Request for Proposals for the
Idaho NASA EPSCoR Research Initiation Grant Program (2016 – 2017)

The Idaho NASA EPSCoR program requests proposals for the NASA EPSCoR Research Initiation Grant Program. The goal of the Research Initiation Grant Program is to encourage, support, and facilitate development and enhancement of aerospace, life, and earth and space science-related research capabilities in Idaho. Specifically, Idaho NASA EPSCoR seeks to provide opportunities for new researchers to gain experience and/or for established researchers to take a dramatic step in a new research direction.

To be eligible for submission, the research proposed must directly align with one or more of the strategic goals articulated in the NASA 2014 Strategic Plan and the goals of Idaho NASA EPSCoR. (See Figure 1 below.) Any submission that does not clearly align to one or more of these goals will not be considered for funding. Also, research funded through the Research Initiation Grant Program should result in proposals to NASA and/or other federal, state, and private organizations for further funding and continued program development.

Figure 1: Idaho NASA EPSCoR Strategic Goals, Priorities, and Strategies

Strategic Goals

- Goal 1: Promote the development of research expertise and infrastructure that will allow Idaho researchers to compete nationally in areas of strategic interest to NASA while helping to retain qualified young scientists and engineers in Idaho
- Goal 2: Develop partnerships with NASA and industry that enable Idaho’s researchers and students to contribute to NASA’s missions through innovative research opportunities
- Goal 3: Support research in areas that will enhance economic development in Idaho
- Goal 4: Support research important to maintaining and protecting the ecology and environment of Idaho

Idaho NASA EPSCoR Priorities

From 2015 to 2018, Idaho NASA EPSCoR has identified three priorities:

- Increase student participation in research activities;
- Increase the diversity of institutions participating in Idaho NASA EPSCoR research activities; and
- Increase Idaho NASA EPSCoR’s focus on strategic planning through an assessment of current research infrastructure and the creation of a long-term strategic plan (5+ years).

Idaho NASA EPSCoR Crosscutting Strategies

Idaho NASA EPSCoR has also adopted three crosscutting strategies that will underpin all activities.

- Increase STEM engagement and inclusion: Broaden participation in Idaho NASA EPSCoR programs and projects through a focus on increasing the diversity of participants and on STEM disciplines engaged.
- Strengthen evaluation and assessment: Strengthen Idaho NASA EPSCoR programs and projects through data-driven evaluation and assessment.
- Expand the Idaho NASA EPSCoR network: Seek out new research partnerships with the commercial aerospace industry and other agencies with STEM-focused missions.

Award Information

Funding for a Research Initiation Grant requires a non-federal cash or in-kind match equal to the amount requested from Idaho NASA EPSCoR. The Idaho NASA EPSCoR contribution is limited to $27,500 for the award year. Although the minimum amount of cost share is $27,500, any additional cost share above $27,500 is welcomed.

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1The 2014 NASA Strategic Plan is available at https://www.nasa.gov/sites/default/files/files/FY2014_NASA_SP_508c.pdf
Eligible Organizations

Research Initiation Grants support NASA-related research and projects conducted by Idaho’s higher education institutions. Eligible institutions for the 2016 - 2017 grant year include:

- Boise State University
- Brigham Young University – Idaho
- College of Southern Idaho
- Idaho State University
- Lewis-Clark State College
- North Idaho College
- Northwest Nazarene University
- The College of Idaho
- University of Idaho

Proposal Preparation

All research proposals submitted through an eligible institution and satisfying the specific proposal guidelines below are eligible for funding consideration. Prior to submission, the appropriate higher education institution research/grant office must approve the proposal.

Proposal Guidelines

Proposals should be single spaced, 12-point font, and have one-inch margins on all sides. Submissions should be no more than 8 pages in length (excluding the title page, curriculum vitae, budget, timeline, and appendices).

- **Title Page, to include:** (Page limit: 1)
  - Project title, principal investigator and co-investigator information including name, title/rank, unit/college, research role, and contact information (i.e., address, phone number, e-mail)
  - Estimated percentage effort on the project for each individual listed
  - Primary NASA or STEM industry researcher collaborating on the proposed research
  - NASA Strategic Goal(s) and/or Idaho NASA EPSCoR goals supported by the proposed research
  - Project abstract not to exceed 250 words.

- **Proposed Research Description:** (Page limit: 8)
  The research plan should include, at a minimum:
  - **Description of the proposed research** including the scientific and/or technical merit. The research plan should be presented in plain language so that individuals who are not experts in the proposed research area will be able to effectively evaluate the research plan.
  - **Anticipated outcomes and potential impact of research**, including a description of the benefits to NASA and the state of Idaho. This section should discuss the relationship of the proposed research to NASA’s strategic goals and/or Idaho NASA EPSCoR goals
  - **Program timeline and assessment:** Include a 1-year research timeline with associated milestones and metrics to measure research success. This can be submitted as a separate file.
  - **Planned collaboration/partnerships:** Include established and proposed collaborations with NASA researchers and/or private aerospace industry partners. (Note: Written correspondence such as a letter or email that contains substantive details of the partner’s commitment, support, and/or resources to be provided is not required but is highly encouraged, and should be included as an appendix with the proposal).
  - **Research sustainability:** Outline the possibilities and any plans for sustaining the proposed research beyond the NASA EPSCoR 1-year grant period. Please include a statement regarding the prospect for future funding. The proposal must identify a specific NASA or related agency program announcement to which a future research proposal will be submitted. Alternatively, the proposal can identify possible commercial uses or technology transfer potential.
  - **Student Participation:** A description of undergraduate and/or graduate student involvement in the research efforts. Idaho NASA EPSCoR actively encourages the involvement of underrepresented individuals in all programs.
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- **Curriculum Vitae (2 page limit for principal investigator; 1 page limit for each co-investigator)**
  - Proposers should include curriculum vitae for the principal investigator and for each co-investigator.

- **Proposed Budget and Budget Justification (no page limit)**
  The proposed budget and budget justification should contain the following information:
  - Funding for a Research Initiation Grant requires a non-federal cash or in-kind match equal to the amount requested from Idaho NASA EPSCoR. The Idaho NASA EPSCoR contribution is limited to $27,500 for the award year.
  - Idaho NASA EPSCoR funding cannot be used for food, international travel, capital outlay (equipment), or student tuition/fees assistance. Although food is not allowed, per diem is allowed for travel. When estimating the proposed research budget please keep in mind the following restrictions on the use federal NASA EPSCoR funds:
    ▪ Award funds may not be used to fund research carried out by non-U.S. institutions. U.S. research award recipients may, however, directly purchase supplies and/or services that do not constitute research from non-U.S. sources. For additional guidance on foreign participation, see Section 1.6 of the NASA Guidebook for Proposers (available at [http://www.hq.nasa.gov/office/procurement/nraguidebook/](http://www.hq.nasa.gov/office/procurement/nraguidebook/))
    ▪ NASA EPSCoR funding cannot be used to purchase general-purpose equipment (e.g., desktop workstations, office furnishings, reproduction and printing equipment, etc.) as a direct charge. Special purpose equipment purchases (i.e., equipment that is used only for research, scientific, and technical activities directly related to the proposed research activities) are allowed and can be reflected as a direct charge.
    ▪ Indirect costs for institutions are limited to the negotiated rate and negotiated base of the institution.
    ▪ The budget should be realistic for the research proposed.
    ▪ Please note: The funding of all Idaho NASA EPSCoR research initiation grants is contingent upon availability of funds.

- **Appendices (only required for some proposers; page limits vary)**
  - **Documentation of proposed support/collaboration:** This appendix should include letters of support and/or collaboration from NASA and/or aerospace industry partners.
  - **Summary of research accomplishments:** Researchers who have received previous Idaho NASA EPSCoR funding for the proposed research or closely related research are required to submit a summary of research accomplishments resulting from the funding, including proposals submitted, papers presented at professional conferences or published in refereed journals, and research contacts and potential collaborations initiated with NASA and industry. The summary should be no longer than two pages.

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The project period is up to 1 year.

A brief summary of activities and progress will be required on a semi-annual basis. A final report is required at the end of the funding period. Both the progress and final report formats are available online. Additional reporting information will be provided at the time of award. Any publications or presentations related to the research should also be submitted to Idaho NASA EPSCoR.

Any students participating on the project will need to complete student participation forms which will be submitted to NASA.
Proposal Evaluation Criteria

Proposals will be evaluated according to the following criteria:

- Merit of Research Plan, including timeline, milestones, and metrics - 25%
- Relevance to, and collaboration with, NASA and/or the aerospace industry – 15%
- Involvement of undergraduate and/or graduate students in research and inclusion of students typically underrepresented in STEM fields – 15%
- Relevance and benefit to Idaho and the goals of Idaho NASA EPSCoR – 15%
- Proposed budget and anticipated cost share - 20%
- Future funding and/or technology transfer potential – 10%

Proposal Submission

The budget should be submitted as an MS Excel spreadsheet. The main proposal should be submitted as a PDF file. Proposers may also submit a separate file with the research timeline.

Research Initiation Grant proposals should be submitted via email to isgc@uidaho.edu

Submission Deadline: Monday, March 14, 2016 (11:59 pm Pacific Time)