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Curriculum Development Program - Request for Proposals

Released: April 25, 2019 **Deadline: July 22, 2019**

The Iowa Space Grant Consortium (ISGC) requests proposals for the curriculum development program which is to develop or utilize innovative approaches to improve Science, Technology, Engineering and Mathematics (STEM) learning and instruction in a university setting through project-based course development, capstone courses, curriculum or course redesign, and could include preservice education courses to prepare STEM K-12 educators. Such projects should provide experiences that will equip the future STEM workforce for careers in aerospace or related industries important to NASA.

Eligibility, Amount of Award, and Duration: All faculties of ISGC core institutions and academic affiliates are eligible to apply: Drake, ISU, Iowa, UNI, Loras College and Des Moines Area Community College. The ISGC encourages proposals from females, members of underrepresented minorities, veterans, and persons with disabilities. Submission is limited to one proposal per investigator. Awards may be given for up to \$10,000 per course for a period of performance beginning no sooner than **August 1, 2019 and ending June 21, 2020**. A progress report will be required in March 2020. A final report that includes an evaluation of the project's effectiveness relative to the proposed objectives and other standard ISGC and NASA requirements will be required 30 days after the performance period closes or by July 21, 2020. An ISGC reporting template will be provided to awardees. Prospective applicants are encouraged to discuss their ideas with Jay Staker, jstaker@iastate.edu, (ISGC associate director) to see if their ideas fall within the scope of this opportunity. All awards dependent upon NASA funding availability.

Proposal Content

- Project Description (three-page maximum, one-inch margins, 12 pt. font) that should include:
 1. background
 2. goals and objectives of the project
 3. implementation strategy or scientific method, evaluation plan, dissemination plan, sustainability plan, management plan, and timetable
 4. long term benefits
 5. key personnel
- Budget and justification
- Matching fund commitment letter from authorized institutional representative (typically an office of sponsored programs or grants office {except at ISU – use departmental approval process})
- Course approval from head/chair of the department or dean of the college
- Resumes of faculty or staff (one-page maximum per person)

Budget: Funds may be used to purchase supplies, support faculty or staff release time, support graduate and undergraduate students, or domestic travel related to the course. The proposal budget justification should describe how requested funds support the project goals. All supported individuals (faculty, staff, and students) must be U.S. citizens. Non-U.S. citizens may participate, but cannot receive direct compensation from the award or cost-share funding. Equipment purchases and foreign travel are not permitted. Funds may not be used to support tuition. Proposing institutions are required to provide 125% match (1:1.25) using non-federal funds. Cost-share may be cash or in-kind contributions. No indirect costs will be paid on NASA funds, however waived indirect costs may be counted toward the match requirement. Budget and justification should explain, in itemized detail, the ISGC amount requested and matching dollars using the ISGC budget template, see below.

Criteria for Evaluation: A scientifically literate panel of individuals who may not necessarily be experts in the proposed area will review proposals. The ISGC director will make the final decision on proposal funding. The following areas will be considered in the evaluation of the proposal:

Criteria	Topics	%
Educational Merit	Scientific, technical, and educational merit of the proposed project. The degree to which this proposal is relevant to the science, technology, engineering and mathematics (STEM) curriculum.	30%
NASA Relevance	The degree to which this proposal is relevant to NASA's Mission Directorates.	20%
Management	Competency of the proposers to carry out the plan and achieve the stated goals. Potential of the project to increase undergraduate retention and achievement, particularly for women and underrepresented groups.	20%
Evaluation	Plan for evaluation of the course developed or re-designed	10%
Budget	Adequacy and appropriateness of the budget to carry out the project, including institutional contributions or other matching funds.	20%
	Total	100%

Proposal Submission Procedure: Submit proposals in Microsoft Word format to the ISGC office at: isgc@iastate.edu. The budget should be submitted with the ISGC Excel template shown below which is available for download from: <https://www.iaspacegrant.org/funding/faculty/>. Proposals are due by **4:00 p.m. July 22, 2019**.

University (<i>insert name</i>) P.I. (<i>insert name here</i>)	NASA	MATCH
Curriculum Development <i>Insert project/activity name here</i>	ISGC Funds Request	Non-Federal (Cost Share)
Salary+Fringe (Faculty)	\$0	\$0
Salary+Fringe (Graduate Students)	\$0	\$0
Wages+Fringe (Undergraduates)	\$0	\$0
Supplies and Services	\$0	\$0
Travel (Domestic)	\$0	\$0
TOTAL DIRECT COSTS	\$0	\$0
INDIRECT COSTS		\$0
NASA Indirect (see rates below)	53.00%	\$0
Match Indirect (see rates below)	53.00%	\$0
TOTAL BUDGET	\$0	\$0

Templates by program available for download at:
<https://www.iaspacegrant.org/funding/faculty/>

Notes:

Use university appropriate government approved indirect rate.
(Drake = 36.7%, ISU = 53%, UI = 52.5%, UNI = 35.1%)

Match requirement is 1:1.25

Change/add expense type as appropriate, add rows as needed.

Check all calculations for accuracy when adding rows.

Include budget justification below, or as a separate word document.

Unallowable expenses include:

- * Indirect charges (waived indirect costs may be counted towards match)
- * Equipment (defined as >\$5,000 per item)
- * Foreign travel
- * Facility renovations
- * Promotional materials (i.e. t-shirts, etc.)
- * Non-U.S. citizen reimbursements (i.e. travel, salary, wages)
- * Non-U. S. citizens may participate, but cannot receive direct support.