



2019-2020 MSSGC MINI-GRANTS IN STEM ENHANCEMENT

*The Mississippi Space Grant Consortium (MSSGC) is soliciting applications for the 2019-2020 **Mini-Grants in STEM Enhancement Program**. The program seeks to enhance K-12 STEM programs through hands-on experience, experiential learning, curriculum development, educational opportunities, or other related activities. The funds must not be used for purchasing equipment or providing direct support to K-12 students. Proposers can be teachers/faculty/staff of any accredited educational institution in the state of Mississippi. Partnerships that ensure long-term impact are highly encouraged.*

Title: MSSGC Mini-Grants in STEM Enhancement

Sponsored By: Mississippi Space Grant Consortium

Submit Applications to: nmurray@olemiss.edu

APPLICATIONS MUST BE SUBMITTED ELECTRONICALLY

Key Dates

1. Release/Posted Date: **September 6th, 2019**
2. Application Due Date: **October 9th, 2019, 11:59pm**

******* No late submissions will be accepted *******

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Section 1. Details

The Mississippi Space Grant Consortium (MSSGC) is soliciting applications for the 2019-2020 *Mini-Grants in STEM Enhancement Program*. The program seeks to enhance K-12 STEM programs through hands-on experience, experiential learning, curriculum development, educational opportunities, or other related activities. The funds must not be used for purchasing equipment or providing direct support to K-12 students. Proposers can be teachers/faculty/staff of any accredited educational institution in the state of Mississippi. Partnerships that ensure long-term impact are highly encouraged.

1.A. ABOUT NASA SPACE GRANT

In 1988, Congress enacted the NASA National Space Grant College and Fellowship Program to address scientific and technological workforce needs and the national decline in scholastic achievement, especially in math and science. NASA's Space Grant funds education, research, and public service education in all 50 states, the District of Columbia, and Puerto Rico through a network of 52 university-based Space Grant Consortia with over 700 participating affiliates.

1.A.i. NASA Space Grant in Mississippi

The NASA/Mississippi Space Grant Consortium (MSSGC) consists of eighteen (18) Mississippi Space Grant colleges and universities: Alcorn State University, Coahoma Community College, Delta State University, Hinds Community College, Itawamba Community College, Jackson State University, Meridian Community College, Mississippi Delta Community College, Mississippi Gulf Coast Community College, Jones County Junior College, Southwest Mississippi Community College, Mississippi State University, Mississippi University for Women, Mississippi Valley State University, Northeast Mississippi Community College, Pearl River Community College, University of Mississippi, and University of Southern Mississippi. Information about NASA Space Grant in Mississippi can be found at <http://msspacegrant.org/>.

1.A.ii. MSSGC Goals

A major goal of the MSSGC is to help produce the engineers and scientists of the future. The *Mini-Grants in STEM Enhancement Program* is intended to encourage students to engage in opportunities that provide hands-on learning environments, teamwork development, and plant the seed for life-long learning and curiosity. The desire is for students to engage in NASA-relevant STEM learning activities the support, foster, and empower students to pursue higher education and careers in NASA-relevant STEM fields.

The *Mini-Grants in STEM Enhancement Program* has the following goals:

1. Enhance STEM learning opportunities for students.
2. Reinforce students' desire to pursue higher education in STEM fields.
3. Inspire STEM students to pursue a career in a NASA-relevant STEM field.
4. Infuse STEM learning opportunities with NASA-related educational content.

1.B. AWARD ANNOUNCEMENT

Awards will be announced mid-late October 2019.

1.C. PERIOD OF PERFORMANCE AND AWARD SCHEDULE

Proposers may request a **period of performance starting no earlier than October 28, 2019 and ending no later than September 30, 2020**. However, the project does not have to extend throughout this entire performance window. Shorter project timelines are acceptable as long as they are completed within the above start and end dates. Contact the MSSGC Director, Nathan Murray, with questions on the Period of Performance, nmurray@olemiss.edu.

1.D. NUMBER AND SIZE OF AWARDS

The MSSGC Director anticipates funding up to four (4) awards. The maximum individual award amount is \$1,400.

1.E. ELIGIBILITY

Proposers can be teachers/faculty/staff of any accredited educational institution in the state of Mississippi.

1.F. GUIDELINES

A variety of different types of projects may be proposed within the following guidelines:

1. **Clear Statement of Impact Plan:** The proposer *must* clearly articulate how and to what degree the project will have an impact on STEM engagement at the K-12 level. This should include relevant impact numbers (number of students, number of participates, etc.).

2. **Alignment or Utilization of NASA-relevant Materials:** The proposer must either articulate alignment with NASA objectives/interests or demonstrate planned utilization of NASA educational materials or both. Information on NASA objectives can be found by looking at the various Mission Directorates: [Aeronautics](#), [Human Exploration](#), [Science](#), [Space](#). Information on NASA educational materials can be found at <https://www.nasa.gov/stem/foreducators>.

3. **No direct support to K-12 students or purchase of equipment:** The funds must not be used for purchasing equipment or providing direct support to K-12 students. Direct support would involve a scholarship or stipend paid in cash to the student. This is not allowed. Indirect support could involve teacher training, curriculum materials, laboratory supplies, expenses for educational experiences or tours of relevant facilities, etc. Direct support can be used for faculty/staff salary or for college students acting in support of the activity (i.e. as mentors or camp counselors).

4. **There must be a 1:1 match on all requested funds:** The match may be met with either in-cash or in-kind cost sharing from any non-Federal source. For questions about this match requirement please contact the MSSGC Director, Nathan Murray, nmurray@olemiss.edu.

5. If Space Grant funds are to be paid to an individual (i.e. as a stipend or salary); ***all individuals receiving Space Grant funds must be U.S. citizens***. It is acceptable for non-US citizens to participate so long as they are not directly receiving support from NASA funds.

Section 2. Proposal Submission Instructions

2.A. CONTENT AND FORM OF APPLICATION

2.A.i. General rules

- A. Incomplete applications will NOT be considered. Late applications will NOT be considered. Applications containing plagiarized or incorrect information will NOT be considered. Non-compliant applications will NOT be considered.
- B. The text must be no smaller than 12-point font, single-spaced, with 1" margins on all sides. Page limits are outlined below.
- C. The proposal should address the requirements in Section 1.F above.
- D. The entire proposal package should be submitted as a single PDF electronic file via email to nmurray@olemiss.edu.
- E. The application package must include (a) Project Description with Timeline, (b) Brief Bio of Proposer, (c) Budget Request, and (d) Signed MSSGC Terms of Agreement (see last page of this solicitation).

2.A.ii. Project Description (2 pages maximum for items A through C)

- A. **Description of Project:** Describe the project in scope and in detail. Describe the anticipated outcomes. Address the impact that this project is expected to have on STEM engagement at the K-12 level. Relationships to the [Mississippi College- and Career-Readiness Standards](#) is not required but may be beneficial in explaining the impact of the project. If applicable, include a history of the project idea (i.e. past funding received, past success results, etc.).
- B. **Deadlines and Timeline:** Include a timeline of activities and identify deadlines required by the project.
- C. **Resources:** Briefly list any facilities, equipment or other resources you will have at your disposal that are significant for the successful completion of the project.
- D. **Plans Beyond the Project Period:** Provide a plan for implementation of the project resources/outcomes beyond the project period.

2.A.iii. Bio of Proposer (1 page limit)

Include a short, 1-page, biographical sketch of the proposer.

2.A.iv. Budget Request (1 page limit)

- E. **Budget Summary:** Provide a budget summary in the form of a table that clearly identifies personnel costs (salaries, fringe), direct student support (see above guidelines for allowable direct support), travel support, supplies and services (commodities, research related expenses, etc.), and indirect costs. Separate funds requested directly from MSSGC and matching funds (must be from a non-federal source). Provide sub-totals for each items and totals for the overall budget request. A sample table is provided below for reference. Make sure that all items are compliant with your institution's spending and reimbursement policies and that the above guidelines are met. Note that Space Grant funds are not allowed for the purchase of equipment. Please direct budget related questions to MSSGC Director, Nathan Murray, nmurray@olemiss.edu.

Project Title	MSSGC FUNDS	NON-FEDERAL Matching FUNDS	TOTAL FUNDS
SALARIES			
FRINGE			
DIRECT STUDENT SUPPORT (i.e. stipends, scholarships, etc.)			
TRAVEL			
SUPPLIES AND SERVICES			
INDIRECT (i.e. overhead, F&A)			
TOTAL Budget Request			

F. Budget Justification: The maximum amount of MSSGC funds that can be requested is \$1,500 with a 1:1 match requirement (i.e. the total amount of matching funds must be equal to or greater than the total amount of MSSGC funds requested). The budget justification should contain an explanation of each requested budget item. Acceptable items for the budget are faculty salary, student stipends and scholarships, and commodities. NASA funds cannot be used for equipment. The source of the required 1:1 match must be explained.

2.A.v. MSSGC Terms of Agreement

The proposer or an appropriate institutional representative *must* sign and date the MSSGC Terms of Agreement (page 5 of this solicitation). The signed terms of agreement form must be included in the PDF application package.

2.B. SUBMISSION DEADLINE

Proposals should be submitted by **October 9th, 2019, 11:59 pm.**

2.C. SUBMISSION REQUIREMENTS

Submit the complete application as a single PDF document via email to the MSSGC Director, Dr. Nathan Murray, nmurray@olemiss.edu.

Applicants will compile all required parts of the application package into **one** PDF document.

For questions, contact the MSSGC Director, Dr. Nathan Murray, The University of Mississippi, University, MS 38677, nmurray@olemiss.edu, 662-915-3190.

Section 3. Proposal Evaluation

Each application will be reviewed by the MSSGC Director. The applications will be scored in the following categories with a total of 50/50 as the highest score. Funding will be dependent on a favorable review *and* the availability of funds. Feedback on the review will be provided to the faculty mentor.

- Project Description (30 pts)
 - Project Plan (Clarity, Potential Impact) (15 pts)
 - Engagement/Alignment with NASA-relevant content or resources (5 pts)
 - Clear and Realistic Timeline (5 pts)
 - Adequacy of Resources (5 pts)
- Budget Request (20 pts)
 - Clear and Free of Errors, Meeting Match Requirements (10 pts)
 - Adequate Justification with Clear Plan for Spending All Requested Funds (10 pts)



MSSGC Terms of Agreement

Last Name:	First Name:	Middle Initial:
Department:	Phone:	
Email:		

Contact Information will be used solely for contacting awardees.

1. The **Awardee** will use the funds only for those things outlined in their budget proposal, based on the MSSGC Program Guidelines and compliant with applicable University rules and regulations. All receipts must be saved in case an inquiry is made in this regard.
2. The **Awardee** will submit a final report and student participant info as required.
3. The **Awardee** will provide MSSGC with project information as requested to comply with MSSGC reporting to NASA.
4. The **Awardee's** name and project abstract may be used on the MSSGC webpage.

Applicant's Certification

I understand and accept the terms and conditions set forth by the MSSGC Program.

Proposer or Institutional Representative Signature

Date