



2023-2024 MSSGC STUDENT LED STEM ACTIVITIES

Request for Proposals

The Mississippi Space Grant Consortium (MSSGC) is soliciting applications for the 2023-2024 Student Led STEM Activities Program. This program is open to undergraduate student teams who are participating in a design/competition that has NASA relevance. The team must have a faculty sponsor, and the funds can only be used for U.S. citizens. (Non-US citizens can still participate if their support is provided by the faculty sponsor from some other source of funds.) Eligibility is not limited to science and engineering majors.

Title: **MSSGC Student Led STEM Activities Program**

Sponsored By: **Mississippi Space Grant Consortium**

Submit applications electronically at:

<https://olemiss.infoready4.com/#competitionDetail/1886099>

APPLICATIONS MUST BE SIGNED AND SUBMITTED BY A FACULTY SPONSOR

APPLICATIONS MAY NOT BE SUBMITTED IN PAPER FORMAT

Solicitation Posted
November 1, 2022

Applications Due
February 13, 2023
by 11:59 pm

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

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Section 1. Details

1.A. INTRODUCTION

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.

The NASA/Mississippi Space Grant Consortium (MSSGC) consists of seventeen (17) 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, Mississippi State University, Mississippi University for Women, Mississippi Valley State University, Northeast Mississippi Community College, Pearl River Community College, Southwest Mississippi Community College, University of Mississippi, and University of Southern Mississippi.

A major goal of the MSSGC is to help produce engineers and scientists of the future. The Student Led STEM Activities Program was established 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 Student Led STEM Activities Program has the following goals:

1. Encourage students in STEM fields to complete their degree.
2. Reinforce students' desire to obtain a degree in math, science or engineering.
3. Encourage STEM students to pursue a career in a STEM field or related graduate program.
4. Provide opportunities for STEM students to be engaged in teams with diverse makeup.

1.B. AWARD ANNOUNCEMENT

Awards will be announced mid-April 2023.

1.C. PERIOD OF PERFORMANCE AND AWARD SCHEDULE

Proposers may request a period of performance **starting no earlier than August 1, 2023 and ending no later than September 30, 2024.**

Some student activities culminate in a design presentation or competition. The end date of the award can be adjusted to accommodate support of the student team through the end of the activities. Contact MSSGC Program Specialist Whitney Jackson at wjackson@olemiss.edu with questions on the Period of Performance.

1.D. NUMBER AND SIZE OF AWARDS

The MSSGC Director anticipates funding up to four (4) awards of \$12,500 each.

1.E. ELIGIBILITY

The Student Led STEM Activities Program is open to undergraduate student teams with a Faculty Mentor who are engaged in a STEM-related, higher education, group activity. Applications should be signed and submitted by the Faculty Mentor.

1.F. GUIDELINES

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

1. **Clear Specification of the Activity/Competition is Required.**

NASA encourages your students to join the Artemis generation! There are several NASA-affiliated student challenges that can be found at <https://stem.nasa.gov/artemis/>. Some examples include Student Launch, Human Exploration Rover Challenge, and Spacesuit User Interface Technologies for Students. *Participation in a NASA-affiliated challenge is not required; however, the proposed activity must have clear timelines, tasks, and requirements.*



2. **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. Requested funds may be used for faculty support, student support, and supplies.

3. If Space Grant funds are to be paid to an individual (i.e. as a stipend), ***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 supported by matching funds. Please direct questions regarding cost-sharing to your financial office or MSSGC Program Specialist Whitney Jackson at wjackson@olemiss.edu.

4. The student team ***must have an active faculty mentor.***

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.
- C. The proposal should address the goals described in Section 1.A above.
- D. The entire proposal package should be submitted as a single PDF electronic file at this link: <https://olemiss.infoready4.com/#competitionDetail/1886099>.
- E. The application package must include (a) Project Description *including a timeline*, (b) Bio of Faculty Mentor, (c) Budget Request, and (d) Signed MSSGC *Terms of Agreement*

2.A.ii. Project Description (3 pages maximum for items A through D)

- A. **Identification of Competition/Project:** Identify the specific activity or competition in which the team will participate. Give online links to relevant reference documents (i.e. competition rules or project requirements) when available. Give a concise description of:
 - (1) requirements for successful participation in the activity;
 - (2) the team's unique approach to the project;
 - (3) the main project goal or purpose; and
 - (4) plans for outreach to engage the public or K-12 in your team's activities.

- B. Participant Profile:** Provide a description of the makeup of the team. Include the anticipated number of participants and the academic backgrounds represented on the team. Provide numeric values for the anticipated number of directly funded students (i.e. those directly receiving stipends) and the anticipated number of indirectly supported students (i.e. the total number of students involved in the activity). Describe the approach for electing/appointing team leadership, recruiting new team members, and mentoring team members. If available, attach a team member contract as an appendix.
- C. Deadlines and Timeline:** Include a timeline of activities and identify deadlines required by the project.
- D. 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.

2.A.iii. Bio of Faculty Mentor (1-page limit)

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

2.A.iv. Budget Request (2-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, travel support, supplies and services (commodities, research-related expenses, etc.), and F&A costs. Separate funds requested directly from MSSGC and matching funds (must be from a non-federal source). Provide subtotals for each group of 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. *Note that Space Grant funds are not allowed for the purchase of equipment.*

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

- F. Budget Justification:** The maximum amount of MSSGC funds that can be requested is \$12,500 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 *faculty mentor* 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 **February 13, 2023 by 11:59 pm.**

2.C. SUBMISSION REQUIREMENTS

Applicants will compile all required parts of the application package into **one** PDF document to submit online here: <https://olemiss.infoready4.com/#competitionDetail/1886099>.

Email MSSGC Program Specialist Dr. Whitney Jackson at wjackson@olemiss.edu for questions.

Section 3. Proposal Evaluation

Each application will be reviewed by the MSSGC Director. Applications will be scored in the following categories with a total of 60/60 as the highest score. Funding will be dependent on a favorable review *and* the availability of funds.

30 points	Project Description
5 pts	Communication (Clarity, Style, Effectiveness)
15 pts	Participant Profile
5 pts	Clear and Realistic Timeline
5 pts	Adequacy of Resources
10 points	Outreach Plan
10 pts	Specifically, the potential impact to the community, pre-college schools, and social network that engage and encourage participation in STEM
20 points	Budget Request
10 pts	Clear and free of errors; meets match requirements
10 pts	Adequate justification with clear plan for spending all requested funds



MSSGC Terms of Agreement

Last Name:	First Name:	Middle Initial:
Department:	Phone:	
Email:		
Contact Information will be used solely for contacting awardees.		
<ol style="list-style-type: none"> 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 to include student participant information 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. 		
<p>Applicant's Certification</p> <p>I understand and accept the terms and conditions set forth by the MSSGC Program.</p>		

		Faculty Mentor Signature

		Date