



NASA CONNECTICUT SPACE GRANT CONSORTIUM

REQUEST FOR PROPOSALS

Faculty Programs

Research Grant

Project Grant

STEM Education Research Grant

STEM Education Programming Grant

Curriculum Development Grant

Travel Grant

Faculty-Undergraduate Student Research

History: In order to encourage broader participation in NASA research programs, Trinity College, University of Connecticut, University of Hartford, and the University of New Haven formed the Connecticut Space Grant College Consortium in 1991. The philosophical intent of this program was and continues to be, to build a research infrastructure in Connecticut which supports the aerospace, space science, engineering and technology related initiatives of federal and state government and private industry.

Each Consortium Member institution has a Campus Director (listed below). Questions should be directed to that person. If you are unable to contact the appropriate Campus Director, inquiries may be directed to the NASA CTSGC Office.

Four-Year Intuition Consortium Members		
Central Connecticut State University Dr. Luz Amaya School of Engineering 860.832.1818 l.amaya@mail.ccsu.edu	Connecticut College Dr. Alex Gianninas Dept. of Physics, Astronomy & Geophysics 860.439.2345 agiannina@conncoll.edu	Eastern Connecticut State University Dr. Matthew Graham Dept. of Biology 860.465.3796 grahamm@easternct.edu
Fairfield University Dr. Zahra Shabazi School of Engineering 203.254.4000 x3080 zshahbazi@fairfield.edu	Quinnipiac University Dr. Lynn Byers Dept. of Mechanical Engineering 203.582.5028 Lynn.Byers@quinnipiac.edu	Sacred Heart University Dr. Tolga Kaya Dept. of Computer Science & Engineering 203.396.6589 Kayat@sacredheart.edu
Southern Connecticut State University Dr. Dana Casetti Dept. of Physics 203.392.7191 casettid1@southernct.edu	Trinity College Dr. Eyal Schwartz Dept. of Engineering 860.297.5316 eyal.schwartz@trincoll.edu	University of Bridgeport Dr. Jani Pallis Dept. of Mechanical Engineering 203.576.4579 jpallis@bridgeport.edu
University of Connecticut Dr. Jason Lee School of Engineering 860.486.2239 Jason.Lee@uconn.edu	University of Hartford Dr. Daniel Martin College of Arts and Sciences 860.768.4406 damartin@hartford.edu	University of New Haven Dr. Chong Qiu Dept. of Chemistry 203.479.4888 CQiu@newhaven.edu
Wesleyan University Dr. Seth Redfield Astronomy Dept. 860.685.3669 sredfield@wesleyan.edu	Yale University Dr. Andrew Szymkowiak Dept. of Physics 203.432.9854 andrew.szymkowiak@yale.edu	
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Leadership Team		
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About NASA CTSGC

NASA Connecticut Space Grant Consortium (CTSGC) is one of 52 state-based, university-led Space Grant Consortia funded by NASA Office of STEM Engagement (OSTEM) to develop and implement student fellowship and scholarship programs, interdisciplinary space-related research infrastructure, education, and public service programs; and cooperative initiatives with industry, research laboratories, and state, local and other governments. Space Grant operates at the intersection of NASA's interest as implemented by alignment with the Mission Directorates and NASA CTSG's interests. Although it is primarily a higher education program, Space Grant programs should encompass the entire length of the education pipeline, including elementary/secondary and informal education.

Proposal Development Considerations

Please read the below information thoroughly, as it applies to all Faculty proposals:

A proposal must demonstrate a link between the proposal work and one of [NASA's Mission Directorates](#), which are: Aeronautics Research (ARMD), Exploration Systems Development (ESDMD), Mission Support (MSD), Science (SMD), Space Operations (SOMD), and Space Technology (STMD).

Faculty who respond must show a 1:1 non-federal cost match ratio within their budgets; student awards do not require matching funds. For example, if a faculty member requests \$10,000 from CTSGC, the budget should total at least \$20,000 with at least \$10,000 in matching funds from non-federal sources. An explanation about matching fund sources should be included. Please be sure to contact the appropriate grants office within your institution before submitting your proposal; institutional office approval is required on your application.

For use of NASA facilities, University Affairs Offices at NASA Centers must be contacted. Contact information and NASA facility missions and statements may be found at each of the NASA facilities web sites. A directory of [NASA Centers and Facilities](#) is available online.

Eligibility Requirements

For faculty funding opportunities: full-time faculty at Consortium Member Institutions are eligible to apply. Post-doctoral fellows, full-time research staff and associates are also eligible to apply with support of full-time faculty. Part-time faculty and/or adjunct faculty may be faculty advisors for student research, projects, or community college Quadcopter teams with support of full-time faculty. A foreign national may receive payment through a NASA award while employed full-time at a U.S. institution of higher education. Any faculty member receiving a stipend for research must conduct their work in person and on-site.

Funding Students: students hired for a project must be a U.S. citizen. Any student receiving a stipend for research must conduct their work in person and on-site.

Citizenship requirements: All direct support paid to students from NASA education grant funds must only be distributed to U.S. citizens. Recipient institutions' Campus Directors must provide proof of citizenship for all students receiving direct funds. Students who are non-citizens may be supported through their institutions' matching funds. Full-time faculty who are non-citizens, may receive direct funding.

Preparation of Proposals

If you are considering applying for NASA CTSGC funding, you should contact your [Campus Director](#) as far in advance as possible to review the application process, and the steps that should be followed for a successful application submission. You should also contact your campus Grant/OSP office to discuss any specific requirements related to your institution.

All proposals and related language must adhere to applicable **federal laws, regulations, and Executive Orders (EOs)** as implemented by the National Aeronautics and Space Administration (NASA).

Proposers must ensure that all programmatic activities, use of funds, and institutional practices are consistent with current NASA policies as outlined on the [NASA Policy and Regulations](#) and [NASA Grants Compliance](#) websites.

NASA reserves the right to revise programmatic direction or require changes to award activities in response to new or rescinded Executive Orders, as directed by the Office of the President or NASA Headquarters.

Proposed Award Timeline

The following timeline is proposed for fall and spring applications. All dates are subject to change.

	Fall Applicants	Spring Applicants
Applications Open	9/2/2025	3/2/2026
Applications Close	10/14/2025	4/29/2026
Approvals and other outside submissions due (including Campus Director, OSP/Grants office, and Dean’s Office)	10/21/2025	5/6/2026
Anticipated Award Announcement	11/20/2025	6/1/2026
Anticipated Award Date	12/1/2025	6/10/2026

Periods of Performance

The grant Period of Performance (PoP) is the specific time frame during which a grant awardee can spend CTSGC funding on approved activities and is defined by a start and end date. Grant Awardees must complete all authorized activities and ensure all funds are obligated and liquidated by the end of the Period of Performance. The applicant must include specific PoP start and end dates (mm/dd/yyyy) on the application form. Costs may occur up to 90-days prior to PoP start date at institution’s risk; no costs may occur after the PoP end date.

- For **Spring Applications/Awards**: The PoP should begin no sooner than June 10 of that year and end no later than June 9 of the following year. The PoP in any grant application should not start more than 30 days prior to the anticipated award date of the grant. (EX: June 10, 20XX – June 9, 20XX)
- For **Fall Applications/ Awards**: The PoP should end no later than June 9 of the following year. An exception is made for Faculty-UG Student Research Grants that are awarded in the fall but are scheduled to occur the following summer. The PoP in any grant application should not start more than 30 days prior to the anticipated award date of the grant. (EX: Dec 1, 20XX – June 9, 20XX)
- For **Faculty/Undergraduate Research**: These awards are made in the Fall to allow PIs time to find student researchers before the start of the PoP. CTSGC plans that the PoP on these awards should begin no sooner than June 10 of the following year. (EX: June 10, 20XX – August 31, 20XX)
- One **No-Cost Extension (NCE)** may be requested by emailing the CTSGC Program Manager no later than 30 days prior to the PoP end date. CTSGC leadership must approve any NCE request and will notify the PI via email if granted or declined. The PI may be eligible for only one NCE for each award. Requests to extend awards past June 9 will result in rejection (CTSGC grant year is 6/10 – 6/9) without valid justification.

Review of Proposals

- The proposal review committee is composed of NASA CTSGC Campus Directors. Reviewers will evaluate proposals using the rubrics shown under each grant type. During the review process, reviewers may request additional information through the CTSGC Office if needed.
- New applicants will be given priority over recent awardees with all grants.

Application Submission

Submit the application and additional forms via the links at ctspacegrant.org.

Award Notification

- Award/Decline Letters: Each applicant will receive an email notification with an attached award or a decline letter. Decisions are typically made within six weeks following the application deadline.
- Website and Social Media: Awards are also announced on the [NASA CTSGC website](https://www.nasa.gov/ctsgc) and on social media accounts (Facebook, LinkedIn, Instagram, @CTSpaceGrant).

Reporting Requirements for Funded Projects

The following are required at completion of the project:

- Project report
- Student participant tracking (Direct Participant Form)
- Participation in Grants Expo Poster Session.
- Creation of a NASA STEM Gateway account

Details of post-award requirements are provided in an award letter

Public Information: This is a federal grant; therefore, information such as title, abstract, names, institution and year will be posted on the [NASA CTSGC website](https://www.nasa.gov/ctsgc) and will be kept there for an extended period of time.

Budget Restrictions

- All supplies purchased under a grant must be received and used during the Period of Performance.
- Budgets should conform cost principles in 2 CFR 1800, which is NASA's adoption of 2 CFR 200.
- NASA CTSGC funds may not be used for equipment purchases. The definition for equipment is an article of tangible nonexpendable personal property that has a useful life of more than one year and an acquisition cost of \$10,000 or more per unit. Items below \$10,000 are classified as supplies. NASA CTSGC funds may not be used to purchase computers or tablets. Request for a 3-D printer and/or supplies must be clearly justified and must be essential for the project. All supplies purchased under a grant must be received and used during the Period of Performance. Projects funded under this RFP may not use NASA appropriated funds to purchase clothing, including T-shirts, or other promotional or personal-use items, unless such items fall under the limited allowed categories defined by NASA policy (e.g., mission patches, stickers, printed materials, lapel pins, flown flags, inexpensive recyclable bags). Any exceptions must be approved in writing by the NASA Grant

Officer. Purchases outside these allowances must not be charged to the award and are the responsibility of the recipient.

Funds Distribution

For all awards the affiliate grants/financial offices will be required to send a detailed invoice at least quarterly. If there is no activity, a zero invoice will be required. An invoice template, as well as expectations on invoicing and record keeping, was provided as part of each affiliate institution's master agreement.

All costs, including supply purchases, must be necessary, reasonable, and incurred during the period of performance. The purchase must serve a legitimate, documented need for the grant project. All supplies purchased under a grant must be received and used during the Period of Performance.

Any changes to a previously approved administrative stipend on awarded proposals must be approved by CTSGC leadership regardless of any policy (NASA, University, other).

Faculty Research, STEM Education Research, STEM Education Programming, and Curriculum Development Grants: Funds will be available upon successful completion of a sub-award within the expectations outlined under the applicant institution's master agreement with University of Hartford. Funds will be paid to the grant awardee's institution to be distributed according to its policies. A detailed, itemized invoice is required. Final payment will be made upon submission and approval of all post-award reporting. Details will be conveyed within the award agreement.

In addition to the requirements above are some program-specific guidelines:

Travel and Project Grants: Itemized receipts should be provided to the appropriate office at the affiliate campus. No travel advances will be allowed from Consortium funds. **International travel may not be supported by this grant.**

Community College Drone Challenge (CCDC): Funds will be distributed by the participating affiliate to their team members upon completion of the Challenge, once the report is submitted to the consortium office and approved by the CTSGC leadership. A detailed invoice and match documentation must be sent to the NASA CTSGC Office to begin the reimbursement payment process. A separate RFP will be released for CCDC.

Faculty-Undergraduate Student Research Grant: Funds will be distributed to the faculty advisor's institution, which will be responsible for disbursing student payments. Students are typically paid incrementally throughout the duration of the project, while the faculty advisor receives their full stipend upon successful completion of the project and submission of all required post-award documentation.

Post Award Requirements

- Final Progress Reports: A Final Grant Report shall be submitted to the University of Hartford's Administrative Contact no later than 15 days after the end of the budget period/period of performance for inclusion in the NASA CTSGC's annual report to NASA.
- All subaward recipients are required to submit all Final Reports (including but not limited to project impact reports, financial reports, and other required data) to the NASA CTSGC office before invoices are paid entirely and before the subaward can be completed. In the event all required reporting is not submitted, the recipient institution will forfeit their remaining balance of the award.

- Should any PI fail to submit final reports on time and therefore have their award or part of their award forfeited, any costs incurred become the burden of their institution.
- As part of the final report, PIs are required to submit a summary of all purchases along with a justification of how these expenditures contributed to the success of the project.

All awards are subject to desk audit by CTSGC, at which point in time, detailed documentation of all expenses will be expected. Failure to pass a desk audit may result in an institution being removed as an affiliate of the Consortium and revocation of an open award(s).

- **Acknowledgment of Award:** Please acknowledge the “NASA CT Space Grant Consortium” on any publication you author relating to this work. Additionally, NASA's terms and conditions require: "All information disseminated as a result of the award shall contain a statement which acknowledges NASA's support and identifies the award by number (e.g., “the material is based upon work supported by NASA under award No. 80NSSC25M7127.)"

Expo Participation: All grant recipients are asked to be available to attend the NASA CTSGC Annual Expo and provide a poster presentation after completing their grant-related work. Details will be shared by the NASA CTSGC office and Campus Directors.

IMPORTANT NOTES

*All federal requirements pass through from the NASA CTSGC’s lead institution, University of Hartford, to all awarded faculty grants. **When preparing budget proposals, it may be helpful to reference the Office of Management and Budget Uniform Guidance link: <https://www.nssc.nasa.gov/grants>***

Note to **University of Hartford faculty applicants: Even though the Consortium accounting is handled through the University of Hartford, an internal subcontract will still be needed to ensure clarity of understanding of all the pass-through NASA grant requirements by all parties involved in NASA CTSGC research*

Program Information

The following pages contain information specific to each grant type. Please read the section relevant to your proposed grant type thoroughly.

Contact your Campus Director, campus Grant/OSP office, or the CTSGC office for additional clarification.

Faculty Research Grant

About this award

Award – To encourage faculty participation in research in areas related to the mission of NASA at Connecticut Space Grant Consortium member institutions, the Consortium will award faculty research grants during the program year. Research grants are available to support faculty, staff, postdoctoral fellows, and students in research pursuits. Interdisciplinary collaboration is highly encouraged.

Eligible Activities – Research in any area related to the mission of NASA as illustrated by its [Mission Directorates](#)

Eligible Applicants – Full-time Faculty at Consortium Member Institutions are eligible to apply. Full-time research staff, research associates, including postdoctoral fellows are also eligible to apply.

Preference will be given to applicants who: 1) are non-tenured and/or early career, including post-doctoral fellow, 2) who use these funds as seed money, 3) who collaborate with other Consortium members (within CT), and 4) whose research involves/supports students.

All research must be conducted in person and on-site.

Eligible Budget Items – The budget may include items such as technician and support staff salaries, summer salaries, student stipends, fringe benefits, supplies, and materials. **Faculty/staff salary and stipend (including fringe/benefits) may not exceed 50% of the award amount.** No indirect costs may be charged to the NASA Grant, however indirect charges may be included within the matching contributions. To avoid duplication with other Consortium Grant programs, travel may not be charged to a Faculty Research Grant. *Reminder: Faculty who respond must show a 1:1 cost match ratio. For example, if you are responding to a \$10,000 research grant, your budget needs to show \$20,000 with a \$10,000 match and \$10,000 supplied by the Consortium. This is an example only, please refer to our website for [current award amount](#).*

Equipment and Supplies – NASA CTSGC funds may not be used for equipment purchases. The definition for equipment is an article of tangible nonexpendable personal property that has a useful life of more than one year and an acquisition cost of \$10,000 or more per unit. General-purpose equipment approved by the NASA Grant Officer. Items below \$10,000 are classified as supplies. If essential to the project, NASA CTSGC funds may be used for the purchase of supplies. NASA CTSGC funds may not be used to purchase computers or tablets. Request for a 3-D printer and/or supplies must be clearly justified and must be essential for the project.

Fund Distribution – Funds will be available upon successful completion of a sub-award to the master agreement between the grant awardee's institution and the University of Hartford, and then will be paid to the grant awardee's institution to be distributed according to its policies related to faculty grants. Final payment will be made upon submission and approval of all post-award reporting. Details will be conveyed within the award agreement.

Post award responsibilities

Reporting – A project report will be requested upon completion of the work. The required reporting link will be sent via email before the completion of the grant period of performance. NASA CTSGC considers a successful project investment in the future of the researcher, their department and the institution. Therefore, the following outcomes represent success: patents and published papers, increased institutional collaboration, and an increase in the number of proposal submissions. Each researcher is to inform the Consortium office of publications, patents and proposals that result from their receiving NASA CTSGC funding.

Student Participant Tracking – Tracking of all graduate and undergraduate student participants involved in the supported research/project is required. To accomplish this, a Direct Participant Form for each reported higher education student reported will be required.

NASA STEM Gateway – NASA requires tracking of all awardees for Space Grant awards. To aid in tracking applicants, a **NASA STEM Gateway** profile must be created for each higher education faculty who has either been directly funded or has significantly participated in CTSGC-funded project. If you are awarded (primary investigator) a CTSGC grant, or participated in a research grant or project (direct participant) funded by CTSGC, *your NASA STEM Gateway profile is required*. All profiles are created directly through the [NASA STEM Gateway website](#) **and are in addition** to any CTSGC reporting required at the completion of a grant. Directions on how to create your profile can be found by [clicking here](#). It is the responsibility of the awardee to ensure that they and any direct participants have created a STEM Gateway profile in order to comply with the terms of the awarded grant.

Poster Session – Faculty will be required to furnish a research poster ([template available online](#)) for an annual expo following the completion of their research. The poster will be submitted with the grant report, and the awardee will bring a physical copy to the expo for display. Details about the annual expo will be communicated closer to the date.

Public Information – This is a federal grant; therefore, information such as title, abstract, names, institution and year will be posted on the [NASA CTSGC website](#) and will be kept there for an extended period of time.

New Technology Reporting – All NASA contractors, grantees and NASA partners, have an obligation to report new technologies to NASA as required by their agreement. NASA CTSG requires all applicants to comply with this New Technology Report. The detailed guidelines are available [online](#) and this information is included in the final report form. Communications and questions regarding New Technology Reporting should be directed to the-CTSGC office.

Apply for this award

Submit the application and additional forms on the [CTSGC website](#)..

- **Applicant Contact/Demographic Information**
** This information is utilized for NASA reporting only.*
- **Proposal Information**
 - a. **Proposal Abstract** (100-word maximum) – includes information relating the proposed project to NASA’s Mission Directorates.
 - b. **Narrative** – 6 pages maximum

- i. Project goals and objectives
- ii. Relevance to NASA's Mission Directorates
- iii. Methods and procedures
- iv. Timeline
- v. Evidence of student involvement (Appendix may be included in a separate section, see d below).
- vi. Expected outcomes and Assessment Plan

** Consult the scoring rubric for more information on how proposals will be evaluated according to these criteria.*

- c. **Budget Narrative** – includes a clear justification of expenditures for the proposal and a complete budgetary schedule for the length of the program.
- d. **Budget Worksheet** – Please be sure to include a [Budget Worksheet](#) for each institution involved in collaboration grant proposals. Reminder: Faculty must show a 1:1 cost match ratio.
- e. **Curriculum Vitae** – One-page (maximum) CV is required. (Submissions over page maximum will be rejected.) For collaborative proposals please submit a one-page CV for each team member.
- f. Other supporting evidence can be combined and submitted as a single pdf.

IMPORTANT REMINDERS:

*All federal requirements pass through from the NASA CTSGC's lead institution, University of Hartford, to all awarded faculty grants. **When preparing budget proposals, it may be helpful to reference the NASA [Office of Management and Budget Uniform Guidance](#).***

Note to **University of Hartford faculty applicants: Even though the Consortium accounting is handled through the University of Hartford, an internal subcontract will still be needed to ensure clarity of understanding of all the pass-through NASA grant requirements by all parties involved in NASA CTSGC research.*

Evaluation rubric

Criteria	Evaluation	Max Score
Abstract	The abstract is clear, concise and gives the reader an excellent sense of the scope of the project.	5
Goals and objectives	The goals and objectives are clearly stated. There are compelling reasons offered to pursue the project.	10
Relevance to NASA's Mission Directorates	The proposed project is very relevant to one or more of NASA's Mission Directorates.	10
Methods and procedures	The proposal includes a detailed, well-written explanation of the proposed methods and procedures to achieve the project's goals and objectives. There is a strong link between the methodology and goals of the project.	15
Timeline and feasibility	The proposed timeline is clear, detailed, and closely aligned with the goals and objectives. The proposed timeline is feasible. Institutional support is strong. When applicable, equipment/resources are readily available.	10
Expected outcomes & assessment plan	There is great potential for innovation, publications, or future funding. The proposal includes well-defined plan for disseminating findings. A clear, and well-defined assessment plan is included.	10
Collaboration	There is strong evidence of collaboration either across disciplines, across colleges/universities or with external partners.	10
Student involvement	Students play a significant role in the project and are included in the budget.	10
Budget narrative and worksheet	There is a clear, detailed, budget plan, including a justification of expenditures for the proposed plan and a complete budgetary schedule for the length of the program.	10
Early Career	The applicant is considered pre-tenure or early career, including post-doctoral fellows, and has been assigned a score of 5. This rating is based on the following scale: a score of 5 indicates the applicant has never received tenure (e.g., post-doc, assistant professor, or pre-tenure faculty); 4 corresponds to one year post-tenure; 3 to two years post-tenure; 2 to three to four years post-tenure; and 1 to five or more years post-tenure.	5
Recent award	Using scale as Never 5, five years and above 4, three-four years 3, two years 2, one-year 1	5
		100

Faculty Project Grant

About this award

Award Details – The goal of a Faculty Project Grant is to support faculty research by supporting faculty with the cost of materials and supplies. This may be in purchasing consumables to enable more student participation in the research or supplies necessary to expand to new research areas. This funding may also be used to support undergraduate or graduate research in the PI's lab, for work that would not otherwise be funded.

Information – Refer to [NASA CTSGC website](#) for the amount and number of awards available each program year. Since this is an institutional award, a subcontract for each institution will be executed.

Eligible Applicants – Full-time Faculty at Consortium Member Institutions are eligible to apply. Full-time research staff and associates are also eligible to apply.

Budget – Funds may be used for supplies and materials only. Funds may not be used for travel, equipment/computers, entertainment, entry fees, tuition, salaries, fringe benefits, or indirect costs. Materials and supplies may be funded up to a maximum of \$5,000 (the Consortium reserves the right to adjust funding requests based upon the number and quality of applications). Funds will be paid to the grant awardee's institution on a reimbursement basis after submission of receipts to the awardee's affiliate office. *Reminder: Faculty who respond must show a 1:1 cost match ratio. For example, if you are responding to a \$2,000 project grant, your budget needs to show \$4,000 with a \$2,000 match and \$2,000 supplied by the Consortium. This is an example only, please refer to our website for [current award amount](#).*

Equipment and Supplies – NASA CTSGC funds may not be used for equipment purchases. The definition for equipment is an article of tangible nonexpendable personal property that has a useful life of more than one year and an acquisition cost of \$10,000 or more per unit. General-purpose equipment needs to be approved by the NASA Grant Officer. Items below \$10,000 are classified as supplies. If essential to the project, NASA CTSGC funds may be used for the purchase of supplies. NASA CTSGC funds may not be used to purchase computers or tablets. Request for a 3-D printer and/or supplies must be clearly justified and must be essential for the project.

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➤ **Applicant Contact/Demographic Information**

** This information is utilized for NASA reporting only.*

➤ **Proposal Information**

- a. **Proposal Abstract** (100 words maximum) – includes information relating the proposed project to NASA’s [Mission Directorates](#).
- b. **Narrative** – 4 pages maximum
 - i. Project goals and objectives
 - ii. Relevance to NASA’s Mission Directorates
 - iii. Methods and procedures
 - iv. Evidence of student involvement (Appendix maybe added in a separate section, see e below)
 - v. Expected outcomes and Assessment Plan

** Consult the scoring rubric for more information on how proposals will be evaluated according to these criteria.*

- c. **Budget Worksheet** – Please be sure to include a [Budget Worksheet](#) for each institution involved in collaboration grant proposals. Reminder: Faculty must show a 1:1 cost match ratio.
- d. **Budget Narrative** – includes a clear justification of expenditures for the proposal and a complete budgetary schedule for the length of the program.
- e. **Curriculum Vitae** – One-page (maximum) CV is required. (Submissions over page maximum will be rejected.) For collaborative proposals please submit a one-page CV for each team member.
- f. Other supporting evidence can be combined and submitted as a single pdf.

IMPORTANT REMINDERS:

*All federal requirements pass through from the NASA CTSGC's lead institution, University of Hartford, to all awarded faculty grants. **When preparing budget proposals, it may be helpful to reference the [Office of Management and Budget Uniform Guidance](#).***

Note to **University of Hartford faculty applicants: Even though the Consortium accounting is handled through the University of Hartford, an internal subcontract will still be needed to ensure clarity of understanding of all the pass-through NASA grant requirements by all parties involved in NASA CTSGC research.*

Evaluation rubric

Criteria	Evaluation	Max Score
Abstract	The abstract is clear, concise and gives the reader an excellent sense of the scope of the project.	5
Goals and objectives	The goals and objectives are clearly stated. There are compelling reasons offered to pursue the project.	10
Relevance to NASA’s Mission Directorates	The proposed project is very relevant to one or more of NASA's Mission Directorates.	10
Methods and procedures	The proposal includes a detailed, well-written explanation of the proposed methods and procedures to achieve the project’s goals and objectives. There is a strong link between the methodology and goals of the project.	20
Expected timeline, outcomes & assessment plan	There is great potential for innovation, publications, or future funding. The proposal includes well-defined plan for disseminating findings. A clear, and well-defined assessment plan is included. The proposed timeline is feasible.	15
Collaboration	There is strong evidence of collaboration either across disciplines, across colleges/universities or with external partners.	5
Student involvement	Students play a significant role in the project and are included in the budget.	10
Budget narrative and worksheet	There is a clear, detailed, budget plan, including a justification of expenditures for the proposed plan and a complete budgetary schedule for the length of the program.	15
Early Career	The applicant is considered pre-tenure or early career, including post-doctoral fellows, and has been assigned a score of 5. This rating is based on the following scale: a score of 5 indicates the applicant has never received tenure (e.g., post-doc, assistant professor, or pre-tenure faculty); 4 corresponds to one year post-tenure; 3 to two years post-tenure; 2 to three to four years post-tenure; and 1 to five or more years post-tenure.	5
Recent award	Using scale as Never 5, five years and above 4, three-four years 3, two years 2, one-year 1	5
		100

STEM Education Research Grant (K-12 and Higher Education)

About this award

Award Details – STEM Education Research: Successful applicants will show a plan to carry out research in the STEM Education field. This research may include but is not limited to: Scholarship of Teaching and Learning (SoTL), K-12 Curriculum Development, K-12 or Higher Education STEM Outcomes, STEM Education Outreach Programs, or Social/Psychological Influences on STEM Education (e.g., gender disparities, educational access, career trajectories, STEM identity, etc.).

Award Information – Refer to the [NASA CTSGC website](#) for the award amount and number of awards available each program year.

Eligible Applicants – Full-time Faculty at Consortium Member Institutions are eligible to apply. Full-time staff and associates are also eligible to apply. Collaboration with K-12 or other informal education partners is appropriate; however, the PI must be an eligible faculty/staff member of an academic affiliate institution.

Preference will be given to applicants who 1) are non-tenured and/or early career, 2) who use these funds as seed money, and 3) who collaborate with other CT Consortium members.

Eligible Budget Items – The budget may include items such as technician and support staff salaries, summer salaries, student stipends, fringe benefits, supplies, and materials. Funds may not be used for travel, equipment/computers, entertainment, entry fees, or indirect costs.

Faculty/staff salary and stipend (including fringe/benefits) may not exceed 50% of the award amount. No indirect costs may be charged to the NASA Grant, however indirect charges may be included within the matching contributions. To avoid duplication with other Consortium Grant programs, travel may not be charged to a STEM Education Research Grant or STEM Education Programming Grant. *Reminder: Faculty who respond must show a 1:1 cost match ratio. For example, if you are responding to a \$10,000 research grant, your budget needs to show \$20,000 with a \$10,000 match and \$10,000 supplied by the Consortium This is an example only, please refer to our website for [current award amount](#).*

Equipment and Supplies – NASA CTSGC funds may not be used for equipment purchases. The definition for equipment is an article of tangible nonexpendable personal property that has a useful life of more than one year and an acquisition cost of \$10,000 or more per unit. General-purpose equipment needs to be approved by the NASA Grant Officer. Items below \$10,000 are classified as supplies. If essential to the project, NASA CTSGC funds may be used for the purchase of supplies. NASA CTSGC funds may not be used to purchase computers or tablets.

Fund Distribution – Funds will be available upon successful completion of a sub-award to the master agreement between the grant awardee's institution and the University of Hartford, and then will be paid to grant awardee's institution to be distributed according to its policies related to faculty grants. Final payment will be made upon submission and approval of all post-award reporting. Details will be conveyed within the award agreement.

Post award responsibilities

Reporting – A project report will be requested upon completion of the work. The required reporting link will be sent via email before the completion of the grant period of performance and is also available by logging into the application portal. NASA CTSGC considers a successful project investment in the future of the researcher, their department and the institution. Therefore, the following outcomes represent success: patents and published papers, increased institutional collaboration, and an increase in the number of proposal submissions. Each researcher is to inform the Consortium office of publications, patents and proposals that result from their receiving NASA CTSGC funding.

Student Participant Tracking – Tracking of all graduate and undergraduate student participants involved in the supported research is required. Please use a direct participant form for each student.

NASA STEM Gateway – NASA requires tracking of all awardees for Space Grant awards. To aid in tracking applicants, a **NASA STEM Gateway** profile must be created for each higher education faculty who has either been directly funded or has significantly participated in CTSGC-funded project. If you are awarded (primary investigator) a CTSGC grant, or participated in a research grant or project (direct participant) funded by CTSGC, *your NASA STEM Gateway profile is required*. All profiles are created directly through the [NASA STEM Gateway website](#) **and are in addition** to any CTSGC reporting required at the completion of a grant. Directions on how to create your profile can be found by [clicking here](#). It is the responsibility of the awardee to ensure that they and any direct participant have created a STEM Gateway profile in order to comply with the terms of the awarded grant.

Poster Session – Faculty will be required to furnish a research poster ([template available online](#)) for an annual expo following the completion of their research. The poster will be submitted with the grant report, and the awardee will bring a physical copy to the expo for display. Details about the annual expo will be communicated closer to the date.

Public Information – This is a federal grant; therefore, information such as title, abstract, names, institution and year will be posted on the [NASA CTSGC website](#) and will be kept there for an extended period of time.

Apply for this award

Submit the application and additional forms on the [CTS GC website](#).

➤ **Applicant Contact/Demographic Information**

** This information is utilized for NASA reporting only.*

➤ **Proposal Information**

- a. **Proposal Abstract** (100-word maximum) – includes information relating the proposed project to NASA’s Mission Directorates.
- b. **Narrative** – 6 pages maximum
 - i. Project goals and objectives
 - ii. Relevance to NASA’s Mission Directorates
 - iii. Methods and procedures
 - iv. Timeline
 - v. Evidence of student involvement

vi. Expected outcomes and Assessment Plan

** Consult the scoring rubric for more information on how proposals will be evaluated according to these criteria.*

- c. **Budget Worksheet** – Please be sure to include a [Budget Worksheet](#) for each institution involved in collaboration grant proposals. *Reminder: Faculty must show a 1:1 cost match ratio.*
- d. **Budget Narrative** – includes a clear justification of expenditures for the proposal and a complete budgetary schedule for the length of the program.
- e. **Curriculum Vitae** – One-page (maximum) CV is required. (Submissions over page maximum will be rejected.) For collaborative proposals please submit a one-page CV for each team member.

IMPORTANT REMINDERS

All federal requirements pass through from the NASA CTSGC's lead institution, University of Hartford, to all awarded faculty grants. When preparing budget proposals, it may be helpful to reference the [Office of Management and Budget Uniform Guidance](#).

**Note to University of Hartford faculty applicants: Even though the Consortium accounting is handled through the University of Hartford, an internal subcontract will still be needed to ensure clarity of understanding of all the pass-through NASA grant requirements by all parties involved in NASA CTSGC research.*

Evaluation rubric

Criteria	Evaluation	Max Score
Abstract	The abstract is clear, concise and gives the reader an excellent sense of the scope of the project.	5
Goals and objectives	The goals and objectives are clearly stated. There are compelling reasons offered to pursue the project.	10
Relevance to NASA's Mission Directorates	The proposed project is very relevant to one or more of NASA's Mission Directorates.	10
Methods and procedures	The proposal includes a clear and detailed plan to carry out research in STEM education including but not limited to K-12 curriculum development, K-12 higher education STEM education outcomes, or STEM education outreach programs. There is a clear link between methodology and goals of the project.	10
Timeline and feasibility	The proposed timeline is clear, detailed, and closely aligned with the goals and objectives. The proposed timeline is feasible. Institutional support is strong. When applicable, equipment/resources are readily available.	10
Expected outcomes & assessment plan	There is great potential for innovation, publications, or future funding. The proposal includes well-defined plan for disseminating findings. A clear, and well-defined assessment plan is included.	15
Collaboration & interdisciplinary approach	There is strong evidence of collaboration either across disciplines, across colleges/universities or with external partners.	15
Budget narrative and worksheet	There is a clear, detailed, budget plan, including a justification of expenditures for the proposed plan and a complete budgetary schedule for the length of the program.	15
Early Career	The applicant is considered pre-tenure or early career, including post-doctoral fellows, and has been assigned a score of 5. This rating is based on the following scale: a score of 5 indicates the applicant has never received tenure (e.g., post-doc, assistant professor, or pre-tenure faculty); 4 corresponds to one year post-tenure; 3 to two years post-tenure; 2 to three to four years post-tenure; and 1 to five or more years post-tenure.	5
Recent award	Using scale as Never 5, five years and above 4, three-four years 3, two years 2, one-year 1	5
		100

STEM Education Programming Grant

About this award

Award Details – STEM Education Programming: Successful applicants will show a plan to undertake and complete programming related to the STEM Education field. Funding may be used to support one-time or repeated initiatives that collaborate with other educational, industrial or institutional partners (i.e., high schools, science centers, museums, colleges, businesses) to educate, increase diversity and increase exposure of students to an aspect of STEM education (e.g., careers, fields of study, research, history, emerging technologies). Examples include (but are not limited to) funding to bring a speaker to a high school, develop a program at a museum, hold a science and technology fair, or host a symposium. Programming may take place in higher education, K-12 formal education, or informal education settings. Applicants must show a plan for implementation, documentation of support of other partners, and methodology for assessment of programmatic outcomes.

Award Information – Refer to the [NASA CTSGC website](#) for the award amount and number of awards available each program year.

Eligible Applicants – Full-time Faculty at Consortium Member Institutions are eligible to apply. Full-time staff and associates are also eligible to apply. Collaboration with K-12 or other informal education partners is appropriate; however, the PI must be an eligible faculty/staff member of an academic affiliate institution.

Preference will be given to applicants who 1) are non-tenured and/or early career, 2) who use these funds as seed money, 3) who collaborate with other Consortium members (within CT), and 4) whose work involves/supports students.

Eligible Budget Items – The budget may include items such as technician and support staff salaries, summer salaries, student stipends, fringe benefits, supplies, and materials. Funds may not be used for travel, equipment/computers, entertainment, entry fees, or indirect costs.

Faculty/staff salary and stipend (including fringe/benefits) may not exceed 50% of the award amount. No indirect costs may be charged to the NASA Grant, however indirect charges may be included within the matching contributions. To avoid duplication with other Consortium Grant programs, travel may not be charged to a STEM Education Research Grant or STEM Education Programming Grant. Alcohol is not allowed. *Reminder: Faculty who respond must show a 1:1 cost match ratio. For example, if you are responding to a \$10,000 research grant, your budget needs to show \$20,000 with a \$10,000 match and \$10,000 supplied by the Consortium. This is an example only, please refer to our website for [current award amount](#).*

Equipment and Supplies – NASA CTSGC funds may not be used for equipment purchases. The definition for equipment is an article of tangible nonexpendable personal property that has a useful life of more than one year and an acquisition cost of \$10,000 or more per unit. General-purpose equipment needs to be approved by the NASA Grant Officer. Items below \$10,000 are classified as supplies. If essential to the project, NASA CTSGC funds may be used for the purchase of supplies. NASA CTSGC funds may not be used to purchase computers or tablets.

Fund Distribution – Funds will be available upon successful completion of a sub-award to the master agreement between the grant awardee’s institution and the University of Hartford, and then will be paid to grant awardee’s institution to be distributed according to its policies related to faculty grants. Final payment will be made upon submission and approval of all post-award reporting. Details will be conveyed within the award agreement.

Post award responsibilities

Reporting – A project report will be requested upon completion of the work. The required reporting link will be sent via email before the completion of the grant period of performance and is also available by logging into the application portal. NASA CTSGC considers a successful project investment in the future of the researcher, their department and the institution. Therefore, the following outcomes represent success: patents and published papers, increased institutional collaboration, and an increase in the number of proposal submissions. Each researcher is to inform the Consortium office of publications, patents and proposals that result from their receiving NASA CTSGC funding.

Student Participant Tracking – Tracking of all graduate and undergraduate student participants involved in the supported project is required. Please use a Direct Participant Form for each student.

NASA STEM Gateway – NASA requires tracking of all awardees for Space Grant awards. To aid in tracking applicants, a **NASA STEM Gateway** profile must be created for each higher education faculty who has either been directly funded or has significantly participated in CTSGC-funded project. If you are awarded (primary investigator) a CTSGC grant, or participated in a research grant or project (direct participant) funded by CTSGC, *your NASA STEM Gateway profile is required*. All profiles are created directly through the [NASA STEM Gateway website](#) **and are in addition** to any CTSGC reporting required at the completion of a grant. Directions on how to create your profile can be found by [clicking here](#). It is the responsibility of the awardee to ensure that they and any direct participants have created a STEM Gateway profile in order to comply with the terms of the awarded grant.

Poster Session – Faculty will be required to furnish a research poster ([template available online](#)) for an annual expo following the completion of their research. The poster will be submitted with the grant report, and the awardee will bring a physical copy to the expo for display. Details about the annual expo will be communicated closer to the date.

Public Information – This is a federal grant; therefore, information such as title, abstract, names, institution and year will be posted on the [NASA CTSGC website](#) and will be kept there for an extended period of time.

Apply for this award

Submit the application and additional forms via the links [on the CTSGC website](#).

- **Applicant Contact/Demographic Information**
** This information is utilized for NASA reporting only.*
- **Proposal Information**
 - a. **Proposal Abstract** (100 words maximum) – includes information relating the proposed project to NASA’s Mission Directorates.
 - b. **Narrative** – a 6 page maximum

- i. Project goals and objectives
- ii. Relevance to NASA's Mission Directorates
- iii. Methods and procedures
- iv. Timeline
- v. Evidence of student involvement
- vi. Expected outcomes and Assessment Plan

** Consult the scoring rubric for more information on how proposals will be evaluated according to these criteria.*

- c. **Budget Worksheet** – Please be sure to include a [Budget Worksheet](#) for each institution involved in collaboration grant proposals. *Reminder: Faculty must show a 1:1 cost match ratio.*
- d. **Budget Narrative** – includes a clear justification of expenditures for the proposal and a complete budgetary schedule for the length of the program.
- e. **Curriculum Vitae** – One-page (maximum) CV is required. (Submissions over page maximum will be rejected.) For collaborative proposals please submit a one-page CV for each team member.

IMPORTANT REMINDERS

*All federal requirements pass through from the NASA CTSGC's lead institution, University of Hartford, to all awarded faculty grants. **When preparing budget proposals, it may be helpful to reference the [Office of Management and Budget Uniform Guidance](#).***

Note to **University of Hartford faculty applicants: Even though the Consortium accounting is handled through the University of Hartford, an internal subcontract will still be needed to ensure clarity of understanding of all the pass-through NASA grant requirements by all parties involved in NASA CTSGC research.*

Evaluation rubric

Criteria	Evaluation	Max Score
Abstract	The abstract is clear, concise and gives the reader an excellent sense of the scope of the project.	5
Relevance to NASA's Mission Directorates	The proposed project is very relevant to one or more of NASA's Mission Directorates.	10
Goals and objectives	The goals and objectives are clearly stated. There are compelling reasons offered to pursue the project.	10
Methods and procedures	The proposal shows a clear, feasible and well-defined plan for implementation, documentation of support of other partners, and methodology for assessment of programmatic outcomes. There is a clear and well-supported link between programming, educational plans, and the designated goal of increasing exposure of students to a specific aspect of STEM education.	15
Timeline and feasibility	The proposed timeline is clear, detailed, and closely aligned with the goals and objectives. The proposed timeline is feasible. Institutional support is strong. When applicable, equipment/resources are readily available.	10
Expected outcomes & assessment plan	There is great potential for innovation, publications, or future funding. The proposal includes well-defined plan for disseminating findings. A clear, and well-defined assessment plan is included.	15
Collaboration & interdisciplinary approach	There is strong evidence of collaboration either across disciplines, across colleges/universities or with external partners.	10
Student involvement	Students play a significant role in the project and are included in the budget.	5
Budget narrative and worksheet	There is a clear, detailed, budget plan, including a justification of expenditures for the proposed plan and a complete budgetary schedule for the length of the program.	10
Early Career	The applicant is considered pre-tenure or early career, including post-doctoral fellows, and has been assigned a score of 5. This rating is based on the following scale: a score of 5 indicates the applicant has never received tenure (e.g., post-doc, assistant professor, or pre-tenure faculty); 4 corresponds to one year post-tenure; 3 to two years post-tenure; 2 to three to four years post-tenure; and 1 to five or more years post-tenure.	5
Recent award	Using scale as Never 5, five years and above 4, three-four years 3, two years 2, one-year 1	5
		100

Travel Grants

About this award

Award Details – To encourage travel to NASA facilities to use their unique resources, and present Space Grant and NASA funded research at conferences, the NASA CTSGC awards travel grants. During the Space Grant program year, the Consortium expects to award multiple travel grants, based upon available funding.

Award Information – Refer to [NASA CTSGC website](#) for the amount and number of awards available each program year. Since this is an institutional award, a subcontract for each institution will be executed.

Eligible Travel – Domestic travel supported by travel grants may include, but is not limited to, trips to NASA facilities to use specialized research equipment, trips to NASA Centers to discuss collaborations with NASA scientists and engineers, attendance at pre-proposal conferences sponsored by NASA, presentation of Space Grant funded research at conferences, giving plenary or invited papers at conferences presenting NASA- or Space Grant-related research, visits by NASA scientists/engineers to campuses for research collaboration. This award is not to attend a conference for networking or non-presenting purposes. Invitations/letters/acceptance/etc. should be included in application when possible. NASA CTSGC only supports domestic travel.

Eligible Applicants – Full-time Faculty at Consortium Member Institutions are eligible to apply. Full-time research staff and associates are also eligible to apply.

Budget – The Consortium reserves the right to adjust funding requests based upon the number and quality of applications. Funds will be paid to the grant awardees' institution at the conclusion of the trip on a reimbursement basis after submission of receipts to the awardee's affiliate office. Alcohol and personal care items are not allowed. No travel advances are allowed. *Reminder: Faculty who respond must show a 1:1 cost match ratio. For example, if you are responding to a \$1,000 travel grant, your budget needs to show \$2,000 with a \$1,000 match and \$1,000 supplied by the Consortium. This is an example only, please refer to our website for [current award amount](#).*

Fund Distribution – Funds will be available upon successful completion of a sub-award to the master agreement between the grant awardee's institution and the University of Hartford, and then will be paid to the grant awardee's institution to be distributed according to its policies related to faculty grants. Final payment will be made upon submission and approval of all post-award reporting. Details will be conveyed within the award agreement.

Post award responsibilities

Reporting – A project report will be requested upon completion of the travel. The required reporting link will be sent via email before the completion of the grant period of performance and is also available by logging into the application portal. NASA CTSGC considers a successful project investment in the future of the researcher, their department and the institution. Therefore, the following outcomes represent success: patents and published papers, increased institutional collaboration, and an increase in the number of proposal submissions. Each researcher is to inform the Consortium office of publications, patents and proposals that result from their receiving NASA CTSGC funding.

Student Participant Tracking – Tracking of all graduate and undergraduate student participants involved in the supported project/travel is required. Please use a direct participant form for each student. for each student.

NASA STEM Gateway – NASA requires tracking of all awardees for Space Grant awards. To aid in tracking applicants, a **NASA STEM Gateway** profile must be created for each higher education faculty who has either been directly funded or has significantly participated in CTSGC-funded project. If you are awarded (primary investigator) a CTSGC grant, or participated in a research grant or project (direct participant) funded by CTSGC, *your NASA STEM Gateway profile is required.* All profiles are created directly through the [NASA STEM Gateway website](#) **and are in addition** to any CTSGC reporting required at the completion of a grant. Directions on how to create your profile can be found by [clicking here](#). It is the responsibility of the awardee to ensure that they and any direct participants have created a STEM Gateway profile in order to comply with the terms of the awarded grant.

Poster Session – Faculty will be required to furnish a research poster ([template available online](#)) for an annual expo following the completion of their research. The poster will be submitted with the grant report, and the awardee will bring a physical copy to the expo for display. Details about the annual expo will be communicated closer to the date.

Public Information – This is a federal grant; therefore, information such as title, abstract, names, institution and year will be posted on the [NASA CTSGC website](#) and will be kept there for an extended period of time.

Apply for this award

Submit the application and additional forms on the [CTSGC website](#)

➤ **Applicant Contact/Demographic Information**

** This information is utilized for NASA reporting only.*

➤ **Proposal Information**

- a. **Proposal Abstract** (100-word maximum) – includes information relating the proposed project to NASA’s Mission Directorates.
- b. **Narrative** – a 2 page maximum. Outline description and rationale for the travel, and how you will fund the travel if you do not receive full Space Grant funding.

** Consult the scoring rubric for more information on how proposals will be evaluated according to these criteria.*
- c. **Invitation/Other Supporting Materials** – Upload supporting documents such as conference paper acceptance notice, invitation to speak, etc.
- d. **Budget Worksheet** – Please be sure to include a [Budget Worksheet](#) for each institution involved in collaboration grant proposals. *Reminder: Faculty must show a 1:1 cost match ratio.*
- e. **Curriculum Vitae** – One-page (maximum) CV is required. (Submissions over page maximum will be rejected.) For collaborative proposals please submit a one-page CV for each team member.

IMPORTANT REMINDERS

All federal requirements pass through from the NASA CTSGC's lead institution, University of Hartford, to all awarded faculty grants. When preparing budget proposals, it may be helpful to reference the [Office of Management and Budget Uniform Guidance](#).

**Note to University of Hartford faculty applicants: Even though the Consortium accounting is handled through the University of Hartford, an internal subcontract will still be needed to ensure clarity of understanding of all the pass-through NASA grant requirements by all parties involved in NASA CTSGC research.*

Evaluation rubric

Criteria	Evaluation	Max Score
Abstract	The abstract is clear, concise and gives the reader an excellent sense of the purpose of the travel.	5
Purpose of the travel	There is a clear and detailed description of and rationale for travel, including an invitation to participate and/or other supporting material.	20
Relevance to NASA's Mission Directorates	The proposed travel is very relevant to one or more of NASA's Mission Directorates.	15
Goals and objectives	The goals and objectives of the travel are clearly stated. There are compelling reasons offered to pursue the travel.	10
Timeline	The proposed timeline is clear and detailed timeline of travel, including a feasible schedule for achieving teaching, research, or future funding outcomes related to travel.	10
Expected outcomes	There is great potential for travel to positively impact research, teaching, or future funding. The proposal includes a well-defined plan for achieving outcomes and the PI has a demonstrated record of output.	20
Budget narrative and worksheet	There is a clear, detailed budget plan, including a justification of expenditures for the proposed plan and a complete budgetary schedule for the length of the program.	15
Recent award	Using scale as Never 10, five years and above 8, three-four years 6, two years 4, one-year 2	5
		100

Group Travel Grants (Faculty-led)

About this award

Award Details – To encourage small groups led by faculty to travel to NASA facilities to use their unique resources, and present Space Grant and NASA funded research at conferences, the NASA CTSGC awards travel grants.

Award Information – This grant is awarded on a rolling basis based on available funds. Since this is an institutional award, a subcontract for each institution will be executed.

Eligible Travel – Domestic travel supported by group travel grants may include, but is not limited to, trips to NASA facilities to use specialized research equipment, trips to NASA Centers to discuss collaborations with NASA scientists and engineers, attendance at pre-proposal conferences sponsored by NASA, presentation of Space Grant funded research at conferences, giving plenary or invited papers at conferences presenting NASA- or Space Grant-related research, visits by NASA scientists/engineers to campuses for research collaboration. This award is not to attend a conference for networking or non-presenting purposes. Invitations/letters/acceptance/etc. should be included in application when possible. NASA CTSGC only supports domestic travel.

Eligible Applicants – Full-time Faculty at Consortium Member Institutions are eligible to apply. Full-time research staff and associates are also eligible to apply. Student travelers must be US Citizens and full-time students at Consortium Member Institutions.

Budget – The Consortium reserves the right to adjust funding requests based upon the number and quality of applications. Funds will be paid to the grant awardees' institution at the conclusion of the trip on a reimbursement basis after submission of receipts to the awardee's affiliate office. Alcohol and personal care items are not allowed. No travel advances are allowed. *Reminder: Faculty who respond must show a 1:1 cost match ratio for the faculty portion of this grant. For example, if you are responding to a \$1,000 travel grant, and \$500 is for the faculty and \$500 is for an accompanying student, your budget needs to show \$1,500 with a \$500 match and \$1,000 supplied by the Consortium. This would need to be clearly explained in the "Budget Narrative" section of your proposal. This is an example only.*

Fund Distribution – Funds will be available upon successful completion of a sub-award to the master agreement between the grant awardee's institution and the University of Hartford, and then will be paid to the grant awardee's institution to be distributed according to its policies related to faculty grants. Final payment will be made upon submission and approval of all post-award reporting. Details will be conveyed within the award agreement.

Post award responsibilities

Reporting – A project report will be requested upon completion of the travel. The required reporting link will be sent via email before the completion of the grant period of performance and is also available by logging into the application portal. NASA CTSGC considers a successful project investment in the future of the researcher, their department and the institution. Therefore, the following outcomes represent success: patents and published papers, increased institutional collaboration, and an increase in the number of proposal submissions. Each researcher is to inform the Consortium office of publications, patents and proposals that result from their receiving NASA CTSGC funding.

Student Participant Tracking – Tracking of all graduate and undergraduate student participants involved in the supported project/travel is required. Please use a direct participant form for each student. for each student.

NASA STEM Gateway – NASA requires tracking of all awardees and participants (i.e. travelers) for Space Grant awards. To aid in tracking applicants, a **NASA STEM Gateway** profile must be created for each higher education faculty who has either been directly funded or has significantly participated in CTSGC-funded project. If you are awarded (primary investigator) a CTSGC grant, or participated in a research grant or project (direct participant) funded by CTSGC, *your NASA STEM Gateway profile is required.* All profiles are created directly through the [NASA STEM Gateway website](#) **and are in addition** to any CTSGC reporting required at the completion of a grant. Directions on how to create your profile can be found by [clicking here](#). It is the responsibility of the awardee to ensure that they and any direct participants have created a STEM Gateway profile in order to comply with the terms of the awarded grant.

Poster Session – Faculty will be required to furnish a poster ([template available online](#)) for an annual expo following the completion of their travel. The poster will be submitted with the grant report, and the awardee will bring a physical copy to the expo for display. Details about the annual expo will be communicated closer to the date.

Public Information – This is a federal grant; therefore, information such as title, abstract, names, institution and year will be posted on the [NASA CTSGC website](#) and will be kept there for an extended period of time.

Apply for this award

Submit the application and additional forms on the [CTSGC website](#)

➤ **Applicant Contact/Demographic Information**

** This information is utilized for NASA reporting only.*

➤ **Proposal Information**

- f. **Proposal Abstract** (100-word maximum) – includes information relating the proposed project to NASA’s Mission Directorates.
- g. **Narrative** – a 2 page maximum. Outline description and rationale for the travel, and how you will fund the travel if you do not receive full Space Grant funding.

** Consult the scoring rubric for more information on how proposals will be evaluated according to these criteria.*

- a. **Travelers:** Your narrative must include the name(s) and role(s) of each traveler. Your narrative should describe the input of each traveler to the project and how that relates to travel. The narrative should also designate whether or not the traveler is essential or optional (budget-permitting) for travel.
- h. **Invitation/Other Supporting Materials** – Upload supporting documents such as conference paper acceptance notice, invitation to speak, etc.
- i. **Budget Worksheet** – Please be sure to include a [Budget Worksheet](#) for each institution involved in collaboration grant proposals. *Reminder: Faculty must show a 1:1 cost match ratio.*

- j. **Curriculum Vitae** – One-page (maximum) CV is required. (Submissions over page maximum will be rejected.) For group proposals please submit a one-page CV for each team member (must be combined as one upload).

IMPORTANT REMINDERS

All federal requirements pass through from the NASA CTSGC's lead institution, University of Hartford, to all awarded faculty grants. When preparing budget proposals, it may be helpful to reference the [Office of Management and Budget Uniform Guidance](#).

**Note to University of Hartford faculty applicants: Even though the Consortium accounting is handled through the University of Hartford, an internal subcontract will still be needed to ensure clarity of understanding of all the pass-through NASA grant requirements by all parties involved in NASA CTSGC research.*

Evaluation rubric

Criteria	Evaluation	Max Score
Abstract	The abstract is clear, concise and gives the reader an excellent sense of the purpose of the travel.	5
Purpose of the travel	There is a clear and detailed description of and rationale for travel, including an invitation to participate and/or other supporting material.	20
Relevance to NASA's Mission Directorates	The proposed travel is very relevant to one or more of NASA's Mission Directorates.	15
Goals and objectives	The goals and objectives of the travel are clearly stated. There are compelling reasons offered to pursue the travel.	10
Timeline	The proposed timeline is clear and detailed timeline of travel, including a feasible schedule for achieving teaching, research, or future funding outcomes related to travel.	10
Expected outcomes	There is great potential for travel to positively impact research, teaching, or future funding. The proposal includes a well-defined plan for achieving outcomes and the PI has a demonstrated record of output.	20
Budget narrative and worksheet	There is a clear, detailed budget plan, including a justification of expenditures for the proposed plan and a complete budgetary schedule for the length of the program.	15
Recent award	Using scale as Never 10, five years and above 8, three-four years 6, two years 4, one-year 2	5
		100

Faculty-Undergraduate Student Research Grant

About this award

To encourage undergraduate student engagement in the research process, NASA CTSGC has created a Student-Faculty Research Grant. This grant will enable undergraduate students to gain meaningful research experience in NASA CTSGC Affiliate research laboratories in areas consistent with the mission of NASA as exemplified by its Mission Directorates. They are Aeronautics Research, Human Exploration and Operations, Science, and Space Technology.

The award will support two undergraduate students (one from a 4-year institution and the other from a community college) with a stipend and provide a small stipend for the faculty advisor. Budgeted for the summer months, the project should span a minimum of 8-weeks in length, where students work full-time on the project. For the duration of the project, students and PI must present a plan to obtain approximately 320 hours of commitment to the project.

Award Information – Refer to the [NASA CTSGC website](#) for the amount and number of awards available each program year. Since this is an institutional award, a subcontract for each *lead institution* will be executed.

Eligible Activities – Research in any area related to the mission of NASA as illustrated by its Mission Directorates.

Eligible Applicants – Faculty: Full-time faculty or research staff at Consortium Member Institutions are eligible to apply. Student: Undergraduate student applicants must be U.S. citizens and full-time students at the time of application at one of the Consortium Member Institutions with a strong academic record. All research must be conducted in person and on-site.

Eligible Budget Items – The budget is limited to include only student (\$6,000 per student for these two students) and faculty/staff stipend (\$2,000, including fringe and benefits). No indirect costs may be charged to the grant, however indirect charges may be included within the matching contributions. *When preparing budget proposals, it may be helpful to reference the [Office of Management and Budget Uniform Guidance](#).*

Please Note: Faculty must show a minimum \$8,000 cost match within the budget. Cost match may include direct costs for additional students or staff, or in-kind match such as lab space, equipment rental, equipment & supplies, and mentoring time (above and beyond the equivalent of \$2,000 stipend.)

Fund Distribution – Funds will be available upon successful completion of a sub-award to the master agreement between the grant awardee's institution and the University of Hartford, and then will be paid to the grant awardee's institution to be distributed according to its policies related to faculty grants. Final payment will be made upon submission and approval of all post-award reporting. Details will be conveyed within the award agreement.

Post award responsibilities

Reporting – A project report will be requested upon completion of the work. The required reporting link will be sent via email before the completion of the grant period of performance and is also available by logging into the application portal. NASA CTSGC considers a successful project investment in the future of the researcher, their department and the institution. Therefore, the following outcomes represent success: patents and published papers, increased institutional collaboration, and an increase in the number of proposal submissions. Each researcher is to inform the Consortium office of publications, patents and proposals that result from their receiving NASA CTSGC funding.

Student Participant Tracking – Tracking of all graduate and undergraduate student participants involved in the supported research is required. Please use a direct participant form for each student. for each student.

NASA STEM Gateway – NASA requires tracking of all awardees for Space Grant awards. To aid in tracking applicants, a **NASA STEM Gateway** profile must be created for each higher education faculty who has either been directly funded or has significantly participated in CTSGC-funded project. If you are awarded (primary investigator) a CTSGC grant, or participated in a research grant or project (direct participant) funded by CTSGC, *your NASA STEM Gateway profile is required*. All profiles are created directly through the [NASA STEM Gateway website](#) **and are in addition** to any CTSGC reporting required at the completion of a grant. Directions on how to create your profile can be found by [clicking here](#). It is the responsibility of the awardee to ensure that they and any direct participants have created a STEM Gateway profile in order to comply with the terms of the awarded grant.

Poster Session – Faculty will be required to furnish a research poster ([template available online](#)) for an annual expo following the completion of their research. The poster will be submitted with the grant report, and the awardee will bring a physical copy to the expo for display. Details about the annual expo will be communicated closer to the date.

Public Information – This is a federal grant; therefore, information such as title, abstract, names, institution and year will be posted on the [NASA CTSGC website](#) and will be kept there for an extended period of time.

New Technology Reporting – All NASA contractors, grantees and NASA partners, have an obligation to report new technologies to NASA as required by their agreement. NASA CTSG requires all applicants to comply with this New Technology Report. The detailed guidelines are available [online](#) and this information is included in the final report form. Communications and questions regarding New Technology Reporting should be directed to the-CTSGC office.

Apply for this award

A joint student/faculty application must be submitted by the faculty member [on the CTSGC website](#).

Attention Faculty PI: If you need assistance in recruiting a community college student to work on your team, please contact the NASA CTSG Office [and](#) campus directors for local community colleges (contact information available on NASA CTSGC website) for suggestions.

- **Applicant Contact/Demographic Information**
 - * This information is utilized for NASA reporting only.
- **Proposal Information**

- a. **Proposal Abstract** (100 words maximum) – includes information relating the proposed project to NASA’s Mission Directorates.
- b. **Narrative** – 6 pages maximum. The narrative should include the following:
 - i. Project goals and objectives
 - ii. Relationship to NASA’s Mission Directorates
 - iii. Methodology
 - iv. Timeline
 - v. Role of student researchers
 - vi. Expected outcomes
- c. **Budget Worksheet:** Download the [Budget Worksheet](#) from NASA CTSGC website. *Reminder: Faculty must show a minimum \$8,000 cost match.*
- d. **Curriculum Vitae:** One-page (maximum) CV is required. (Submissions over page maximum will be rejected.)

Once PI is awarded, prospective students will be asked to submit their own applications online:

- **Student Proposal Information** Each student must individually submit the following:
 - a. **Narrative** – 1 page maximum. Please include the following sections
 - i. Purpose and objectives
 - ii. Career potential
 - b. **Student Transcript** - Official is preferred; however, unofficial is acceptable.
 - c. **Resume/Curriculum Vitae** - 1 page maximum. For team proposals please submit a resume/C.V. for each team member.

IMPORTANT REMINDERS

All federal requirements pass through from the NASA CTSGC’s lead institution, University of Hartford, to all awarded faculty grants. **When preparing budget proposals, it may be helpful to reference the [Office of Management and Budget Uniform Guidance](#).**

Note to **University of Hartford faculty applicants: Even though the Consortium accounting is handled through the University of Hartford, an internal subcontract will still be needed to ensure clarity of understanding of all the pass-through NASA grant requirements by all parties involved in NASA CTSGC research.*

Evaluation rubric

Criteria	Evaluation	Max Score
Abstract	The abstract is clear, concise and gives the reader an excellent sense of the scope of the project.	5
Goals and objectives	The goals and objectives are clearly stated. There are compelling reasons offered to pursue the project.	10
Relevance to NASA’s Mission Directorates	The proposed project is very relevant to one or more of NASA’s Mission Directorates.	10

Methods and procedures	The proposal includes a detailed, well-written explanation of the proposed methods and procedures to achieve the project's goals and objectives. There is a strong link between the methodology and goals of the project.	15
Timeline and feasibility	The proposed timeline is clear, detailed, and closely aligned with the goals and objectives. The proposed timeline is feasible. Institutional support is strong. When applicable, equipment/resources are readily available.	10
Expected outcomes & assessment plan	There is great potential for innovation, publications, or future funding. The proposal includes well-defined plan for disseminating findings. A clear, and well-defined assessment plan is included.	10
Collaboration	There is strong evidence of collaboration either across disciplines, across colleges/universities or with external partners.	10
Student involvement	Students play a significant role in the project and are included in the budget.	15
Budget worksheet	The official budget sheet from the NASA CTSGC website must be submitted, clearly indicating the approved period of performance (POP) and providing a detailed accounting of all required matching funds.	5
Early Career	The applicant is considered pre-tenure or early career, including post-doctoral fellows, and has been assigned a score of 5. This rating is based on the following scale: a score of 5 indicates the applicant has never received tenure (e.g., post-doc, assistant professor, or pre-tenure faculty); 4 corresponds to one year post-tenure; 3 to two years post-tenure; 2 to three to four years post-tenure; and 1 to five or more years post-tenure.	5
Recent award	Using scale as Never 5, five years and above 4, three-four years 3, two years 2, one-year 1	5
		100

Curriculum Development

About this award

The Science and Engineering Community have advocated that curriculum reform must occur on a variety of levels if the United States is to remain internationally competitive. Areas requiring enhancement to address the needs of the Science, Technology, Engineering and Mathematics (STEM) community include: the topics of the curriculum, the development of a problem-solving learning style, the methods of delivery of instruction, and active student participation in a research environment.

The NASA National Space Grant College and Fellowship Program has actively encouraged educators to make those curriculum enhancements, which will more effectively prepare students to become successful students and professionals in STEM disciplines.

Award Details – Curriculum Development or Curriculum Revision/Enhancement Grant:

Successful applicants will show a plan to develop or revise/enhance an undergraduate or graduate level college course (amount of award will vary based on the proposal for up to \$4,000 for developing a new course, and up to \$2,000 for revising or enhancing a current course). While proposals of creative and innovative merit are actively sought, applicants should be aware that a body of previously developed models exists, and may only need adaptation to a local setting. There are serious obstacles to curricular reform. Please be sure to address the following in your proposal:

- **Develop new course:** must present final approval by the institution.
- **Revise/Enhance current course:** must present justifications and approval of college/department for course revision/enhancement.
- Faculty support, and
- Availability of equipment or facilities.

Award Information – Refer to the [NASA CTSGC website](#) for the award amount and number of awards available each program year.

Eligible Applicants – Full-time Faculty at Consortium Member Institutions are eligible to apply. Full-time research staff and associates are also eligible to apply, as long as there is a faculty collaborator or Co-PI on the project.

Eligible Budget Items – The budget may include items such as technician and support staff salaries, summer salaries, student stipends, fringe benefits, supplies, and materials. No indirect costs may be charged to the NASA Grant, however indirect charges may be included within the matching contributions but are limited. To avoid duplication with other Consortium Grant programs, travel may not be charged to a Curriculum Development.

Faculty/staff salary and stipend (including fringe/benefits) may not exceed 50% of the award amount.

No indirect costs may be charged to the NASA Grant, however indirect charges may be included within the matching contributions. To avoid duplication with other Consortium Grant programs, travel may not be charged to a STEM Education Research Grant or STEM Education Programming Grant. *Reminder: Faculty who respond must show a 1:1 cost match ratio. For example, if you are responding to a \$10,000 research grant, your budget needs to show \$20,000 with a \$10,000 match and \$10,000 supplied by the Consortium This is an example only, please refer to our website for [current award amount](#).*

Equipment and Supplies – NASA CTSGC funds may not be used for equipment purchases. The definition for equipment is an article of tangible nonexpendable personal property that has a useful life of more than one year and an acquisition cost of \$10,000 or more per unit. General-purpose equipment needs to be approved by the NASA Grant Officer. Items below \$10,000 are classified as supplies. If essential to the project, NASA CTSGC funds may be used for the purchase of supplies. NASA CTSGC funds may not be used to purchase computers or tablets.

Fund Distribution – Funds will be available upon successful completion of a sub-award to the master agreement between the grant awardee’s institution and the University of Hartford, and then will be paid to grant awardee’s institution to be distributed according to its policies related to faculty grants. Final payment will be made upon submission and approval of all post-award reporting. Details will be conveyed within the award agreement.

Post award responsibilities

Reporting – A project report will be requested upon completion of the work. The required reporting link will be sent via email before the completion of the grant period of performance and is also available by logging into the application portal. NASA CTSGC considers a successful project investment in the future of the researcher, their department and the institution. Therefore, the following outcomes represent success: patents and published papers, increased institutional collaboration, and an increase in the number of proposal submissions. Each researcher is to inform the Consortium office of publications, patents and proposals that result from their receiving NASA CTSGC funding.

Student Participant Tracking – Tracking of all graduate and undergraduate student participants involved in the supported project is required. Please use the a direct participant form for each student.

NASA STEM Gateway – NASA requires tracking of all awardees for Space Grant awards. To aid in tracking applicants, a **NASA STEM Gateway** profile must be created for each higher education faculty who has either been directly funded or has significantly participated in CTSGC-funded project. If you are awarded (primary investigator) a CTSGC grant, or participated in a research grant or project (direct participant) funded by CTSGC, *your NASA STEM Gateway profile is required*. All profiles are created directly through the [NASA STEM Gateway website](#) **and are in addition** to any CTSGC reporting required at the completion of a grant. Directions on how to create your profile can be found by [clicking here](#). It is the responsibility of the awardee to ensure that they and any direct participants have created a STEM Gateway profile in order to comply with the terms of the awarded grant.

Poster Session – Faculty will be required to furnish a research poster ([template available online](#)) for an annual expo following the completion of their research. The poster will be submitted with the grant report, and the awardee will bring a physical copy to the expo for display. Details about the annual expo will be communicated closer to the date.

Public Information – This is a federal grant; therefore, information such as title, abstract, names, institution and year will be posted on the [NASA CTSGC website](#) and will be kept there for an extended period of time.

New Technology Reporting – All NASA contractors, grantees and NASA partners, have an obligation to report new technologies to NASA as required by their agreement. NASA CTSG requires all applicants to comply with this New Technology Report. The detailed guidelines are available [online](#) and this information is included in the final report form. Communications and questions regarding New Technology Reporting should be directed to the-CTSGC office.

Apply for this award

Submit the application and additional forms [on the CTSGC website](#).

➤ **Applicant Contact/Demographic Information**

** This information is utilized for NASA reporting only.*

➤ **Proposal Information**

a. **Proposal Abstract** (100 words maximum) – includes information relating the proposed project to NASA's [Mission Directorates](#).

b. **Narrative** – 4 pages maximum

i. Project goals and objectives

ii. Relevance to NASA's Mission Directorates

iii. Methods and procedures

iv. Evidence of student involvement (Appendix maybe added in a separate section, see below)

v. Expected outcomes and Assessment Plan

** Consult the scoring rubric for more information on how proposals will be evaluated according to these criteria.*

c. **Budget Worksheet** – Please be sure to include a [Budget Worksheet](#) for each institution involved in collaboration grant proposals. Reminder: Faculty must show a 1:1 cost match ratio.

d. **Budget Narrative** – includes a clear justification of expenditures for the proposal and a complete budgetary schedule for the length of the program.

e. **Curriculum Vitae** – One-page (maximum) CV is required. (Submissions over page maximum will be rejected.) For collaborative proposals please submit a one-page CV for each team member.

f. Other supporting evidence can be combined and submitted as a single pdf.

Evaluation rubric

Criteria	Evaluation	Max Score
Abstract	The abstract is clear, concise and gives the reader an excellent sense of the scope of the project.	5
Goals and objectives	The goals and objectives are clearly stated. There are compelling reasons offered to pursue the project.	20
Relevance to NASA's Mission Directorates	The proposed project is very relevant to one or more of NASA's Mission Directorates.	10
Methods and procedures	The proposal includes a detailed, well-written explanation of the proposed methods and procedures to achieve the project's goals and objectives. There is a strong link between the methodology and goals of the project.	20
Expected timeline, outcomes & assessment plan	There is great potential for innovation, publications, or future funding. The proposal includes well-defined plan for disseminating findings. A clear, and well-defined assessment plan is included. The proposed timeline is feasible.	15
Collaboration	There is strong evidence of collaboration either across disciplines, across colleges/universities or with external partners.	5
Budget narrative and worksheet	There is a clear, detailed, budget plan, including a justification of expenditures for the proposed plan and a complete budgetary schedule for the length of the program.	15
Early Career	The applicant is considered pre-tenure or early career, including post-doctoral fellows, and has been assigned a score of 5. This rating is based on the following scale: a score of 5 indicates the applicant has never received tenure (e.g., post-doc, assistant professor, or pre-tenure faculty); 4 corresponds to one year post-tenure; 3 to two years post-tenure; 2 to three to four years post-tenure; and 1 to five or more years post-tenure.	5
Recent award	Using scale as Never 5, five years and above 4, three-four years 3, two years 2, one-year 1	5
		100

IMPORTANT NOTES

*All federal requirements pass through from the NASA CTSGC's lead institution, University of Hartford, to all awarded faculty grants. **When preparing budget proposals, it may be helpful to reference the Office of Management and Budget Uniform Guidance link: <https://www.nssc.nasa.gov/grants>***

Note to **University of Hartford faculty applicants: Even though the Consortium accounting is handled through the University of Hartford, an internal subcontract will still be needed to ensure clarity of understanding of all the pass-through NASA grant requirements by all parties involved in NASA CTSGC research*

National Space Grant Program

About:

NASA initiated the National Space Grant College and Fellowship Project, also known as Space Grant, in 1989. Space Grant is a national network of colleges and universities. These institutions are working to expand opportunities for Americans to understand and participate in NASA's aeronautics and space projects by supporting and enhancing science and engineering education and research.

The Space Grant national network includes over 850 affiliates from universities, colleges, industry, museums, science centers, and state and local agencies. These affiliates belong to one of 52 consortia in all 50 states, the District of Columbia, and the Commonwealth of Puerto Rico.

Purpose:

Increase the understanding, assessment, development, and utilization of space resources by promoting a strong educational base, responsive research and training activities, and broad and prompt dissemination of knowledge and techniques;

Utilize the abilities and talents of the universities of the Nation to support and contribute to the exploration and development of the resources and opportunities afforded by the space environment;

Encourage and support, within the university community of the Nation, the existence of interdisciplinary and multidisciplinary programs of space research that—

- engage in integrated activities of training, research, and public service;
- have cooperative programs with industry; and
- are coordinated with the overall program of the Administration;

Encourage and support the existence of consortia, made up of university and industry members, in order to advance the exploration and development of space resources in cases in which national objectives can be better fulfilled through such consortia than through the programs of single universities;

Encourage and support Federal funding for graduate fellowships in fields related to space; and

Support activities in colleges and universities generally for the purpose of creating and operating a network of institutional programs that will enhance achievements resulting from efforts, as authorized by Congress.

Important Resources

[NASA Office of STEM Engagement](#) (OSTEM)

[NASA Center Internships](#)

Information on NASA's Mission Directorates

- [Aeronautics Research \(ARMD\)](#)
- [Exploration Systems Development \(ESDMD\)](#)
- [Science \(SMD\)](#)
- [Space Operations \(SOMD\)](#)
- [Space Technology \(STMD\)](#)

[NASA Space Grant Program Office \(Links to Office of STEM Engagement\)](#)

[NASA: Explore Moon to Mars](#)

[NASA Leadership, Center Offices, Programs and More](#)

[NASA New Technology Report](#)

FEDERAL UNIFORM GUIDANCE: All federal requirements pass through from the CT Space Grant

Consortium's lead institution, University of Hartford, to all awarded faculty grants. **When preparing budget proposals, it may be helpful to reference the [Office of Management and Budget Uniform Guidance](#).**