

Montana NASA EPSCoR

CALL FOR PROPOSALS



<http://nasaepscor.montana.edu>

Competition for:

RESEARCH INITIATION (RI) FUNDING

**Proposal submission deadline:
5:00 p.m., Thursday October 12th, 2017**

Contact Information

Physical Office Location: 416 Cobleigh Hall, Montana State University

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Questions? Contact:

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*For proposal discussion, e-mail is preferable

General Information

PROPOSAL SUBMISSION:

Proposals must be uploaded as a single PDF file at <http://spacegrant.montana.edu>. Use password "MSGC-MNE-2018". Proposals are due:

Thursday, October 12th, 2017 by 5:00 p.m. Mountain Time.

CAMPUS CLEARANCE & CERTIFICATION:

All investigators are required to advise the appropriate administrator and/or department head on their campus of their plans by submitting a copy of the proposal to them. All proposals must include a campus proposal clearance form complete with signatures including budget approval and certification of non-federal cost share by your campus research office. The form should be an electronic copy attached to the primary submission. See Budget Preparation Guide budget details.

At least one Research Initiation or Montana Space Grant Education Enhancement award will be set aside for **smaller Montana campuses**. By smaller we mean any member campus other than MSU-Bozeman and UM-Missoula. The purpose of this reserve fund is to encourage proposals from institutions that might not normally feel competitive against the large research schools. Funding successful seed projects at smaller campuses is a goal of Space Grant and NASA EPSCoR.

NASA EPSCoR also offers assistance to those who don't have experience in proposal writing. Assistance includes refining proposal ideas, proposal preparation, and budget planning. We are here to help you succeed.

Due to stiff NASA EPSCoR cost share requirements, all RI proposals must still include at least 1:1 **non-federal** cost share for requested funds. If you have questions on what can or cannot be counted as cost share and/or do not have a grants and contracts office, please contact our office for advice.

Research Initiation (RI)

Overview

Proposals are welcome in all fields of science and engineering normally funded by NASA (refer to <http://nasaepscor.montana.edu/interest.html> and the NASA EPSCoR office for guidance). It is beneficial to research NASA's website for recently funded areas of research. Research Initiation Grants from the Montana NASA EPSCoR Program **are intended to help junior faculty or faculty new to NASA research at Montana institutions develop nationally competitive research programs in fields related to NASA missions.** In addition, the awards can assist in Montana's economic development in aerospace-related fields by strengthening existing Montana high-tech companies, seeking new connections between Montana faculty researchers and state industries, and building university research enterprises that will foster "spin-off" startup enterprises. Grants are for a period of one year (see note below), and all grantees are expected to submit a follow-on proposal to NASA for continued funding within the period of the grant.

It is strongly suggested that faculty make contact with NASA researchers in their field before submitting a proposal to determine and document NASA's interest in the proposed research area. Proposals should include evidence of interest and potential support from NASA, e.g., in a letter(s) of support. The stronger the indicated support, the better the chance of obtaining funding from Montana NASA EPSCoR.

Research Initiation – Important Details

FUNDING PERIOD

Research Initiation grants are for one year. We will to be able to accommodate start dates as early as January 2018 (ending December 2018). Proposals should state the desired start date. Typically, no-cost extensions are allowed up to one year.

ELIGIBILITY

Faculty or appropriate professionals at Montana institutions of higher education are eligible to apply. Research Initiation Awards are intended for junior faculty or faculty new to NASA-related research. Faculty who already have substantial off-campus funding or who are already well established members of research groups with substantial off-campus funding are not encouraged to apply, unless working with NASA represents a significant new direction.

PREVIOUS GRANTEES

Recent recipients of a **Research Initiation** grant who have not submitted a follow-on proposal directly to NASA are generally not be considered eligible for additional funding. If you have recently (three years) held a NASA EPSCoR Research Initiation Grant, include in your proposal a discussion of your efforts to obtain competitive NASA funding since the original award, including a listing of all proposals submitted to NASA and other agencies, indicating whether declined, pending, or awarded.

SELECTION PROCESS

All proposals are reviewed by the Montana NASA EPSCoR (MNE) Proposal Evaluation Committee. This committee consists of respected scientists, engineers, and educators from around the state. The evaluation committee's rankings are used together with MNE's overall budget constraints to determine which proposals may be funded.

EVALUATION CRITERIA

For NASA EPSCoR Research Initiation proposals, the panel will consider:

- 1) Scientific/Engineering impact,
- 2) NASA connection,
- 3) Feasibility,
- 4) Broader impacts; see Montana NASA EPSCoR goals: <http://nasaepscor.montana.edu/goals.html>,
- 5) Suitability of the proposed research team,
- 6) Probability of the work resulting in further NASA funding, and

Optionally:

- i) Montana undergraduate and graduate student impact, and
- ii) Economic development/technology transfer impact. While we will make sure at least one reviewer on the panel is in your field, most of the reviewers will not be in your field; aim your proposal at the general science/engineering level.

Any proposal that is a **resubmission** of a previously declined MT NASA EPSCoR entry must include a separate page addressing the weaknesses stated in proposal's review. Only reentries that address previous weaknesses will be reviewed.

OUTLINE FOR PREPARING Montana NASA EPSCoR **RESEARCH INITIATION PROPOSALS**

Submit electronically as a single PDF file via the uplink at <http://spacegrant.montana.edu>. Use password "MSGC-MNE-2018." All proposals must include a campus proposal clearance form complete with signatures including budget approval and certification of non-federal cost share by your campus research office. The form should be an electronic copy attached to the primary submission. *Note: Failure to provide all information requested below may delay the review process and jeopardize your proposal's review.*

- I. TITLE PAGE: proposal title, P.I. name, address, phone number, e-mail address and total budget request (indicate both amount of NASA funding requested *and* amount offered as cost share).
- II. TABLE OF CONTENTS
- III. ABSTRACT: limit to 250 words
- IV. BODY of proposal (10 page maximum). Required: double spacing, 12 pt font, and one inch margins.
 - A. Introduction
 - B. Rationale
 - C. Goals and objectives for the project that are specific, measurable and appropriate. Project goals and objectives must further one or more of the Montana NASA EPSCoR goals, see <http://nasaepscor.montana.edu/goals.html>
 - D. Approach & Methods
 - E. Team Description
 - F. Description of all contacts and communications with NASA Centers regarding this proposal. Explain how the proposed research relates to NASA's existing research and needs.
 - G. References (not included in page count)
- V. Letters of support, including from NASA personnel.
- VI. COMPETITIVE STATEMENT (2 page maximum): Indicate how this proposal, if funded, will improve your national competitiveness for regular NASA or other appropriate agency funding. Describe plans for subsequent research and grant activity that will be enabled by this seed funding. Specify possible specific future funding sources that are available.
- VI. BIOGRAPHICAL INFO: Include biographical information (2 page max) for all faculty involved. In addition, provide a list of current and pending grant support, title of proposals, dates, funding agency, and amount of awards.
- VII. BUDGET: See Budget Preparation Guide below.
- VIII. JUSTIFICATION/EXPLANATION OF BUDGET: Describe how the budget will allow the proposed research; provide detail on salaries, benefits, supplies, travel expenses, user fees, indirect costs, etc.
- IX. CONTINUED FUNDING JUSTIFICATION (prior grantees only): Explain why further funding of your program by NASA EPSCoR is appropriate: will one more year's funding strongly enhance the probability of your program being funded directly by NASA?

Budget Preparation Guide

Use the two-column budget form available at:
<http://spacegrant.montana.edu/Text/budget.xls>

Budget requests are allowed up to \$50,000 total, including appropriate F&A or indirect costs. Smaller budget requests increase fundability. Budgets, particularly form and amount of cost share funds (shown in the second column labeled “cost sharing”) must be approved and certified by signatures on a Proposal Clearance Form from your campus.

1. Salary breakdown must include amount of time each person being paid from the grant and/or time committed as cost share. The breakdown should be indicated in staff hours as well as by the percentage of the individual's total effort (FTE). Fringe benefits for salaries should be shown as a line item; benefits must be included on personnel.

2a. Cost share. All proposals should have a certified 1:1 non-federal cost share. Cost share may be in the form of cash match, faculty release time, waived equipment use fees, etc. Questions regarding the validity of a cost share fund source should be directed to the local office of sponsored programs and/or the NASA EPSCoR office. Proposals submitted with less than the required amount cost share will be reviewed and considered for funding. If selected, however, the proposal can only be funded for an amount equal to the final cost share amount.

2b. MSU proposals: When considering possible sources of cost share funds for an MSU-Bozeman proposal, be aware that there will be no return of indirect costs on these grants to college, department, or PI. Do not contact the MSU VPRED office concerning possible cost share for your proposal.

3. Show a complete breakdown of estimated travel costs, including airfare and per diem, registration fees and car rental costs.

4. No foreign travel or civil servant travel are allowed on any grant or cost share funds.

5. Consultant fees require a resume, work statement, and a breakout of hourly rate.

6. Permanent equipment may not be charged to or used as cost share. Check with your institution for the definition of equipment.

7. Postage, general office supplies and peripheral purchases may not be charged to the grant. See OMB Circular A-21 for additional general grant restrictions and rules.

Please do not hesitate to contact the NASA EPSCoR office if you have budget questions. Submitted proposals often have errors in the budget, which lead to difficulties in review and evaluation. Let us help you fix these before submission.