Willing to complete monthly, quarterly, & annual PEI evaluations

## Supporting Documents Checklist

Please submit these documents along with the university's application to the PEI program.

	Capability Statement
	Official University Document Indicating Contracting as a Strategic Priority

**Submission Deadline: [Insert Date Here](#)**

Email completed application and supporting documents to: [PEI@nih.gov](mailto:PEI@nih.gov)

For questions about the program, contact: the NIH Small Business Programs Office: 301-451-3861

### Burden Statement

Public reporting burden for this collection of information is estimated to average 45 minutes per contract or grant entered, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: NIH, Project Clearance Branch, 6705 Rockledge Drive, MSC 7974, Bethesda, MD 20892-7974, ATTN: PRA (0925-0767\*). Do not return the completed form to this address.