



ND NASA EPSCoR CAN RFP

Issued: Aug. 24, 2022

Pre-Proposals due: **Noon**, Sept. 23, 2022

Full Proposals due to ND NASA EPSCoR: Nov. 9, 2022

Full Proposals due to NASA: Nov. 16, 2022

ND NASA EPSCoR CAN RESEARCH ANNOUNCEMENT REQUEST FOR PRE-PROPOSALS (RFP)

Overview:

In response to the [NASA Notice of Funding Opportunity \(NOFO\) EPSCoR Research Announcement Number: NNH23ZHA001C](#), the [North Dakota NASA EPSCoR](#) (Established Program to Stimulate Competitive Research) is soliciting pre-proposals from faculty at [affiliate institutions](#) specifically designed to promote and expand NASA research in North Dakota. Following preliminary proposal selection by ND NASA EPSCoR, the selected pre-proposal team will work directly with the ND NASA EPSCoR office to submit a full proposal to NASA via NSPIRES.

The purpose of the ND NASA EPSCoR program is to promote, develop, and expand NASA research in North Dakota aligned with NASA priorities and Mission Directorates.

Eligibility:

- Faculty PI must be from an ND NASA EPSCoR [affiliate institution](#).
- Research must be in STEM (science, technology, engineering, or mathematics) and demonstrate alignment with NASA priorities and one or more NASA Mission Directorates.

Funding:

- Proposal budget requests may include funding for faculty salary and benefits, undergraduate and graduate student research assistantships, project relevant supplies, minor research equipment (items that are less than \$5,000 per unit), and faculty and student travel to NASA field centers for direct collaborations with NASA researchers and F & A (indirect cost). Equipment can be purchased as long as it is directly related to the project. Per the solicitation equipment that is used only for research, scientific, and technical activities directly related to the proposed research activities are allowed. Funds used for foreign travel are limited to \$3,000 per year (up to \$6,000 over the period of performance.)
- Funds **cannot** be used for computers, furniture, filing cabinets, wall cabinets, office supplies, (including copy paper, pens, sticky notepads), telephone lines, lab renovations, building renovations, moving expenses, expenditures for teaching classes, honorarium fees, subscription fees, or membership fees.
- Cost share of 50% is required for all federal dollars requested. This match must be allowable per 2 CFR Part 200 of the Uniform Federal Guidance. NDSU



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applicants: Contact ND EPSCoR office to determine if any state EPSCoR match dollars are available. Other applicants: Contact ND NASA EPSCoR office to determine match available. See NASA solicitation for full cost share requirement details.

Proposal Checklist:*

- Cover Sheet
 - Proposal Title
 - PI Contact Information
 - Funding Requested
 - Department Chair Signature
- CV of PI and Co-PIs
- Pre-proposal Narrative, Budget Estimate, and Budget Justification
- All files must be uploaded as **fully searchable pdf** documents.

Proposers are **strongly encouraged to combine all forms into one pdf document.*

**There is no specific template for the cover sheet.*

This solicitation and budget form can be found online here:

<https://blogs.und.edu/jdosas/2022/08/nd-nasa-epscor-research-request-for-pre-proposals-nasa-epscor-can/>

Proposal Guidance:

All proposals must be routed through the Department Chair, Dean's office, and Grants and Contracts/Sponsored Programs Administration (or equivalent office) for signatures. PIs must also complete proposal transmittal forms specific to their universities (if applicable).

One of the primary goals of NASA EPSCoR is to assist faculty in developing research initiatives that can be funded outside of the NASA EPSCoR program in the future. Therefore, proposers should specifically include a plan to develop and expand their proposal into an independently funded research group beyond the timeframe of this funding opportunity. An additional goal of ND NASA EPSCoR is to assist the development of multiple NASA relevant research clusters in North Dakota. Proposals involving collaboration across departments, universities, and research groups/scientists in industry, are strongly encouraged. **Proposals with collaborators at NASA centers are very strongly encouraged.**



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The following items/headers **must** be included in the pre-proposal narrative, in the order indicated.

1. CV of PI (and Co-PIs)

- a. Relevant Research, Teaching, and Service Experience

2. Research Narrative

*Pre-Proposals: Use the following headings in **≤ 6 pages** for a – h. Page limit does not apply to budget, references, and any letters of collaboration.*

a. Introduction

- o Overview of the scope of work, including description of the NASA-relevance, nature of collaborations

b. Background

- o Description of how the proposed work fits into your overall research plans and the field of study at large
- o Preliminary research results (if applicable)

c. Goals & Objectives

- o Clear definition of overarching research **goal(s)**
- o Clear identification of all science and technical **objectives** which contribute to achievement of overarching research goal(s)
- o All goals and objectives must be defined as: “**S.M.A.R.T.**”
 - SMART: Specific, Measurable, Achievable, Relevant, & Time-Bound
 - Clearly state how the goals and objectives are aligned with this “SMART” Definition.
 - [Sample Guide to Defining SMART Goals](#)

d. NASA Relevance

- o Identification of current and potential applications/relevance to NASA
- o Cite specific NASA priority alignment:
 - **NASA Priorities:**
 - o NASA 2017 [Strategic Technology Investment Plan](#)
 - o NASA 2020 [Technology Taxonomy](#)



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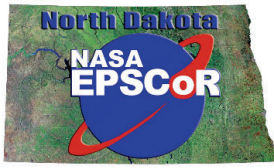
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- o NASA 2022 [Strategic Plan](#)
- o Cite specific NASA mission directorate alignment:
 - **NASA Mission Directorates:**
 - o [Science Mission Directorate \(SMD\)](#)
 - o [Aeronautics Research Mission Directorate \(ARMD\)](#)
 - o [Space Technology Mission Directorate \(STMD\)](#)
 - o [Exploration Systems Development Mission Directorate \(ESDMD\)](#)
 - o [Space Operations Mission Directorate \(SOMD\)](#)
- e. Implementation Strategy
 - o Expected deliverables: when, and by whom outlined in **timetable of milestone completion**
- f. Management Plan
 - o Hierarchy of individuals/institutions working on the project, details on collaborations, recruitment plan for team members not yet identified, methods for tracking and reporting progress throughout the project
- g. Anticipated Outcomes
 - o Expected research outcomes, plans for publications, conference attendance, funding opportunities, future studies and collaborations
 - o Plan to secure future external funding
- h. DEIA
 - o Contribution of project to NASA's Diversity, Equity, Inclusion, and Accessibility (DEIA) Initiatives
 - o Statement on contribution of research to engagement of underserved and underrepresented communities
 - o State how this **specific** proposal will contribute to DEIA. (e.g. Including only DEIA mission statements for PI's home institution are insufficient.)
 - o [NASA's Policy on DEIA](#)
- i. Budget
 - o Clear alignment between budget justification and budget table with items such as: faculty salary and fringe benefits, student stipends,



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research supplies and materials, travel for field research, collaborations, presentations, etc.

j. References

- o *Up to date* reference list indicative of innovative and active research

k. Letters of Commitment

- o Collaborator contact information
- o Specifically outlined roles and responsibilities in partnership

Proposal Evaluation:

Collaboration across institutions, industry, and NASA centers, and interdisciplinary teams are highly encouraged. Preference will be given to beginning, untenured faculty who have not yet received an ND NASA EPSCoR award. Proven track record of research capabilities in NASA relevant areas will be an advantage. Any and all proposals may be rejected.

It is a national priority to prioritize diversity, equity, inclusion, and accessibility (DEIA) in Science, Technology, Engineering, and Mathematics (STEM) fields. This DEIA consideration is included in each of the [ND NASA EPSCoR goals, objectives, and priorities](#). All proposers are strongly encouraged to center DEIA efforts in their proposals. DEIA efforts include actions which positively impact and/or directly engage underrepresented and underserved communities, such as women, people of color, LGBTQ+ persons, persons with disabilities, veterans, persons who live in rural areas, or persons adversely affected by persistent poverty or inequality.

Proposals will be evaluated using the following criteria: NASA relevance, Goals & Objectives, Scientific Merit, Implementation Strategy, Management Plan, Anticipated Outcomes, Evidence of Collaboration, Contributions to DEIA, and Budget Reasonableness.

Pre-Proposal Submission:

All pre-proposals must be routed through the proposer's home institution Grants and Contracts office for appropriate signatures, prior to submission to ND NASA EPSCoR (e.g. Sponsored Programs Administration, Division of Research & Economic Development, etc.). If the proposer's home institution does not have this office,



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procedures at their specific campus must be followed regarding grant proposal submissions.

Pre-proposals **must** be submitted to institutional grants offices **at least five business days** prior to the pre-proposal deadline. After pre-proposals have been approved by appropriate grant offices, pre-proposals must be submitted via the online submission form.

Please note, this online submission form does allow proposers to save progress, navigate between pages, and continue entering information at a later date. However, it is recommended that proposers do not complete the form until they are ready to submit. Information requested in the form includes: contact information for the PI, Co-PI, and respective departments (Chairs and Administrative Assistants included), information on any previous NASA EPSCoR awards received by the PI or Co-PI in last five years, contact information for any NASA or industry collaborators, and uploads of the requested documents as a single pdf. (Uploading as multiple pdfs is acceptable, yet documents combined into one pdf is strongly preferred.)

All awards require: 1) an end-of-year award report to be filed with the ND NASA EPSCoR office within 30 days of the award end date, and 2) presentation of results at the ND NASA EPSCoR meeting.

Down-select Process:

Pre-proposals will be evaluated in a down-select. A maximum of one full proposal may move forward for consideration by NASA. The successful pre-proposal team will be notified approximately two weeks after submission of the pre-proposal. The successful pre-proposal team is required to submit the full proposal to the ND NASA EPSCoR team by deadlines outlined in this solicitation header. The full proposal is due to NASA via NSPIRES and will be submitted by the ND NASA EPSCoR Director.

Online Proposal Submission Form:

https://und.qualtrics.com/jfe/form/SV_1YLMVfRhbkW5DcQ

or

<https://tinyurl.com/NDNASAEPSCoR-CAN-F22>

<http://ndnasaepscor.und.edu/>



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ND NASA EPSCoR Team

Dr. Caitlin Milera, Director

(701) 777-4856

milera@space.edu

Dr. Marissa Saad, Deputy Director

(701) 777-4161

msaad@space.edu

Tori McIntosh, Coordinator

(701) 777-4897

tori.mcintosh@und.edu

Laurie Baumgartner, Accountant

(701) 777-4043

laurie.baumgartner@und.edu

General questions regarding the RFP may be directed to the ND NASA EPSCoR Director, Dr. Caitlin Milera, milera@space.edu.

Finance questions regarding the RFP may be directed to UND Aerospace Finance Manager, Laurie Baumgartner, laurie.baumgartner@und.edu.