



**Team Experience and Competition Grant Program
2019-2020 Academic Year**

**Project Period:
November 15, 2019 to May 15, 2020**

REQUEST FOR PROPOSALS

Proposal Submissions Due: October 15, 2019 (5:00 PM, EST)
Anticipated Award Announcement Date: November 1, 2019

2019-2020 Student Team Experience and Competition Grant Program

NC Space Grant awards funding to undergraduate/graduate teams to help them participate in national competitions either sponsored or sanctioned by NASA or another STEM-related organization (NASA Student Launch Initiative, NASA Robotic Mining, NASA Human Robotics Competition, Shell Eco-Challenge, AUVSI Competition, etc.). These competitions should be in the fields of engineering, science, technology or mathematics (STEM), and complement the academic studies of the team members.

NC Space Grant anticipates supporting 6-8 team competition grants of up to \$5,000 (based on available funding). Funds can be used to purchase supplies and materials to support the team project, and/or cover registration and travel expenses.

Proposal Guidelines

All proposals must include the following information in the order noted below. Proposals not meeting these requirements may not be considered.

Project Content (not to exceed 6 pages):

1. Summary of the team competition (provide web link);
2. Description of the team project being competed and its alignment to a NASA Mission Directorate; NASA Mission Directorates include:
 - a. [Aeronautics Research](#)
 - b. [Human Exploration and Operations](#)
 - c. [Science](#)
 - d. [Space Technology](#)
3. Summary of team's past participation in the competition (placement, lessons learned)
4. Outreach plan (not required but teams that include an outreach component to pre-college and public audiences will be more favorably reviewed)
5. Project timeline (goals, deadlines, requirements and competition dates)
6. Summary of team composition that includes: number of students, student majors and team roles and responsibilities.

Additional Required Content (no page limit unless otherwise noted):

7. Curriculum Vitae of the Faculty PI/Advisor (2 pages max);
8. Letter of support from the Department Chair/Head that outlines the importance of the proposed project to the department and the direction of the university.
9. Budget and budget narrative with request not to exceed \$5,000. A one to one cost-match is required (use budget template in Appendix A). Note: NASA training grant funds cannot be used to purchase equipment. NC Space Grant does not allow facilities and administrative costs. Unrecovered facilities and administrative costs may be used for required cost-matching.

Eligibility

- **Proposals will be accepted from student teams at accredited higher education institutions within the state of NC.**
- Team members must be enrolled in an academic degree program.
- The competition must occur during the 2019-2020 academic year or summer 2020.
- Please note: Some competitions require that team members be full-time students and/or U.S. citizens. Applicants should review all competition or program requirements and make sure the entire team is eligible to participate before submitting this proposal.

Period of Performance

The period of performance for this project is November 15, 2019 to May 15, 2020 (6 months). *Note: The end date is aligned with NC Space Grant's period of performance with NASA. Since this is the final year of our prime NASA grant, no-cost extensions will not be allowed for any awardee. Teams may complete after the end of the award period of performance but all funds MUST be spent in advance of May 15, 2020.*

Awardee Expectations

- Work with the North Carolina Space Grant communications team to develop and implement a plan to share progress and experiences, including but not exclusively on social media, in print, and on the North Carolina Space Grant website.
- Make activity and results public via social media during and after their projects, using accessible social media accounts and consistent hashtags.
- NCSG should be given credit for sponsoring the activity in all printed materials (logo, social media, etc).
- Recommended participation at the NC Space Grant Space Symposium, April 3-4, 2020 at the Stateview Hotel on NC State's Centennial Campus (details coming soon)
- A final report about the team project and student participant demographics is required (electronic). Reports are due no more than 30 days after completion of the period of performance on May 15, 2020, such that reports are due no later than June 15, 2020. Please note that some competition dates will take place after the grant period of performance. In those cases, teams MUST submit an amendment to reports following completion of competition.

The collection and submission of student data is a requirement of the NASA Office of STEM Engagement in order for NC Space Grant to receive annual funding. As a result, all NC Space Grant funded projects must complete a final report that includes student participant data (names, dates of birth, gender, ethnicity, address, and field of study, etc.) shall be reported. To protect Personally Identifiable Information (PII), NC Space Grant utilizes reporting systems that are FERPA compliant and meet or exceed the United States Department of Education Privacy Technical Assistance Center and the Student Privacy Policy Office data security recommendations.

- NC Space Grant is required by NASA to keep in touch with all awardees of significant programs at least until they receive their first job after receiving their highest degree. If you receive support through this program, expect to keep in touch with NC Space Grant for some time after the completion of your project (minimum info we'll need is an updated e-mail address so we can contact you if required).

Proposal Submission

- **Proposals shall be received by 11:59 EST on October 15, 2019.**
- Proposals must be submitted by the faculty advisor (who will serve as the Principal Investigator) as a single PDF file via the [NC Space Grant online submission system](#). Submissions must be signed by your university's Office of Sponsored Research.
- Proposals should be one-sided, single-spaced on standard 8 ½ x 11 paper, no smaller than 12 point font and with no less than one inch margins throughout. Text restrictions are inclusive of all illustrations, tables, charts, exhibits, etc. All pages must be numbered sequentially.

Award announcements will be made by November 1, 2019. Projects selected for funding will receive a sub-award through the PI institution's Office of Sponsored Research.

For questions related to this solicitation, please contact Sandy Canfield at (919) 515-5943 or srcanfie@ncsu.edu.

APPENDIX A: BUDGET TEMPLATE

Period of performance: November 15, 2019 to May 15, 2020

Maximum budget request: \$5,000

1:1 cost match required

BUDGET DESCRIPTION:

Enter University Here			
Enter Faculty Advisor and Team Leader Names Here			
	NASA Funding	Cost Share	Total
Salaries	x		
Travel			
Supplies and materials			
Services	x		
Equipment	x		
Student Salaries/Stipend	x		
Other (Explain)			
Indirect Costs**	x		
	NASA Funding	Cost Share	Total
TOTAL:	\$0	\$0	\$0

*Funds are limited to supplies and materials and travel only. Registration expenses should be categorized as 'Other'.

**The NC State University/NASA National Space Grant College and Fellowship Program does not allow facilities and administrative costs. Unrecovered facilities and administrative costs may be used to meet the required cost-match.