

**NASA West Virginia Space Grant Consortium
College Course Development Grant Program
2018-2019 Application Form**

The NASA WV Space Grant Consortium (WVSGC) is pleased to announce the availability of funds to develop new and innovative courses at the institutions of higher education affiliated with the Consortium. Applicants must present a clear and feasible plan for designing and offering a new course in the STEM fields. On-line course development may also be considered. Each successful proposal will receive up to \$5,000 in NASA funds to be matched 1:1 from non-Federal sources. Students supported by Space Grant must be U.S. citizens.

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

1. Scientific and technical merit of the proposed new course content (20 points)
2. The depth and breadth of impact on students (20 points)
3. Long-term viability of the course (20 points)
4. Specific plans for increasing the participation of women and underrepresented students (10 points)
5. Degree of commitment by the home institution to continue with the course after the grant expiration date (20 points)
6. Budget and Institutional Support (10 points)

Priority will be given to those who have not been awarded this grant in the past and are within five years of joining a Consortium academic affiliate as a member of the faculty. *Also, please note that all technical materials and lesson plans developed as a result of this funding must be made available to WVSGC for possible sharing with all academic affiliates of the NASA WV Space Grant Consortium.*

Proposal Format

Cover Page: Please use the cover page attached. Note that the proposal must be signed by an authorized institutional representative who can certify the availability of matching funds (e.g., Department Chair, Dean, or financial manager).

Key Words: Please include at least two key words related to the subject matter of your course development proposal in order to facilitate technical review.

Project Description: Provide a brief summary of the proposed course development project using no more than three (3) single-spaced pages in font size 12. Clearly state the objectives and significance of the course and its contents, and the specific timeline for project completion. You may add an additional page for references cited.

Budget: Provide a one-page budget describing the project costs. The budget should clearly delineate between the funds requested from NASA WVSGC and the institutional cost share. Do not include overhead charges. Please note that NASA funds may not be used to purchase equipment, for foreign travel, or to fund students or faculty who are not US citizens.

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Appendices: Appendices should include a one-page résumé of the principal investigator. Other supportive information can be included but should not exceed five pages. Also, please list all past awards, if any, received from NASA WVSGC or NASA WV EPSCoR including project title, award dates and amounts. Also, indicate whether this proposal is a continuation of a previously funded project, or it is a request for funding the development of a completely new course.

Schedule

Proposal due date: Monday, March 5, 2018 by 11:59 PM (EST)

Awards announcement date: Mid-April 2018

Anticipated project start date: May 16, 2018

Project duration: One year

Proposals must be submitted **on-line only**. Proposals received after the deadline will not be considered. Please submit the online application [here](#).

For more information and additional requirements, please visit the [program page](#).

For all questions regarding budget-related or proposal format issues, please contact the NASA WVSGC / NASA WV EPSCoR office at # (304) 293-4099 or email: Cordwell@nasa.wvu.edu.

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Cover Page

Project Title: _____

Principal Investigator: _____

Signature: _____

Institution: _____

Address: _____

Telephone: _____

E-mail: _____

Key Words: _____

Request from NASA WVSGC: _____

Institutional Cost Share: _____

Total Budget: _____

INSTITUTIONAL APPROVAL:

Institutional representative certifying availability of cost share funds:

Name: _____

Date: _____

Title: _____

Signature: _____

Address: _____

Telephone: _____

E-mail: _____