

NASA EPSCoR in Louisiana

A NASA/BOR Research Infrastructure Development Project

Small Equipment Grants (SEG) for RAP Awardees

Sponsored by NASA and the Louisiana Board of Regents

2014 – 2015 APPLICATION GUIDELINES

SMALL EQUIPMENT GRANTS (SEG) FOR RAP AWARDEES

A NASA EPSCOR – BOR RESEARCH INFRASTRUCTURE DEVELOPMENT PROGRAM

Guidelines for 2014-2015

I. INTRODUCTION:

This new SEG program is supported under the Louisiana Board of Regents' (BOR) EPSCoR Research Infrastructure Development (RID) award from the NASA EPSCoR program. It is designed to complement the Research Awards Program (RAP) by providing a means for researchers to acquire small (in cost) pieces of equipment to utilize in their funded RAP projects. The overall goals of the NASA EPSCoR program are to (a) acquaint LA researchers with the NASA relevant research, (b) foster development of research projects with an aerospace focus, and (c) move the state's researchers up to the next level of competitiveness. The SEG program is part of the strategy to achieve these goals.

An electronic copy of this document is available for download under current solicitations on our website: LaNASAepscor.lsu.edu.

II. NASA MISSION DIRECTORATES

The NASA **Mission** is: *To reach for new heights and reveal the unknown so that what we do and learn will benefit all humankind.*

To achieve this Mission, the NASA program of exploration, discovery and research is organized into Mission Directorates plus the Office of Education. All NASA subprograms must relate to and support one or more of these directorates. Likewise, all programs supported by the Louisiana NASA EPSCoR must also support the NASA Mission and align with the NASA Strategic Plan.

The focus of each Mission Directorate is as follows:

Aeronautics Research (ARMD) *Enable a safer, more secure, efficient, and environmentally friendly air transportation system.*

Human Exploration and Operations (HEO) *Operate the International Space Station and prepare for human exploration beyond low Earth orbit.*

Science (SMD) *Exploring the Earth-Sun system, our own solar system, and the universe beyond.*

Space Technology (STMD) *Developing the cross-cutting, advanced and pioneering new technologies needed for current and future NASA missions.*

More information about the NASA Mission Directorates can be found at <http://www.nasa.gov/about/directorates/index.html>. Each Mission Directorate has a unique set of goals, objectives, and strategies that addresses the requirements of its primary external customers.

Although NASA's broad mission is driven by the Space Act, the specific programs that are conducted within the agency, and the priorities placed on them, are driven by the directives of the Administration and Congress, and, therefore, change over time. Current specific content for the agency is presented within the NASA Strategic Plan available on the web.

In addition to the Directorates, NASA's **Office of Education** (<http://education.nasa.gov/>) coordinates education efforts from K-16, including educational products and technology. As stated in the NASA Strategic Plan, the Education Office has three **Goals**:

- Strengthening NASA and the Nation's future workforce
- Attracting and retaining students in science, technology, engineering and mathematics, or STEM, disciplines
- Engaging Americans in NASA's mission

The NASA EPSCoR Program (Experimental Program to Stimulate Competitive Research), is managed through the NASA Office of Education. Thus, emphasis on workforce development (to influence the pipeline of a highly trained future workforce that will lead NASA into the future) indicates that the involvement of students is highly desirable.

III. THE SEG SUBPROGRAM

The SEG award program is designed for those researchers who have taken the next step — initiating a small (seed) project under the RAP program. Often execution of a RAP project requires access to equipment to perform testing or validation studies and it is more efficient to have such equipment in the researcher's laboratory rather than having to borrow or rent the equipment. The SEG subprogram is intended to resolve such problems.

ELIGIBILITY AND SUBMISSION:

The SEG sub-program is designed to aid researchers who have a currently funded project under the RAP sub-program. The project PI for the SEG proposal must be the same as on the RAP project.

A SEG proposal can be submitted either (1) after a RAP project is underway or (2) along with a proposal for a RAP award. If the RAP project is a single-institution award (SIP), then one SEG proposal may be submitted. However, if the RAP award is for a Partnership Project (PP) each of the partnering institutions may submit a separate SEG proposal.

ELIGIBLE EQUIPMENT:

Capital Equipment is defined in federal guidelines as a piece of equipment costing at least \$5,000.00 and having a useful lifetime of at least one year. Equipment not meeting this definition is, usually, acquired as Materials and Supplies. Capital equipment may be constructed for a specific purpose by combining less costly components/sub-systems into a workable piece of equipment. The details for such constructed equipment must be addressed in the proposal. Additions to existing equipment (e.g. a new focusing/sensor head for an existing electron microscope) may also be proposed and will be reviewed on a case-by-case basis. It is not intended for these awards to be used to purchase lap-tops, printers, modems and the like which are defined as general purpose items.

AMOUNT:

An SEG award is limited to \$15,000. If, after receiving the required bids, the cost exceeds \$15K, the difference may be supplied by the receiving institution. However, if the cost of the equipment is less than \$15K, the residual may not be used for any other purpose and will revert to the NASA EPSCoR RID program.

AWARD:

Award funds will be provided by subcontract from the Board of Regents to the lead applicants' college or university, which will assume responsibility for administering the funds according to standard procedures.

COST SHARING (Not Required):

EPSCoR programs are federal-state partnerships that require matching at the state/local level. The BOR is covering the NASA required cost sharing for the NASA EPSCoR RID project. Institutional match may be provided to share the cost of the needed equipment, and is required to cover the difference for proposed purchases in excess of the \$15k cap on this program. Any proposed cost-share should be documented as part of the proposal.

INDIRECT (F & A) COSTS:

No Indirect (F&A) is allowed on equipment purchases.

TERM OF AWARD:

SEG awards will have a nominal period of performance (PoP) of 6 months. The equipment must be delivered and be in use within six months of the award being issued. There will be no extensions on any of these awards, and all awards (regardless of start date) must be completed by 30 September 2015.

EVALUATION:

Projects submitted to this solicitation will be reviewed following the criteria given below. SEG proposals will only be considered if a RAP proposal has been selected for funding.

APPLICATION AND CRITERIA:

Proposals consist of (a) required Cover page, (b) Summary page with a brief abstract, (c) Project Description (narrative) section, (d) a Budget plus an explanation for requested funds (and cost-share funds, if applicable). The required forms are attached. Additional copies can be obtained from the LaSPACE office: (225-578-8697; fax: 225-578-1222; e-mail: eads@phys.lsu.edu, or contact Greg Guzik, guzik@phunds.phys.lsu.edu, or Colleen H. Fava, fava@phunds.phys.lsu.edu to request the SEG proposal package.

PROJECT DESCRIPTION:

The project description must describe the equipment to be acquired and how it will be used to aid the PIs RAP project. In addition, please describe the possible use of the equipment by other researchers at your location, and the aerospace relevance of such projects. Basically, “How will this equipment further enhance NASA related research at your institution?”

DELIVERABLES:

At the end of the project, two final reports are required: the Final Technical Report and the Final Financial Report. These reports are due within 30 days after the subcontract expiration date. Final invoices may not be paid until all reports are received.

The Final Technical Report will be a brief write-up that is suitable for transmission to NASA and BOR. This report should describe the equipment and the activities undertaken with it. Include a bibliography, (papers, posters, presentations and the like) if relevant.

The Final Financial Report is an official report that shows the final expenditure of the funds and certifies any cost sharing. This report is to be submitted to the Board of Regents by your university's financial office using the BOR electronic reporting system. Additional instructions for reporting are given in the sub-award document.

TIME SCHEDULE:

SEG proposals have no fixed due date; PIs working on current RAP projects may submit a proposal as of the date of this RFP. If an SEG proposal is submitted along with a new RAP proposal, the next due date is Monday, 13 October, 2014. PIs may submit RAP & SEG proposals simultaneously or wait until awards are announced. As mentioned earlier, the term of the award requires that equipment be procured, delivered, and in use within 6 months of the award date and that all awards must be completed by 30 September 2015.

To accommodate the possibility of issuing awards begun after 31 March 2015, we will consider the contract end date to be “6 months from the date of the award **OR** 30 September 2015, whichever comes first.”

SUBMISSION:

Questions regarding this solicitation can be directed to Greg Guzik, Director Elect, guzik@phunds.phys.lsu.edu or Colleen H. Fava, Manager, fava@phunds.phys.lsu.edu.

Please submit a PDF version of the proposal to eads@phys.lsu.edu (must include scanned signatures).

For non-electronic submission send proposals to:
Louisiana NASA EPSCoR - SEG
Department of Physics and Astronomy
364 Nicholson Hall
Louisiana State University
Baton Rouge, LA 70803-4001

PROJECT SUMMARY

RAP PROJECT TITLE

SEG Proposal Title

INVESTIGATORS NAMES AND INSTITUTIONS

BRIEF ABSTRACT

(limit 200 words)

(describe equipment and use, suitable for general distribution)

NARRATIVE SECTION GUIDELINES
(no more than 4 pages)

1. Describe each proposed piece of equipment and how each piece will support the execution of your RAP project.
2. Describe any additional use this equipment may serve beyond the scope of the RAP project.
3. Describe, if applicable, how this equipment will further strengthen NASA related research infrastructure at your institution.

BUDGET SECTION GUIDELINES
(no more than 2 pages, not including vendor quotes)

1. Describe Equipment, possible vendors and cost.
2. Describe any cost sharing involved in acquiring the equipment.
3. Provide manufacturer quotes, if applicable.