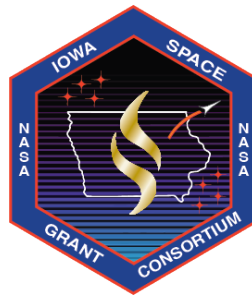


Tomas Gonzalez-Torres, Director
Former NASA/JSC Flight Director
Aerospace Engr. Senior Lecturer
isgcdirector@iastate.edu
www.iaspacegrant.org



Iowa State University
Consortium Office: 515-294-3106
1234 Howe Hall, 537 Bissell Rd.
Ames, Iowa 50011-1096
isgc@iastate.edu

Student Experiential Opportunities (Hands-On) - Request for Proposals

Deadline: Submissions accepted on an ongoing basis through **January 17, 2020**

Student Experiential Opportunities Purpose:

This student-centered opportunity seeks proposals for student hands-on activities (in areas relevant to the NASA mission) such as research projects, and/or participation in national or regional NASA sponsored competitions.

Eligibility:

- Students must be enrolled at Drake, Iowa State, Iowa or Northern Iowa with a GPA of 3.0 or higher.
- A faculty or staff mentor is required.
- These awards will be awarded on a first come, first awarded basis, until funds are consumed.

Teams or individual students may apply. The Iowa Space Grant Consortium (ISGC) encourages proposals **involving females, members of underrepresented minorities, U.S. military veterans, and persons with disabilities.**

Proposals will be accepted by invitation only. Prospective applicants will discuss their ideas with Associate Director Jay Staker (jstaker@iastate.edu) to see if their ideas fall within the scope of this opportunity. The proposer may then be invited to submit a full proposal.

Brief Description of Project: Please include a project description (**four**-page maximum) with a project summary of 300 words or less. Indicate the desired outcomes, what the funds will be used for, **and the benefits that are related to NASA and ISGC.** **All RFP areas must be included. Use checklist below.**

Budget: Initial project budget may be requested up to \$5,000. Funding level for projects will be based on need as determined after discussion with Jay Staker with a required demonstration of progress for additional funding possibilities. While non-Federal match is encouraged, but not required, wavier indirects are expected against NASA funds awarded, based on the university government approved rates. Space is provided on the budget form for calculation. Funds must be expended by May 31, 2020. The budget template shown on page two is available in Excel format from: <https://www.iaspacegrant.org/funding/undergrads/>, or by sending an e-mail request to: isgc@iastate.edu.

Unallowable expenses include:

- Indirect charges
- 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.

Reporting Requirements: A midterm progress report and a final report are required. The reports outline accomplishments, and expenditures. These reports will also include a data sheet that will be provided by the ISGC office for completion. Photos of students and project work will be required to highlight accomplishments. Photo release forms will be required for individuals identifiable in photographs.

Submission Checklist:

1. Complete the proposal submission form, shown on page three. Signatures are required for ISU Department Chair and/or fiscal officer, or Drake, UI and UNI institutional contracts and grants, or sponsored programs office. Include any cost share provided on the form line provided.
2. Project description – header to include: project title; lead student name, phone and email; mentor name and email; submission date (Microsoft Word document)
3. Detailed budget table and justification should be included within the proposal description.
4. Use the Excel budget template provided – change red text in template, as appropriate. Add any cost share available in the Match column first three rows. **DO NOT** change template cell calculations on Total Direct Costs, Indirect Costs, or Total Budget rows. These amounts will self-calculate.

Questions may be directed to Jay Staker, Associate Director, jstaker@iastate.edu.

ISGC Student Experiential Opportunities (Hands-On) – Budget template:

University: <i>(insert name)</i> Mentor: <i>(insert name here)</i> Student Lead: <i>(insert name here)</i>		NASA	MATCH
Higher Education - Student Hands-On Program Project Name: <i>(insert title here)</i>		ISGC Funds Request	Non-Federal (Cost Share)
Materials and Supplies		\$0	\$0
Travel (Domestic)		\$0	\$0
Wages+Fringe (Undergraduates)		\$0	\$0
TOTAL DIRECT COSTS		\$0	\$0
INDIRECT COSTS (waived expected as match per RFP)			\$0
NASA Indirect Required (see rates below*)	53.0%		\$0
Match Indirect Optional (see rates below*)	53.0%		\$0
TOTAL BUDGET		\$0	\$0
Notes:			
Match = 1:1.25 (encouraged, not required for student hands-on projects, as cash or in-kind)			
* Use university appropriate government approved indirect rate.			
* (Drake = 36.7%, ISU = 53%, UI = 54.5%, UNI = 35.1%)			
Check all calculations for accuracy when adding rows.			
Include budget justification below, or include in proposal 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.			

