

## SUBMISSION GUIDELINES – REQUIRED INFORMATION AND LAYOUT: Academic Year 2023-24

**COVER PAGE:** (Not included in total page count.)

- **ISGC PROGRAM:** (i.e., competitive projects: SHO, academic project, etc.)
- **Project Name: (Title)**
- University:
- Department/Organization:
- Project Manager (student): (E-mail, Phone)
- Project Mentor/s (faculty): (E-mail, Phone)
- Number of students involved:
- **Submission Date:**

**PROPOSAL BODY:** (Page limit: 4-5)

**Summary:** *Please include competition name, date/s, location, website, if applicable.*

**Objective:**

**Technical Description:**

**Goals and Objectives:**

**NASA Directorate and ISGC Alignment:**

**Budget Summary:** *Please include the our template “embedded as a photo” in this section.*

**Budget Justification:**

**NOTES for submission success:**

- SHO proposals page one = ISGC SHO [Signature Form](#).
- Use the [checklist](#) from the website for “SHO” (Student Hands-On)
- [ISGC Budget template](#) – SHO – Submissions without this template will be rejected. Please include the budget template “embedded as a photo” in the proposal body