

# NASA Office of STEM Engagement Fellowship Activity

Funding opportunity: NNH20ZHA001N

Training Grant

## Important Information

		Comments
<b>Proposals due</b>	February 21, 2020, <b>3 PM local</b>	Release to OCG on Nspires for review and submission
<b>Start/End Dates</b>	Aug 15, 2020 – Aug 14, 2021 (typical)	Awards made for 1 year, and may be renewed annually with a renewal application/progress report in May of each year. Start/end dates are flexible.
<b>Duration</b>	1 year; renewed each year up to 3 or 4 years	Optional 3 <sup>rd</sup> year for Master's Fellow and 4 <sup>th</sup> year for Doctoral Fellows. NASA to provide instructions on renewal proposals directly to Fellow.
<b>Award</b>	\$50K/year Master's student; \$55K/year Doctoral student	Annual maximums
<b>Eligibility Constraints</b>	<ul style="list-style-type: none"> <li>• Be a U.S. citizen or a U.S. national on the date of proposal submission.</li> <li>• Hold a Bachelor's degree in a STEM field earned before August 31 of the fiscal year for the award.</li> <li>• Have a minimum GPA of 3.0 on a 4.0 scale.</li> <li>• Be enrolled in a full-time Master's or Doctoral degree program no later than September 1 of the fiscal year for the award.</li> <li>• Intend to pursue a research-based Master's or Doctoral program in a NASA STEM-relevant field</li> <li>• Have a projected degree plan for continuous full-time enrollment equating to the period of performance of the grant award and be no later than in the first academic year of their Master's degree program, or no later than in the second academic year of their doctoral degree program.</li> </ul>	
<b>Post-submission requirement</b>	When a PI submits a proposal to NASA with overlapping participant support funding at the same time as the NASA Fellowship Activity, the PI shall notify the NASA Fellowship Activity project manager of this fact. A proposal that overlaps with a previously-submitted proposal that is still under consideration shall acknowledge (e.g., in the budget justification), that funds have also been requested elsewhere. If NASA selects both a NASA Fellowship Activity and a non-NASA Fellowship Activity proposal, the AOR/PI shall inform the NASA managers of this fact so that appropriate budget negotiations/adjustments occur.	

## Summary of Phase 1 Application Procedures

- The University must submit the proposal on behalf of the student.
- The student's CU Boulder Faculty Advisor (tenured or tenure-track) shall be identified as the PI.
- The student must be the primary author of the proposal's research project description.
- Phase 2 submission is not applicable if Phase 1 is submitted through CU Boulder.

STEP	Completed By	Required Action
1	Student & PI	Register with NSPIRES. Student and PI must have account affiliated with the University.
2	PI	Creates the Nspires proposal, completes Business Data pages, adds student as Proposal Team member. <b>Releases to Org after student has completed proposal step below.</b>
3	Student	Logs in to Nspires and confirms participation on proposal. <b>(Instructions on page 45 of solicitation, step 3b.)</b> Completes Proposal Summary and Program Specific Data cover pages. A Data Management Plan (DMP), or an explanation of why one is not needed given the nature of the work proposed, is required as part of the NSPIRES Program Specific Data questions. Uploads compiled proposal document.
4	University AOR	Reviews for completeness and submits application.

# NASA Office of STEM Engagement Fellowship Activity

Funding opportunity: NNH20ZHA001N

Training Grant

## Proposal Contents

Phase I proposals shall include all the items listed below, appropriately labeled, in the exact order specified. The proposal PDF file, items 2 – 10 below, shall be submitted using the following format: Standard 8.5" x 11" page size, 12-point, Times New Roman font, 10-point font may be used for citations, references, footnotes, figure captions, and text within figures, 1" margins on all sides, single spaced. No additional information shall be provided by links to web pages within the proposal, except as part of citations in the "References Cited" section.

Section	Page Limit	Requirements
1. Proposal Cover Pages (not part of the PDF upload)	N/A	Nspires-generated and completed online. Includes a Project Summary page (1,000 characters) and Program Specific Data Questions.
2. Impact Statement	2	Written by student and PI.
3. Faculty Advisor/PI Curriculum Vitae (CV)	3	Must include: Name, current position, title, department, CU address, CU phone number, principal publications (within the last 3 years), relevant career experience, research, awards, scholarships, other relevant accomplishments.
4. Project Description	6	Abstract/statement of problem, science background/relevance to previous work, general methodology, project schedule/timeline, new or novel techniques, expected results and significance, citations.
5. Candidate's Degree Program Schedule	2	Proposed start/completion dates, course schedule, anticipated milestones of degree program. No standard format.
6. Candidate's CV	2	Must include: Name, current academic level, department, CU address, CU phone number, relevant career or academic experience, research or significant projects, awards and recognition, other relevant accomplishments.
7. Candidate's Personal Statement	2	Prompt: <i>How do you envision graduate school preparing you for a career that allows you to contribute to expanding scientific understanding and its application to NASA's mission?</i>
8. Candidate's Transcripts	No limit	Official or unofficial transcripts that cover the institution's candidate's undergraduate and graduate years. <b>Fully redact social security number and date of birth.</b>
9. Letters of Recommendation - 3  Letter #1 - Faculty Advisor (PI)  Letter #2 and #3 from individuals with detailed knowledge of student's abilities	No limit	Must be on official letterhead and signed. None of the letters may be from a family member. <ul style="list-style-type: none"> <li>PI letter must include statement indicating level of assistance provided to student.</li> <li>Letter of recommendation cannot be from same individual as the Letter of Support.</li> </ul>
10. Letter of Support	1	Proposals shall respond to one of the research opportunities listed in Appendix E and shall include a letter of support from the NASA Technical Adviser associated with the given opportunity.

# NASA Office of STEM Engagement Fellowship Activity

Funding opportunity: NNH20ZHA001N

Training Grant

**Budget – not included with Nspires Phase 1 proposal, but entered internally into OCG proposal record with the maximum value and zero indirect costs**

For each Fellow, his or her institution receives up to a \$55,000 annual award (\$50,000 for Master’s student and \$55,000 for Doctoral student), with the following annual maximums per budget category:

CATEGORY	MAXIMUM VALUE	GUIDANCE
Fellowship Stipend	\$25,000 (Master’s) \$30,000(Doctoral)	Stipend payments shall be prorated evenly across a ten-month academic school year.
Tuition Offset and Fees	\$8,000	While the student is funded as a result of selection from the NASA Fellowship Activity solicitation, the institution shall exempt the student from paying the difference between the tuition and fees allowance and the actual tuition and fees.
Center Based Research Experience (CBRE) Allowance	\$8,000	To support travel and other expenses associated with the CBRE experience.
Health Insurance Allowance	\$3,000	Permissible up to a maximum value, only to the level of the actual expected cost.
Faculty Advisor Allowance	\$4,500	Supports on-site visit(s) during the NASA Fellow’s CBRE to discuss various research related topics with the team and to explore additional research opportunities with NASA.
Fellow Professional Development Allowance	\$1,500	Allowable expenses for attending professional research, conferences, symposiums, and workshops: a) Registration Fees b) Accommodation - maximum three nights in a <b>fire safe hotel*</b> per event (per diem 3 full days and two ½ days) c) Travel costs to and from event d) Publication costs for conference presentation materials, related research papers, thesis, and dissertation e) Training for professional required skills such as software training, etc.

Note: NASA funds may not be used to purchase equipment such as computers, furniture and non-related research equipment. The NASA Fellowship Activity is a fellowship to support graduate training and development and does not provide funding for institutional overhead/indirect costs.