

Important Dates

	Due	Comments
Proposals due	Early February	Submitted via NSPIRES by 5:00 COB
Selection Notice	May	Fellow must confirm acceptance of fellowship
Start Date	September 1	Funding for multiple years will be based on availability of funds and satisfactory progress

Summary of Application Procedures

- The University has to submit the proposal on behalf of the fellow.
- The student's Faculty Advisor shall be identified as the PI on the application.
- Budget details are entered into the NSPIRES Cover Page details, under the participant support category.
- Budget justification is part of the proposal package that is uploaded by fellow/advisor.
- The FINESST grant can fund up to three-year research project, contingent upon availability of funds and satisfactory progress as demonstrated through the annual progress report. The requested period of performance should be based on the project and student's academic plans.

STEP	Completed By	Required Action
1	Fellow/Faculty Advisor (PI)	Must be register with NPSIRES and have account affiliated account with the University
2	PI	Creates the proposal and completes cover page details: Business Data and Proposal Team, fellow should be listed as graduate/undergraduate student
4	Fellow	Completes remaining cover page details: Summary and Program Specific Data Uploads compiled proposal document
5	University AOR	Completes final cover page details: Budget Submits application

Proposal Document

The following elements must be included in the order specified, with each section clearly identifiable and starting on a new page

Section	Page Limit	Requirements
Personal Statement	1	
Project Description	6 max	<ul style="list-style-type: none"> • Well defined problem with scientific significance and detailed approach • Relevance to Science Mission Directorate • Timeline for anticipated milestones including publications
Citations	as needed	
Schedule		Degree Type; Start and Completion dates, as well as academic milestones, for students degree program
Student CV	2	
PI CV	2	
Co-Advisor CV	2	Optional if applicable
Letter(s) of recommendation		Include: name of student, proposing institution, project title
Affirmation Statement		Signed by both student and PI
Transcripts		Unaltered version; redact SSN & date of birth
Budget Justification		Brief explanation of allocation of support and justification for deviations from standard allocations

Budget

- The maximum amount for a FINESST award is \$45,000 per 12-months and up to \$135,000 total for a period of performance maximum of 36 months.
- Not all projects require the maximum amount available in the period of performance.
- Any request of partial year (periods less than 12 months) should be proposed accordingly prorating the stipend and allowance costs.
- Science Mission Directorate suggest the following allocations between stipend and allowance budget categories; If valid justification is provided in the budget narrative, then amounts may be adjusted as long as the total amount requested does not exceed \$45,000 annually.
- Support is considered participant support costs, thus no indirect can be requested.
- No salary, travel, or other costs shall be requested form NASA for the PI's use.

CATEGORY	MAX \$	GUIDANCE
Student Stipend	35K	The stipend should be comparable with the prevailing rates
Allowance	10K	<p>May be requested to support</p> <ul style="list-style-type: none"> • student's tuition; • fees (allowable under 2 CFR 200 and consistent with university policy); • health insurance policy • travel in support of the research investigation or to conferences, symposia, or collaborative meetings; • text books or other instructional supports; • expendable laboratory supplies; • page charges for journal articles; printing of a thesis; <p>Equipment, including computers, may not be purchased with FINESST funds. NASA does not intend to provide nor should proposers expect Government furnished equipment.</p>