

**NASA West Virginia Space Grant Consortium**  
**Research Initiation Grant**  
**2022-2023 Application Form**

The NASA West Virginia Space Grant Consortium (WVSGC) is accepting proposals for funding research projects that are related to NASA's mission in Science, Technology, Engineering, and Math (STEM) and West Virginia priorities in Science and Technology. Typically, four or more awards are made depending on the availability of funds and quality of applications. This is a research initiation program with an objective to stimulate NASA sponsored research at academic affiliates of the NASA West Virginia Space Grant Consortium. Proposals must adhere to the following guidelines.

1. Please note that all proposals must align with one of the four NASA Mission Directorates. (Aeronautics Research, Human Exploration & Operations, Science, or Space Technology). To read about the latest programs and current interests for the Mission Directorates, please click [here](#). Failure to clearly indicate the alignment with a NASA Mission Directorate will result in disqualification of the proposal and not being forwarded to the reviewers.
2. Each successful applicant may receive up to \$20,000 from the Consortium. At least one-third of the **total** budget must be provided by the researcher's institution as cost-share. The total budget for the project, including cost share, may range from \$10,000 to \$30,000.
3. For all projects with a total budget (NASA funds and cost share) exceeding \$10,000, the researcher must solicit collaboration of a scientist at a NASA facility to judge the merits of the proposed research. If successful, the NASA scientist will serve as the technical monitor for the project. For a list of NASA research priorities and WV priorities in Science and Technology, please [click here](#).
4. The final decision regarding the award of the grants will be made by the Board of Directors of the NASA West Virginia Space Grant Consortium.
5. Priority will be given to those who have not been awarded a Research Initiation Grant in the past and are within five years of joining their academic institution as a tenure-track member of the faculty.
6. At least one-third of the total proposed budget (NASA funds and cost share) must be allocated to fund a student research assistant of U.S. citizenship, preferably a graduate student.
7. Women and minorities are highly encouraged to apply.
8. Brief quarterly reports and a final report will be required.
9. A brief description of plans for publicizing the award and the results of the project is required.

Proposal Format

Cover Page: Please use the attached cover page. Note that the proposal must be signed by a representative of your institution who can certify the availability of cost-share funds (e.g., NASA WV Space Grant Consortium Board Member, Department Chair, Dean, or Financial Manager).

Research Summary: Provide a summary of the proposed research using no more than three (3) single-spaced pages with 1" margins on all sides. These summaries must be typed in Times New Roman (TNR) font size 12, and table entries must use at least font size 10. Clearly state the objectives and significance of the project, the approach to be used to achieve the objectives, and the specific outcomes that can be considered as project results. You may add a page for references cited. You must also identify the NASA Mission Directorate with which the proposed research is aligned as well as the rationale as to why you believe this research would be of benefit for that directorate.

Budget: Provide a one-page detailed budget sheet describing the project costs. The budget should delineate between Consortium and institutional costs. Please note that NASA WVSGC funds may not be used to purchase equipment or for foreign travel. Do not include overhead charges however, waived/unrecovered indirect costs can be used as cost-share. For indirect rates, use WVU (32.5%, other sponsored activities) or your institutions certified negotiated government approved indirect rate. Significant dollar amounts (>\$1,000) proposed with no accompanying explanation will result in the proposal being disqualified. All costs shall be explained in detail. Requirements for cost-sharing can be found in 2 CFR §200.306 and 2 CFR §1800.306. Voluntary cost sharing cannot be used.

NASA Technical Monitor Evaluation Form: If applicable, use the attached form to indicate the NASA technical monitor's evaluation of the proposal and agreement to participate in the project. The project monitor must complete the project monitor's evaluation. This form must be included in the original application package.

Schedule and Milestones: The proposer is expected to identify a feasible timeline for accomplishing the proposed work along with reasonable milestones in which performance can be measured. As part of these milestones, the researcher is to identify Quarterly and Annual reports that are to be delivered to WV Space Grant Consortium. This section does not count toward the page limit of the research project summary.

Appendices: Appendices should include a one-page résumé of the investigator. Other supportive information can be added 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. If the investigator has received a NASA WVSGC or NASA WV EPSCoR research grant in the past, please indicate the unique nature of this research in comparison to past work and explain why it should be considered a new research area for the investigator.

#### Evaluation Criteria

Technical and Scientific Merit (40 points)

Potential for Future Funding and Long-Term Impact (10 points)

Soundness of Approach (25 points)

Relevance to NASA, Mission Directorates, and West Virginia's priorities in science and technology (15 points)

Budget Detail and Justification (10 points)

#### Schedule

Proposal due date: Monday, March 21, 2022, by 11:59 PM (EST)

Award announcement date: Early-May 2022

Anticipated project start date: May 16, 2022

Project duration: One year

Proposals must be submitted **online 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:

[Candy.Cordwell@mail.wvu.edu](mailto:Candy.Cordwell@mail.wvu.edu).

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Technical Monitor Evaluation Form

This form must be completed by the technical monitor (NASA scientist).

Project Title: \_\_\_\_\_

Principal Investigator: \_\_\_\_\_

Institution: \_\_\_\_\_

Please provide a summary of the value of the proposed research and how it relates to NASA's current research activities and the potential it has for future funding. Please attach a separate page if needed. This original form must be included with the complete application package.

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I am willing to serve as a technical monitor for this research project (if funded):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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Cover Page

Project Title: \_\_\_\_\_

Principal Investigator: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Institution: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

NASA Mission Directorate(s): \_\_\_\_\_

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: \_\_\_\_\_

Email: \_\_\_\_\_