



2023-2024 MSSGC Mini-Grants in STEM Enhancement

Request for Proposals

*The Mississippi Space Grant Consortium (MSSGC) is soliciting applications for the **Mini-Grants in STEM Enhancement Program**, which seeks to enhance K-12 STEM programs through hands-on experience, experiential learning, curriculum development, educational opportunities, or other STEM-related activities. Awarded 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 electronically to

<https://olemiss.infoready4.com/#competitionDetail/1886031>

Application Posted
November 1, 2022

Application Due
February 13, 2023

*Late submissions will **NOT** be accepted.*

REQUEST FOR PROPOSALS

The Mississippi Space Grant Consortium (MSSGC) is soliciting applications for the *MSSGC Mini-Grants in STEM Enhancement* Program, which seeks to enhance K-12 STEM programs through hands-on experience, experiential learning, curriculum development, educational opportunities, or other STEM-related activities. Awarded 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.

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.

NASA SPACE GRANT IN MISSISSIPPI

The NASA/Mississippi Space Grant Consortium (MSSGC) consists of seventeen (17) Mississippi Space Grant colleges and universities:



Information about NASA MSSGC can be found at msspacegrant.org.

MSSGC GOALS

A major goal of the MSSGC is to help produce engineers and scientists of the future. The *Mini-Grants in STEM Enhancement* Program intends to encourage students to engage in opportunities that provide hands-on learning and teamwork development as well as to promote lifelong learning and curiosity. Ultimately, students should engage in NASA-relevant STEM learning activities that support, foster, and empower students to pursue higher education and careers in NASA-relevant STEM fields.

GOALS OF THE MSSGC MINI-GRANTS IN STEM ENHANCEMENT PROGRAM

Enhance STEM learning opportunities for students.

Reinforce students’ desire to pursue higher education in STEM

Inspire STEM students to pursue a career in a NASA-relevant STEM

Infuse STEM learning opportunities with NASA-related educational content.

AWARD ANNOUNCEMENT AND SCHEDULE

Awards will be announced by **mid-April**. Funds will be dispersed by **June**.

PERIOD OF PERFORMANCE

Projects must begin no earlier than **August 1** and end no later than **March 31**. The project is not required to extend throughout this entire performance window. Shorter project timelines are acceptable if they are completed within these start and end dates. An end-of-project report will be due to Whitney Jackson (wjackson@olemiss.edu) by **April 17**.

NUMBER AND SIZE OF AWARDS

The MSSGC Director anticipates funding up to three (3) awards. The maximum individual award amount is \$1,000.

ELIGIBILITY

Proposers can be teachers, faculty, or staff of any accredited educational institution in the state of Mississippi. Past award recipients are eligible to reapply for a grant.

GUIDELINES

Proposals should abide by the following:

Fund Allocation. Funds cannot be used for direct support to K-12 students or for purchasing equipment. Direct support would involve a scholarship or stipend paid in cash to a student; *this is not allowed*. Among other things, indirect support may involve teacher training, curriculum materials, laboratory supplies, expenses for educational experiences, or tours of relevant facilities. Direct support can be used for stipends (except for K-12 students) for those involved with the project (i.e. guest speakers). Please contact MSSGC Program Specialist Whitney Jackson at wjackson@olemiss.edu for specific questions about allowable expenses.

Citizenship Requirement. If Space Grant funds are to be paid to individuals (i.e. stipends), *all individuals receiving Space Grant funds must be U.S. citizens*. It is acceptable for non-US citizens to participate as long as they are not receiving direct support from NASA funds.

PROPOSAL SUBMISSION INSTRUCTIONS

- 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. Text must be no smaller than 12-point font, single-spaced, with 1” margins on all sides. Page limits are outlined below.
- C. The application should address all requirements in the previous section - **GUIDELINES**.
- D. The application must be submitted as a single PDF electronic file via email at <https://olemiss.infoready4.com/#competitionDetail/1886031>
- E. The application must include (detailed description of each following, see page 4):
 - Project Description
 - Brief Biography of Proposer
 - Budget Summary Table and Justification
 - Signed *MSSGC Terms of Agreement* (see final page of solicitation)

PROJECT DESCRIPTION (two pages maximum for starred items, total)

***Statement of Impact.** Clearly articulate how and to what degree the project will impact STEM engagement for K-12 students. This should include relevant impact numbers (number of students, number of total participants, number of assistants, etc.).

***Alignment or Utilization of NASA-Relevant Materials.** Each proposal must either:

- (1) articulate alignment with NASA objectives/interests or
- (2) demonstrate the planned utilization of NASA educational materials.

The project can address both, if applicable. Information on NASA objectives can be found on various Mission Directorates here: [Aeronautics](#), [Science](#), [Space Technology](#), [Exploration Systems Development](#), [Space Operations](#). Your proposal must explicitly describe this connection to NASA. Information on NASA educational materials can be found at <https://www.nasa.gov/stem/foreducators>.

***Project Plan.** Describe the scope of the project *in detail*, clearly explaining what will be included from the beginning to the end of the project. Relate components of the project to one or more goals of the *MSSGC Mini-Grants in STEM Enhancement Program* as listed on page 2 of this solicitation. While connections to the [Mississippi College- and Career-Readiness Standards](#) are not required, they may support an explanation of the project's impact. If applicable, include a history of the project (i.e. past funding received, results, etc).

***Timeline.** Include a timeline of activities (**with project components and dates clearly noted**) and identify deadlines of the **PERIOD OF PERFORMANCE** (see previous page).

***Resources.** Briefly list any facilities, equipment, or other resources you will have at your disposal that are significant for the successful completion of your project (but not being purchased with these grant funds).

Plans Beyond the Project Period. Provide an implementation plan for the project resources/outcomes beyond the project period, if applicable.

BIOGRAPHY OF PROPOSER (one page maximum)

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

BUDGET REQUEST (one page maximum)

Budget Summary. Include a table that clearly identifies costs, including all direct and indirect support (see **GUIDELINES**) such as stipends, travel, supplies, services, and indirect costs. Provide subtotals for each section and a total for the overall project budget. A sample table is provided for reference. Ensure that all items are compliant with your institution's spending and reimbursement policies as well as meeting the aforementioned program guidelines.

Please contact MSSGC Program Specialist Whitney Jackson at wjackson@olemiss.edu for questions about the budget or fund allowances.

SAMPLE

Budget Summary Table - SAMPLE

Stipends/Personnel	
Guest Speaker	\$
Bus Driver	\$
Substitute Teacher	\$
Stipends/Personnel Subtotal:	\$
Travel	
Mileage to attend PD	\$
Mileage for field trip	\$
Travel Subtotal:	\$
Materials/Supplies	
Supplies for laboratory	\$
Binoculars – class set of 30	\$
Materials/Supplies Subtotal:	\$
Other Costs	
Subscription to Professional Organization	\$
PD registration for teacher	\$
Student lunches	\$
Museum admission	\$
Other Costs Subtotal:	\$
Total Project Cost:	\$
Cost provided by other sources:	\$
Total Funds Requested (not to exceed \$1500):	\$

Budget Justification. The maximum amount of MSSGC funds that can be requested is \$1,000. The budget justification should contain an explanation of each requested budget item. Acceptable items for the budget are stipends, travel expenses, supplies, services, and indirect costs. *NASA funds cannot be used for equipment.*

MSSGC TERMS OF AGREEMENT

The proposer (or appropriate institutional representative) *must* sign and date the *MSSGC Terms of Agreement* (final page of this solicitation) and include it in the PDF application package.

SUBMISSION DEADLINE

Proposals should be submitted by **February 13, 2023, 11:59 pm CST**. *Late, incomplete, plagiarized, incorrect, or non-compliant submissions will be NOT be accepted.*

SUBMISSION REQUIREMENTS

Applicants will compile the application and signed Terms of Agreement into one PDF document and submit it to <https://olemiss.infoready4.com/#competitionDetail/1886031>

Contact MSSGC Program Specialist Whitney Jackson at wjackson@olemiss.edu for any questions regarding the submission of your proposal.

PROPOSAL EVALUATION

Funding will be dependent on both a favorable review and the availability of funds. Each application will be reviewed according to the following rubric.

**MSSGC MINI-GRANT STEM ENHANCEMENT PROGRAM
EVALUATION CATEGORIES
50 POSSIBLE POINTS**

Project Description – 30 possible points

Project Plan – *Clarity*

Project is clear; goals of the Mini-Grant Program are clearly addressed.

Project Plan – *Feasibility*

Project is feasible according to descriptions and details.

Project Plan – *Potential Impact*

Statement of impact is clearly written and specifically includes how and to what extent the project will impact STEM engagement for K-12 students.

Alignment/Engagement with NASA Objectives/Resources

Specific alignment and/or engagement with NASA objectives/resources is clearly noted.

Timeline

Project timeline is clear and realistic; includes deadlines.

Adequacy of Resources

Resources are adequate to successfully implement this project.

Biography of Proposer – 5 possible points

Budget Request – 10 possible points

Budget Summary Table

Summary is clearly written in table form and free of mathematical errors.

Budget Justification

Each requested budget item is clearly explained.

MSSGC Terms of Agreement – 5 possible points

MSSGC Terms of Agreement



Last Name _____ **First Name** _____ **Middle Initial** _____

Educational Institution _____ **Cell Phone** _____

Email _____ **Work Phone** _____

Contact information will be used solely for contacting awardees.

Applicant's Certification

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

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

Proposer or Institutional Representative Signature

Date