



# 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 small businesses.

<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 Centers with contracts this university will pursue  <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 or strategic plan ( <i>preferred</i> ) <b>or</b> the applicant may submit a letter from senior leadership indicating commitment to participate in the PEI program.
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
<b>Commitment</b>	
Acceptance into the PEI program will require a commitment to participate in training and activities in order to achieve the knowledge and resources necessary to successfully compete for, secure, and manage contracts from the National Institutes of Health. Please acknowledge that this university is prepared to make a commitment to the following:	
	Virtual orientation provided by the Small Business Program Office
	PEI Curriculum Training within 60 days of acceptance into program
	Devote a minimum of 10 hours per month to PEI activities
	Database Registration and Training
	Willing to participate in all PEI webinars/trainings (hosted on a monthly basis)
	Selection of a Business Partner within 1 month of acceptance
	Create a joint capability statement with selected Business Partner
	Work with Business Partner to create a business development or capture strategy
	Meet at least twice monthly with Business Partner
	Participate in 3 capability briefings
	Pursue opportunities identified from the PEI database
	Willing to respond to 4 Sources Sought or Solicitations

	Willing to request debriefings for any Solicitations not won
	Willing to complete PEI evaluations

### **Supporting Documents Checklist**

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

	Capability Statement
	University Strategic Plan <b>or</b> Memorandum of Understanding from senior administration

**Submission Deadline: Friday, February 12, 2021**

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