

# ALABAMA SPACE GRANT CONSORTIUM

## Outreach Programs

Application Package

Outreach Programs to External Organizations and the General Public  
Pre-College and Higher Education Programs



**Alabama Space Grant Consortium Program Office:**

The University of Alabama in Huntsville  
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256.824.6800  
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www.uah.edu/ASGC

# ALABAMA SPACE GRANT CONSORTIUM

## Outreach Programs

### Program Summary

The Alabama Space Grant Consortium (ASGC) funds selected programs, conferences, and seminars that promote the understanding, education, development, and utilization of space, that encourage interdisciplinary training and research in aerospace-related fields, and that train professionals for careers in aerospace, science, technology, and allied fields. Innovative methods of teaching and promoting science in the K-12 schools within the state are also encouraged through this program. Development of new curricula for science and technology may also be funded under this program.

### Administrative Procedures

#### Selection of Proposals

Proposals to be funded will be selected by the Consortium Director, together with the individual campus directors. Selection will be based on: (1) the uniqueness of the proposed program and its relevance to NASA's aerospace science and technology program and community interests within Alabama; (2) the prospects for success of the proposed project in achieving its stated goals; (3) the appropriateness of the proposed budget; and (4) the qualifications of the applying group. Preference will be given to interdisciplinary programs and joint programs involving universities, industry and government. On-going seminar programs, out-of-state conferences, and foreign travel are excluded.

#### Eligibility

Proposals will be accepted from an individual or group at any of the seven member institutions of the ASGC.

#### Submission of Applications

Proposals will be reviewed by the ASGC Management Team after preliminary screening by the campus director. Applicants should submit all materials to their local campus director.

#### Awards

Awards of up to \$5,000 will be made. Requests for exceptions should have special justification. Awards by the ASGC will be administered by the Consortium Program Office through the campus director on the appropriate campus. Awards are subject to availability of NASA funds.

#### Disposition of Unused Funds

Any unused project funds must be returned to the ASGC Program Office at The University of Alabama in Huntsville.

# Preparation of Proposal Applications

## Cover Sheet

The cover sheet form (included with this application package) should be completed and signed by the principal investigator and the certified representative of the university who is responsible for sponsored research.

## Abstract

The abstract, not to exceed 400 words, should describe the objectives of the proposed program and the plan for achieving these objectives.

## Description of Proposed Program

A full statement that identifies and relates the key elements of the program is required. The description should be brief and in no case exceed the equivalent of five single-spaced typed pages. It must include a clear statement indicating the relevance of the proposed program to the goals of the ASGC.

Cooperative activity among elements of the university, industry and government is encouraged.

## Personnel

Applicants should provide a concise description of the qualifications of the proposing individual or group. For example, this information could take the form of brief resumes (2 pages each) for a group of individuals or it could be a single description of the accomplishments and qualifications of a group of individuals.

## Equal Opportunity

Applicants will not be denied consideration for the ASGC Outreach Programs on the grounds of race, creed, color, sex, or handicap.

## Inquiries

Questions concerning the preparation and submission of proposals should be addressed to the appropriate campus director or the ASGC Program Office at The University of Alabama in Huntsville.

## Budget

The proposed budget must describe planned expenditures in detail. All requests must show a total budget for the event or program and should indicate in a separate column sources for required match. Permissible expenditures may include such items as teacher mini-grants, educational supplies, visiting speaker expenses, facility costs for seminars, publication costs, travel (no foreign travel), science fair awards, student scholarships for conference attendance, etc. Payment of honoraria is discouraged. Out-of-state travel for participants is not funded, with the exception of travel for distinguished visitors into the state for the purpose of meeting or working with interested residents. Funding will not be granted for salaries, supplies, equipment of any kind, or other expenses associated with regular university business. However, these resources may be considered for the match portion of the budget and should be included in the total budget. Outside resources may be considered as matching funds; however, federal funds may not be used as match.

The Consortium desires to optimize use of limited funds, and proposers are encouraged to economize whenever possible. Proposal budgets should show matching funds with the origin identified. No restrictions are placed on the source of non-federal matching funds. Waived indirect costs paid by the sponsoring Consortium member university may be used a match source.

### **Advertisement**

Notice of approved seminars, conferences, and other educational activities, should be sent in a timely manner to all campus directors and industrial affiliate contacts. The principal investigator is responsible for disseminating prior notice of the activity to interested parties in the Consortium and the state.

### **Acknowledgment**

The principal investigator shall recognize sponsorship by the ASGC NASA Training Grant #NNX15AJ18H, in all appropriate printed materials.

### **Final Report**

A final report must be submitted by the principal investigator within thirty days of completion of the project. This report need not be lengthy, but it should describe the goals and achievements of the project as well as demographic and budget details of the completed program. Two copies should be submitted to the Consortium Director at the Consortium Program Office and one copy to the appropriate campus director.



# Alabama Space Grant Consortium Outreach Programs

## Alabama Space Grant Consortium

### Proposal Cover Sheet

Submit to Appropriate Consortium Campus Director

Submission Date: \_\_\_\_\_

Name of Principal Investigator (PI): \_\_\_\_\_

Business Address of Principal Investigator (PI): \_\_\_\_\_

Phone: \_\_\_\_\_ Citizenship: \_\_\_\_\_

Email Address: \_\_\_\_\_

Proposal Title: \_\_\_\_\_

\_\_\_\_\_

Group(s) Represented: \_\_\_\_\_

Proposed Period of Performance: \_\_\_\_\_

Consortium Campus of Proposal Submission (check only one block):

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Alabama A&M University    | <input type="checkbox"/> The University of Alabama at Birmingham | <input type="checkbox"/> University of South Alabama |
| <input type="checkbox"/> Auburn University         | <input type="checkbox"/> The University of Alabama in Huntsville | <input type="checkbox"/> Tuskegee University         |
| <input type="checkbox"/> The University of Alabama |  |  |
| <input type="checkbox"/> Other _____               |  |  |

Funding Amount Requested: \_\_\_\_\_

Signature of Principal Investigator (PI): \_\_\_\_\_

Signature of Campus Director: \_\_\_\_\_

Title of Campus Official Responsible for Sponsored Research (if applicable): \_\_\_\_\_

Signature of Campus Official Responsible for Sponsored Research (if applicable): \_\_\_\_\_

# Management and Administration

The Alabama Space Grant Consortium is composed of seven Ph.D. granting universities in the state of Alabama: Alabama A&M University, Auburn University, The University of Alabama, The University of Alabama at Birmingham, The University of Alabama in Huntsville, University of South Alabama and Tuskegee University. The Alabama Space Grant Program is administered by The University of Alabama in Huntsville.

The Consortium Director, Assistant Director, and a Campus Director on each of the seven campuses constitute the Consortium Management Team. The names, addresses, and phone numbers are as follows:

Director: L. Dale Thomas, Ph.D., P.E.  
The University of Alabama in Huntsville  
301 Sparkman Drive, SKH 322  
Huntsville, AL 35899  
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dale.thomas@uah.edu

Assistant Director: Debora K. Nielson  
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## Campus Directors:

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