

**NASA West Virginia Space Grant Consortium
Public Extension and Outreach Program
2009-2010 Application Form**

The NASA WV Space Grant Consortium (WVSGC) is pleased to announce the availability of funds to develop new and innovative extension and outreach programs in West Virginia. Examples of such programs are: conferences that promote the understanding, education, development, and utilization of space; seminars or training sessions that encourage interdisciplinary training and research in aerospace-related fields; or informal education activities for the general public (e.g., Science Day or NASA Day activities) or for students (e.g., scout groups or astronomy clubs). Each successful proposal will receive up to \$10,000 in NASA funds to be matched 1:1 from non-Federal sources. NASA funds may be used only to directly benefit U.S. citizens.

The Consortium will award these grants based on the following criteria:

- 30 Points The uniqueness of the proposed program and its relevance to NASA's aerospace science and technology program, and community interests within West Virginia
- 20 Points The prospects for success of the proposed project in achieving its stated goals
- 20 Points The appropriateness of the proposed budget and participation by other groups and organizations
- 15 points The qualifications of the applying group
- 15 points Depth and breadth of impact on the community

Preference will be given to interdisciplinary programs and joint programs involving universities, industry and government. On-going seminar programs, out-of-state conferences, and foreign travel are excluded.

Application Guidelines

Cover Sheet: This sheet should be completed and signed by the principal investigator and the certified representative of the university who is responsible for grant administration.

Abstract: The abstract, not to exceed 400 words, should describe the objectives of the proposed program and the plan for achieving these objectives.

Description of Proposed Program: A full statement that identifies and relates the key elements of the program is required. The description should be brief and in no case exceed the equivalent of five single-spaced typed pages in font size 12. It must include a clear statement indicating the relevance of the proposed program to the goals of the Consortium (as described in the first paragraph of this document). Cooperative activity among elements of the university, industry and government is encouraged.

Personnel: Applicants should provide a concise description of the qualifications of the proposing individual or group. For example, this information could take the form of brief résumés (1 page each) for a group of individuals or it could be a single description of the accomplishments and qualifications of a group of individuals.

Budget: The proposed budget must describe planned expenditures in detail. All requests must show a total budget for the event or program and should indicate in a separate column sources for required match. Permissible expenditures may include such items as teacher mini-grants, educational supplies, visiting speaker expenses, facility costs for seminars, publication costs, travel (no foreign travel), science fair awards, student scholarships for conference attendance, etc. Payment of honoraria is discouraged. Out-of-state travel for participants is not funded, with the exception of travel for distinguished visitors into the

state for the purpose of meeting or working with interested residents. Funding will not be granted for salaries, supplies, equipment of any kind, or other expenses associated with regular university or school business. However, these resources may be considered for the match portion of the budget and should be included in the total budget. Outside resources may be considered as matching funds; however, federal funds may not be used as match. Do not include overhead charges. Please note that NASA WVSGC funds may not be used to purchase equipment, for foreign travel, or to benefit those who are not U.S. citizens. All such expenditures should come from cost share sources.

The Consortium desires to optimize use of limited funds, and proposers are encouraged to economize whenever possible. Proposal budgets should show matching funds with the origin identified. No restrictions are placed on the source of non-federal matching funds.

Advertisement: Notice of approved seminars, conferences, and other educational activities, should be sent in a timely manner to all campus directors and industrial affiliate contacts. The principal investigator is responsible for disseminating prior notice of the activity to interested parties in the Consortium and the State. This information is available from the Consortium Program Office.

Acknowledgment: The principal investigator shall recognize sponsorship by the NASA WV Space Grant Consortium, NASA Training Grant NGT5-40077, in all appropriate printed materials.

Schedule

Proposal due date: March 6, 2009 by 4:45 pm

Awards announcement date: Mid-April 2009

Anticipated project start date: May 16, 2009

Project duration: One year

Proposals must be submitted on-line, plus one hard copy version, as detailed below.

Please note that everything must be included in one package. Faxes and emails will not be accepted.

Proposals received after the deadline will be returned. There will be no exceptions for any reason. Please note that the United States Postal Service express mail does not deliver to our office directly which causes a three-day delay. The use of FedEx is recommended to ensure on-time delivery. Please send one hard copy of your proposal to the address below:

NASA West Virginia Space Grant Consortium/NASA WV EPSCoR
G-68 Engineering Sciences Building
P. O. Box 6070
Morgantown, WV 26506-6070
Telephone: (304) 293-4099 ext. 3738
<http://www.nasa.wvu.edu>

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Cover Sheet**

Submission date: _____

Name of the Principal Investigator: _____

Business address of principal investigator: _____

Phone number: _____

Email address: _____

Proposal title: _____

Proposed starting and ending dates: _____

Funding requested from WVSGC: _____

Signature of PI: _____ Date: _____

To be filled out by the campus official responsible for sponsored research (if applicable)

Name: _____

Title: _____

Address: _____

Telephone: _____

Email: _____

Signature: _____

Date: _____