

**NASA West Virginia Space Grant Consortium
K-12 Professional and Curriculum Development Program
2023-2024 Application Form**

One of the main goals of the NASA West Virginia Space Grant Consortium is to support STEM related programs and/or hands-on activities that support K-12 teachers (in-service and pre-service) to take advantage of professional development opportunities. To achieve this goal, the Consortium invites teachers, schools, or organizations to design and implement new K-12 curricula or professional development projects for the 2023-2024 academic year.

Successful proposals may include professional development opportunities for teachers; school based activities that include follow-up presentations at a state math and/or science teacher conference; or expenses for teachers to attend a training workshop or institute with a follow-up presentation at a state or regional conference. For example, expenses may be requested to cover the cost of materials for a school-based activity if plans include a presentation at a statewide math or science conference and funding is also requested to support similar materials for participants at that conference. Expenses for attending the follow-up conference may be included as part of the budget request. The following evaluation criteria will be used by the Consortium to select the winning proposals:

Category #1: Creativity, Long-Term Viability, and Scientific Merit (Weight: 25%)

- Please note that all proposals must align with one of the five NASA Mission Directorates. (Aeronautics Research, Science, Space Technology, Exploration Systems Development, or Space Operations). 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 it not being forwarded to the reviewers. (5%).
- The project idea and design are creative and innovative, and the project has the potential of having a significant impact on STEM programs in West Virginia. (10%).
- The proposal is well-written and well-organized. (5%)
- The proposal, if funded, is the first that the PI has received from WVSGC (5%)

Category #2: Depth and Breadth of Impact on Teachers and Students (Weight: 20%)

- Successful completion of this project has the potential to impact a relatively large number of STEM educators in West Virginia. (10%)
- The potential impact on the students in the future is significant. (10%)

Category #3: Extent of Collaboration and Support by Other Organizations (Weight: 5%)

- There is written evidence demonstrating that the proposed project is highly collaborative (5%)

**NASA West Virginia Space Grant Consortium
K-12 Professional and Curriculum Development Program
2023-2024 Application Form**

Category #4: Alignment with State & National Math and/or Science standards (Weight: 10%)

- The proposed project aligns with state or national math and/or science standards. (10%)

Category #5: Appropriateness of the Budget to Project Goals (Weight: 15%)

- The budget should include a spreadsheet and detailed narrative that is realistic for the work proposed, is well defined, and represents a highly effective use of resources. (See Expense section below for more detail.) (10%)
- Cost-share requirements are met and are documented with letters from various partners detailing specific contributions. Note: Waived or unrecovered indirect costs can be used as cost-share. (5%)

Category #6: Qualifications of the Applicant(s) (Weight: 10%)

- The applicant's resume demonstrates a successful track record implementing similar outreach projects. (5%)
- Given the experience of the applicant(s), there is an excellent chance of success for this project. (5%)

Category #7: Plans for Evaluation and Publicizing the Outcomes (Weight: 15%)

- An evaluation strategy is clearly defined and a written report that will provide specific recommendations for future improvement. (10%)
- Plans for publicizing the award and the results of this project are clearly defined. The principal investigator will recognize sponsorship by the NASA WV Space Grant Consortium in all oral presentations and relevant printed and online materials. (5%)

The amount requested for each proposed activity should not exceed \$5,000 to be cost-shared 1:1 from non-federal sources. The consortium will assist applicants with identifying sources of cost share, if requested. Please note that the applicant is responsible for the completeness and accuracy of the material contained in the proposal. Any deviation from the stated rules and requirements will result in disqualification of the proposal. All proposals should contain the following:

Budget: The proposed budget must describe planned expenditures in detail. All requests must show a total budget for the event or program and should indicate in a separate column source for the required match. Permissible expenditures may include such items as teacher mini-grants, educational supplies, visiting speaker expenses and honoraria and/or stipends, facility costs for seminars,

**NASA West Virginia Space Grant Consortium
K-12 Professional and Curriculum Development Program
2023-2024 Application Form**

publication costs, travel, science fair awards, student scholarships for conference attendance, etc. Payment of honoraria to participants is discouraged.

Funding will not be granted for equipment of any kind, or other expenses associated with a regular university or school business. However, these resources may be considered for the match portion of the budget and should be included in the total budget.

Outside resources may be considered as matching funds; however, federal funds may not be used as match. Please note that NASA WVSGC funds may not be used to purchase equipment or for foreign travel.

2023-2024 Application Form

- **Typed Cover page (a copy is attached)**
- **Project description (no more than three pages, including a timeline)**
- **Budget (including spreadsheet and narrative)**

Appendices: Appendices must include a one-page resume of the principal investigator and any coinvestigators. 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 prior funding has been awarded by Space Grant, explain how the proposed project differs from the previous project(s).

Schedule

Proposal due date: Wednesday, March 8, 2023, by 11:59 PM (EST)

Award announcement date: Early-May 2023

Anticipated project start date: May 16, 2023

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, please contact the NASA WVSGC/NASA WV EPSCoR office at (304) 293-4099 or email: KDEpps@mail.wvu.edu

**NASA West Virginia Space Grant Consortium
K-12 Professional and Curriculum Development Program
2023-2024 Application Form**

Typed Cover Page

Project Title: _____

Principal Investigator: _____

Signature: _____ Date: _____

Institution: _____

Address: _____

Telephone: _____

Email: _____

Principal Investigator Gender (please select one): Female | Male | Non-Binary

NASA Mission Directorate(s): _____

Request from NASA WVSGC: \$ _____

Organization Cost Share: \$ _____

Total Budget: \$ _____

Organizational approval - Representative certifying availability of cost share funds:

Name: _____ Date: _____

Title: _____

Signature: _____

Address: _____

Email: _____