APPENDIX O
MUREP Other Opportunities (MOO)
Unsolicited; Competitive; Neither Unsolicited Nor Competitive; No-Exchange of Funds Partnerships with Public or Private Entities; or Non-Domestic Proposals

O.1 OVERVIEW OF THE FUNDING OPPORTUNITY

O.1.1 Executive Summary of Key Information

The NASA Office of Education Minority University Research and Education Project (MUREP) solicits proposals from US Organizations and Institutions (including NASA Centers) that align with the four White House Executive Orders for Minority Institutions to strengthen curriculum and curricular pathways in STEM, and attract, retain, and support the success of underrepresented students in STEM degree programs.

Successful proposals will be funded as multi-year Cooperative Agreements. The proposals will contain plans that address the four CoSTEM priorities:

- **Effective K-12 STEM Teacher Education** – Increase the number and proportion of individuals, particularly from groups that are traditionally underrepresented in STEM fields, who complete teacher pre-service and in-service programs with an ability to increase students’ understanding of STEM.
- **Engagement in STEM** – Expand the availability and coherence of investments that increase interest in, involvement in, or value placed on STEM by PreK-12 aged individuals (especially those from traditionally underrepresented groups).
- **Undergraduate STEM Education** – Improve retention rates, including among groups traditionally underrepresented, in STEM majors during the first two years of undergraduate education.
- **Serving Groups Traditionally Underrepresented in STEM Fields** – Increase the number of individuals from underrepresented groups that graduate with STEM degrees.

O.1.2 Goals and Objectives

NASA contributes to national efforts for achieving excellence in STEM education as discussed in the Education Opportunities in NASA STEM (EONS) solicitation. The future prosperity and well-being of our nation and its citizens depends on how well we educate our children and youth today. Our future workforce needs demand that we have workers with advanced thinking, reasoning and problem solving skills. The knowledge and STEM-related critical thinking demands on students are greater today than at any time in our nation’s history as STEM skills are essential for the future economic success of the nation.
NASA is one of our Nation’s leaders in engaging, educating and employing students in STEM. The NASA Administrator has set a priority for the Agency to “inspire a rising generation of boys and girls to seek careers in science, technology, engineering, and math” and has called for NASA to “inspire a nation to the importance and impact of education to our space program.”

The goal of this solicitation is to seek proposals that demonstrate one or more of the following:

- The potential to increase the number of minorities in STEM education areas relevant to NASA.
- Contribute to the effective implementation of NASA’s educational goals and objectives using NASA’s unique assets and capabilities.
- Increase the number of available STEM courses and curricular pathways.
- Attract, retain, and support the success of students in STEM degree programs, and subsequently in NASA-related careers.
- Increase the number of students who complete STEM certificates/degrees from backgrounds that are historically underrepresented in STEM.

All proposed activities must address one or more of the requirements outlined in this solicitation and in the broader EONS announcement.

O.1.3 NASA Strategic Plan and Relevance to Education

NASA’s education projects work in collaboration with other Federal agencies to improve the quality of STEM education in the United States, which support both NASA’s strategic plan and the Administration’s STEM policy. This activity addresses Education goals and objectives as outlined in the NASA 2014 Strategic Plan. The activity also addresses NASA’s short term Annual Performance Indicators, which set quantifiable targets for NASA offices, programs and projects. NASA Strategic Goals and Objectives relevant to education are outlined in the 2014

NASA Strategic Plan:

NASA’s FY 2014 Annual Performance Indicators (API) are outlined in NASA’s FY 2015 Management and Performance Document:

The Minority University Research and Education Project’s (MUREP’s) goal is to increase the participation and retention of historically underserved and underrepresented students in the areas of STEM. In order to achieve this goal, this solicitation focuses on the following NASA Strategic Objective:
- **Goal 2**: Advance understanding of earth and develop technologies to improve the quality of life on our home planet.

  o **Objective 2.4**: Advance the Nation’s STEM education and workforce pipeline by working collaboratively with other agencies to engage students, teachers, and faculty in NASA’s missions and unique assets.

This activity also supports the following NASA Office of Education Multi-year Performance Goals and API:

**Goal: FY 2015 and FY 2014 2.4.1**: Assure that students participating in NASA higher education projects are representative of the diversity of the Nation.

**API: FY 2015 ED-15-1**: Provide significant, direct student awards in higher education to (1) students across all institutional levels and types (as defined by the U.S. Department of Education); (2) racially or ethnically underrepresented students, (3) women, (4) persons with disabilities, and (5) veterans at percentages that meet or exceed the national percentages for these populations, as determined by the most recent, publicly available data from the U.S. Department of Education’s National Center for Education Statistics for a minimum of two of the five categories.

**Goal: FY 2015 and FY 2014 2.4.2**: Continue to support STEM educators through the delivery of NASA education content and engagement in educator professional development opportunities.

**API: FY 2015 ED-15-2**: 250,000 educators participate in NASA-supported professional development, research, and internships that use NASA-unique STEM content.

**Goal: FY 2015 and FY 2014 2.4.3**: Assure that the institutions NASA engages with represent the diversity of institution types and levels in the Nation as defined by the U.S. Department of Education.

**API: FY 2015 ED-15-3**: Provide funding to institutions of higher education across all institutional categories and types (as defined by the U.S. Department of Education) that meet or exceed the national percentages for these institutional types and category levels, as determined by the most recent, publicly available data from the U.S. Department of Education.

**Goal: FY 2015 and FY 2014 2.4.4**: Continue to provide opportunities for learners to engage in STEM education through NASA-unique content provided to informal education institutions designed to inspire and educate the public.

**API: FY 2015 ED-15-4**: Maintain the NASA Museum Alliance and/or other STEM education strategic partnerships in no fewer than 30 states, U.S. territories, and/or the District of Columbia.
Goal: FY 2015 and FY 2014 2.4.5: Continue to provide opportunities for learners to engage in STEM education engagement activities that capitalize on NASA-unique assets and content.

API: FY 2015 ED-15-5: 600,000 elementary and secondary students participate in NASA STEM engagement activities.

This activity is consistent with national priorities for STEM education, which are established by the National Science and Technology Council (NSTC) Committee on STEM Education (CoSTEM) (see Section O.1.1 of this Appendix).


Proposals shall reference education research, employ evidence-based practices, or provide other evidence supporting rationale for their approach, tools, or techniques. NASA does not endorse or require the use of any specific source of information, but does encourage proposers to reflect survey research and best practices. All proposals shall include a plan for sustainability and/or continuation beyond the funding period. The funding period is currently planned for up to 36 months. It is expected that projects will demonstrate self-sustainability or will be developed to the level of maturity needed to compete for other sources of funding. Proof-of-concept and other proposals requiring additional funding for continuation after the NASA support shall include a plan for obtaining that funding from other sources. At this time, NASA does not plan to extend funding beyond the initial award. Any NASA Center that will benefit from the proposed activities may also be identified.

Each proposal shall reflect the unique combination of long and short-term strategic plan, interests and capabilities, and shall clearly and concisely describe:

- How the activity will contribute to the development of the STEM workforce and the disciplines needed to achieve NASA’s strategic goals; and
- The relevance of the proposed work to NASA’s currently funded research priorities, Space Technology Roadmaps, and programs of the proposed primary NASA Mission Directorate(s).

The current NASA Mission Directorates are:

- Aeronautics Research http://www.aeronautics.nasa.gov
- Human Exploration and Space Operations http://www.nasa.gov/directorates/neo
- Space Technology
Proposals for the development of stand-alone modules, CDs, websites, etc. are discouraged. Proposals shall not request funds for activities that reviewers may perceive as an integral part of the proposer’s a job description. Also, proposers shall not request funds for activities generally supported by basic research Cooperative Agreements. Additional information on expectations is provided in Section 10 of the overall EONS announcement.

O.2 AWARD INFORMATION

If not already registered, proposers shall review and register with NASA’s Solicitation and Proposal Integrated Review and Evaluation System (NSPIRES). This web-based system supports the release of solicitation announcements through the peer review and selection processes. The NSPIRES website provides information about NASA research and education announcements, proposals selected for closed/past solicitations, and results of NASA research. NSPIRES information is intended to assist proposers in their proposal preparation. In order to create and submit a proposal to NASA, proposing institutions shall register with NSPIRES at http://nspires.nasaprs.com/external/. Once registered, proposers will receive automatic notification of competitive opportunities for scientific and technical research, program management and administration, and other announcements.

NASA also has a Vendor Data Base (NVDB) not specific to education but open to all types of entities. This database is open to all vendors, both large and small, for and not-for-profit included, that want to do business with NASA. Proposers can post your capability briefs in any format, and sign up for email messages that will provide information on Source Sought Notices, Requests for Information (RFI) or Request for Proposals (RFP), along with a quarterly newsletter.

All NASA employees will be able to access this database used for conducting market research; engaging in communication; and educating the NASA industrial base about the requirements of the NASA Centers. For the full site please visit: https://vendors.nvdb.nasa.gov/index.cfm?fuseaction=Vendor.challenge_screen

O.2.1 Proposal Types

O.2.1.1 Unsolicited Proposals for Grants, Contracts or Cooperative Agreements

NASA encourages the submission of unique and innovative unsolicited proposals. NASA’s Office of Procurement in Washington, DC has published GUIDANCE FOR THE PREPARATION AND SUBMISSION OF UNSOLICITED PROPOSALS 2000 EDITION available at:

http://prod.nais.nasa.gov/pub/pub_library/unSol-Prop.html

Proposers should carefully read the Guidance in full. Proposers should use NSPIRES to submit an unsolicited proposal to NASA’s Office of Education using this solicitation. Such a proposal shall indicate on the program specific data sheet that it is an unsolicited proposal and not a
competitive submission. Below is a very short summary of the full guidance (referenced above) that in order to be considered as a valid unsolicited proposal in NASA Education’s judgment, the proposal must be:

- **Innovative** (i.e., new): 1) not previously funded by NASA or any other public or private funder and 2) not an advance proposal for a known agency requirement that previously was in the past or will in the future be reasonably acquired by competition.
- **Original**: prepared without NASA consultation, advice, supervision, endorsement, direction, or indirect NASA involvement.
- **Unique**: explicitly be described as a one-of-a-kind in sufficient technical and cost detail to permit a determination that Government support could be worthwhile and the proposed work could benefit the agency's Strategic Plan Goal 2, Objective 2.4 and mission.

### O.2.2 Partnerships and Collaboration

Colleges, universities, industry, school districts and other government agencies play a major role in carrying out much of NASA’s work, and in conducting research and development activities in related areas. Carefully constructed partnerships among the award recipients and other entities will lead to substantial benefits for all parties involved. The award recipients will gain access to special purpose facilities; exposure to new work areas; leveraged support for their research efforts; and potential sources of future funding. Industry and other universities and colleges will gain from individuals who are recruited as future employees or graduate students. Further, NASA gains from the increased productivity that these partnerships bring to missions and projects.

Proposals that leverage funding through partnerships and other resources outside of NASA are required. Specifically, proposals must demonstrate significant collaborations with other institutions, including members of the Space Grant Consortia ([http://www.nasa.gov/offices/education/programs/national/spacegrant/home/index.html#.VImi4iyvF81](http://www.nasa.gov/offices/education/programs/national/spacegrant/home/index.html#.VImi4iyvF81)), community colleges, minority serving institutions, industry, non-profits, and/or other entities to increase student access to research opportunities; achieve NASA goals and objectives; leverage significant sources of additional funding; and/or obtain essential services that are not available at the proposer’s home institution. Teams/collaborations shall be coordinated in advance and described in the proposal.

Although a broad range of partnerships and collaborations are encouraged, at a minimum, the proposal shall include each of the following:

- At least one four-year institution of higher education (in addition to the lead proposing institution); and
- At least one NASA Center (NASA resources can be received as in-kind support in the proposal; however, funding shall not be allocated for NASA field centers in the budget.)

Furthermore, partnerships or collaborations with 2-year or 4-year Minority Institutions of higher education are strongly encouraged.
O.2.3 Period of Performance and Funding

Successful proposals selected under this FY 2015 solicitation will be funded as multi-year Cooperative Agreements. The award period will begin on or about two to three months after the official selection announcement. Each proposal may not exceed $500,000 (fully funded) for a period up to three years for execution. It is the responsibility of the proposer to specify and justify the requested funding and duration of award, which shall not exceed (3) three years total. NASA funding beyond the first year is based on a satisfactory annual evaluation of documented progress; compliance with data reporting, applicable regulations and laws, and other program requirements; fulfillment of fiduciary responsibilities; and the availability of appropriated funds. Continuation of funding may be reduced if the awardee’s cost reporting indicates a significant level of unexpended funds and/or if NASA determines that the awardees performance has been unsatisfactory.

The number of proposals selected will be dependent on the availability of funds from the program, as well as the number and quality of proposals submitted. Additional information on expectations is provided in Section 2 of the EONS solicitation. NASA reserves the right to partially fund proposals; limit the number of proposals funded; or limit the funding level below the allocated amount. Cost sharing is not required but NASA can accept it, if offered. Leveraging of other funds or in-kind contributions are encouraged.

Proposals shall not request funds for activities that reviewers may perceive as an integral part of the proposer’s job description; nor shall proposals request funds for activities generally supported by basic research Cooperative Agreements. All funds shall be allocated towards the implementation and administration of the proposed project or program.

O.3 ELIGIBILITY INFORMATION

O.3.1 Proposing Institutions

See section 3.1 of EONS NRA for eligible institutions.

All US Organizations and Institutions (including NASA centers) are eligible to apply for this NASA Research Announcement (NRA). Questions regarding institutional eligibility to apply shall be addressed prior to submission by e-mailing the point of contact (POC) listed in the summary of key information at the end of this Appendix. Eligible organizations shall submit up to three proposals per institution, regardless of their previous level of NASA funding.

Every organization submitting a proposal in response to this solicitation must designate a single individual, the Principal Investigator (PI), who will be responsible for the quality and direction of the entire proposed effort and for the use of all awarded funds. (Note: NASA does not accept the designation of a “Co-Principal Investigator;” there shall be only one PI who is solely responsible for the proposed investigation).

NASA encourages proposers to identify by name only the most important personnel to aid in the execution of the proposed activities. Individuals who are critical for the successful completion of
activities through the contribution of unique expertise and/or capabilities and serve under the direction of the PI, shall be identified as Co-Investigators (Co-Is). A Co-I must have a well-defined role that is explicitly defined in the Management section of the proposal. In addition, all proposals submitted in response to this solicitation shall show evidence of the commitment of all Co-Is participating in the proposed activities by providing a brief statement, even if the Co-Is are from the same institution as the PI. Other team members shall be listed as Collaborators. By definition, Collaborators are unfunded. If the PI holds a joint appointment in more than one institution, either organization could be the "home institution" - depending on their willingness to make the institutional commitment and handle the funds for the entire team.

All funds for a given team will be sent to the team's lead institution, which may provide research and salary funding to non-NASA and non-Governmental Co-Is. All funding to non-NASA and non-Governmental Co-Is or organizational entities shall be routed through the PI’s home institution; thus, one Cooperative Agreement will be negotiated per selected proposal. NASA will fund NASA (including JPL) and other Governmental Co-Is directly.

O.4 PROPOSAL AND SUBMISSION INFORMATION

O.4.1 Proposal Submission

All information needed to respond to this announcement is contained in this Appendix, the EONS announcement, the NASA Grant and Cooperative Agreement Manual (https://prod.nais.nasa.gov/pub/pub_library/Grant_and_CooperativeAgreementManual.doc), and the Guidebook for Proposers. Note: If the information contained in this EONS NRA conflicts with the other documents, the information in the EONS NRA and this Appendix take precedence.

O.4.2 Request for ‘Notice of Intent’

See section 5.5 of EONS NRA for requirements and instructions on submitting a Notice of Intent (NOI).

The NOI shall include:
1. Name of the lead organization or institution;
2. Name, title, regular mail and e-mail address, telephone, and fax number of the proposed PI; (See required criteria for PI(s) at H.3.1.4 above)
3. Planned title and brief description of research focus and/or activity;
4. Primary affiliated NASA Mission Directorate, NASA Center and other collaborators; and
5. Key words that describe the technical area of proposed research and/or activity.

O.4.3 Pre-proposal Teleconference

One pre-proposal teleconference will be held to ask questions and solicit clarification before proposals are due. Prospective proposers are requested to submit written questions no later than THREE business days before the teleconference so that NASA will be able to cover as much information as possible at the teleconference. An opportunity to ask questions and solicit clarification will be provided at the teleconference. These pre-proposal calls will be recorded,
transcribed and posted to the NSPIRES website after each teleconference.

Interested proposers must register in NSPIRES and sign up for notification emails to receive advance notice of this teleconference. Refer to this solicitation page on NSPIRES for schedule information and connection details.

O.5 PROPOSAL EVALUATION AND SELECTION

O.5.1 Proposal Review Criteria

The principle elements for proposal evaluation are the following: (1) Intrinsic Merit, (2) Relevance to NASA, (3) Management Plan, (4) Collaboration Plan, (5) Evaluation Plan, and (6) Budget/Cost.

O.5.1.1 Intrinsic Merit (30%)

The proposer shall address the following sub-elements to demonstrate the capability of the proposing organization or institution, staff, faculty, collaborators, and targeted students to achieve successful outcomes for the proposed project or program.

Evaluation of Intrinsic Merit includes consideration each of the following criteria (not listed in any order of importance):

Educational Merit:

- Degree to which the proposal shall contain a strong marketing and outreach plan to reach eligible audiences throughout the United States;
- Degree to which proposed effort offers innovative methods, approaches, and concepts for project or program;
- Degree to which proposed effort builds on lessons learned, evidence-based practices and educational research for administration and implementation of the project or program;
- Degree to which proposed effort is informed by educational and science research and customer need; and
- Degree to which the proposal provides clear goals and objectives that are aligned with NASA’s Education goals and objectives as described in the NASA Strategic Plan, and with CoSTEM priorities.

Management:

- Degree to which the proposal includes qualifications, capabilities, and experiences of the Principal Investigator (PI) and members of the senior management team; includes qualified and capable management team, including education, science,
technology, and/or engineering, NASA content knowledge, and evaluation expertise;

- Degree to which the proposed effort demonstrates clear goals and objectives that are aligned with NASA, the Office of Education, and the home organization or institution where the activity is to will reside;
- Degree to which the proposal presents a clearly organized and workable management plan for achieving research and educational goals and objectives, and includes clear lines of communication with NASA and other members of the collaborative team;
- Degree to which the proposal includes a feasible timeline per proposed activity year and milestones or benchmarks for success;
- Degree to which the proposal provides details of the organizational structure, including the Principal Investigator, the Co-Is, and the appropriate office at the lead organization or institution that is ultimately responsible for the overall performance of the activity;
- Degree to which the proposal provides a Work Breakdown Structure (WBS) for the proposed activity; and
- Degree to which the proposal identifies all customers (internal and external); specifies their needs and how these needs will be addressed.

O.5.1.2 Relevance to NASA (35%)

Evaluation of Relevance to NASA considers educational relevance and scientific relevance and includes consideration of each of the following criteria (not listed in any order of importance):

- Degree to which the proposed effort cultivates diversity and extends student access to existing NASA content;
- Degree to which the proposed effort utilizes NASA’s unique contributions to science, engineering, and exploration;
- Degree to which the proposed effort aligns with one or more of existing NASA projects or programs; and
- Degree to which the proposed effort aligns with NASA’s strategic goals and education objectives.

O.5.1.3 Collaboration Plan (15%)

Evaluation of Collaboration Plan includes consideration of each of the following criteria (not listed in any order of importance):

- Degree to which the proposed plan outlines all collaborators’ responsibilities and contributions to the proposed activity.
- Degree to which the proposed plan details any additional funding being provided by each collaborator.
● Degree to which the proposed plan provides a letter of support from each collaborator.

**O.5.1.4 Evaluation Plan (10%)**

The proposal shall adequately describe its process to obtain qualitative and quantitative data and identify clearly defined indicators that can be utilized to track student progress, research development, and quality of the activity infrastructure and programming by addressing each of the following (not listed in any order of importance), which will be evaluated for completeness:

- Describe an appropriate evaluation plan/process in place to document outcomes and demonstrate progress toward achieving objectives of proposed education activities. The forms of evaluation shall be based upon reputable models and techniques that are appropriate to the content and scale of the activity. Evaluation methods shall also provide useful information on the effectiveness and/or impact of the proposed activity, and how improvements will be implemented based on evaluation evidence.
- Identify an internal or external evaluator who will develop plans for an evaluation approach; develop or identify tools or processes for data collection; carry out evaluation tasks; conduct analyses; and provide formative and summative feedback to the project leadership throughout the life-cycle of the award.
- Describe how feedback from organizational/institutional staff, faculty, and students, collaborators, partners, and stakeholders will be obtained and utilized to improve proposed activities.
- Prove that the Evaluation plan shall be appropriate for the scope of the proposed effort.

**O.5.1.5 Budget/Cost (10%)**

The proposal shall clearly describe how the proposed budget is appropriate. Proposals shall include a detailed implementation/costing plan with a clear narrative that demonstrates how requested funds will be fully utilized during each year of the award period.

The following sub-elements shall be used in the evaluation of the **Budget/Cost** (not listed in any order of importance):

- Budget is determined to be adequate, appropriate, reasonable and realistic for all partners including education, science and/or engineering, NASA, and evaluation expertise.
- Indicates how the proposed budget is clearly aligned with proposal narrative. All budget line items are explained and justified.
- Includes sufficient travel funds to cover costs for the PI and other key staff to attend critical meetings, typically held in Washington, DC. Requested travel shall include purpose, the number of trips and expected location, duration of each trip,
airfare, and per diem.  
- Provides a budget justification on how funds will be allocated to support project personnel, travel, student scholarships or support, research funding, and subcontracts.  

Note: Foreign travel requests are not permitted in the budget request.

**O.5.2 Review and Selection Process**

Proposals shall be evaluated by a merit review process composed of the proposers’ professional peers (government and non-government), including science, engineering, education and evaluation experts, who have been screened ahead of time for conflicts of interest. Proposals will be reviewed and assessed on the number and significance of strengths and weaknesses as measured against each of the five criteria (Intrinsic Merit, Relevance to NASA, Collaboration Plan, Evaluation Plan and Budget/Cost) and their sub-elements.

In order to ensure a high level of detail with regard to proposal selections, even in the presence of budget uncertainties, the Selection Official may decide to defer selection decisions on some proposals while making selection decisions on others. If the Selection Official exercises this option, proposals will be categorized as “selected”, “not selected”, or “not selected at this time”. Proposals that are “not selected” at this time will be considered for a supplemental selection when circumstances allow. All proposers whose proposals are not selected at this time will eventually be notified whether their proposal is selected through a supplemental selection or is no longer being considered for a supplemental selection. NASA will provide debriefings upon request.

The Selection Official for the awards is Joeletta Patrick, MUREP Manager, NASA HQ, or other duly appointed NASA designee(s).

In evaluating the proposals, NASA will assign the following ratings for the five evaluation factors:

<table>
<thead>
<tr>
<th>Adjectival Rating</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excellent</td>
<td>A comprehensive and thorough proposal of exceptional merit with one or more significant strengths. No deficiency or significant weakness exists.</td>
</tr>
<tr>
<td>Very Good</td>
<td>A proposal having no deficiency and which demonstrates over-all competence. One or more significant strengths have been found, and strengths outbalance any weaknesses that exist.</td>
</tr>
<tr>
<td>Good</td>
<td>A proposal having no deficiency and which shows a reasonably sound response. There may be strengths or weaknesses, or both. As a whole, weaknesses not offset by strengths do not significantly detract from the Proposer’s response.</td>
</tr>
<tr>
<td>Grade</td>
<td>Description</td>
</tr>
<tr>
<td>-------</td>
<td>-------------</td>
</tr>
<tr>
<td>Fair</td>
<td>A proposal having no deficiency and which has one or more weaknesses. Weaknesses outbalance strengths.</td>
</tr>
<tr>
<td>Poor</td>
<td>A proposal that has one or more deficiencies or significant weaknesses that demonstrate a lack of overall competence or would require a major proposal revision to correct.</td>
</tr>
</tbody>
</table>

**O.6 AWARD ADMINISTRATION INFORMATION**

*O.6.1 Award Reporting Requirements*

The reporting requirements for award recipients under this solicitation will be consistent with Exhibit E in Appendix 8.0 of the *Grant and Cooperative Agreement Manual*. The following information may also be found in the Appendix:

**Within three months after award:**
- The awardee shall submit a management and budget plan (up to three years) with associated deliverables timeline, milestones and costing plan. Complete information will be provided to Cooperative Agreement awardees.
- The awardee shall submit an updated evaluation plan with input from the evaluator.

**Office of Education Metrics:**
- All institutional PIs having NASA Office of Education grants and cooperative agreements shall report performance data for the awarded project in the NASA Office of Education Performance Measurement (OEPM) online system. PIs will use the OEPM directly.
- Awardee impact metrics shall specify a plan for measuring NASA’s intended outcome (as appropriate) in addition to project-level metrics: Feedback on refining evaluation plans may be provided post-award in order to ensure alignment to our NASA/Federal outcomes. These will be defined in collaboration with awardees.
- Awardees shall use Project Activity Forms to report event-based information. These forms will be provided by the JSC MUREP Activity Manager.

**Annual reports:**
- The Educational Activity Report is due within 90 days after the expiration date of the award, regardless of whether or not support is continued under another Cooperative Agreement. This report shall be a comprehensive summary of significant accomplishments during the duration of the Cooperative Agreement.
An update of management plan (up to three years), including status of major tasks and a revised timeline if needed.

An Annual Progress Report is required each year no later than 60 days prior to the anniversary date of the Cooperative Agreement start date. The retention of funding for each year is contingent upon the receipt and approval of each Annual Progress Report. Funding requests will not be considered until the JSC MUREP Activity Manager approves this report.

At a minimum, the Annual Progress Report shall document the following:

1. Cooperative Agreement activities over the award’s period of performance;
2. Award accomplishments measured against the proposed goals and objectives;
3. Extent to which collaborations and/or partnerships have evolved;
4. Overall summary of current metrics and data; and
5. Plan of activities for the next year with an updated budget plan.

Monthly reports:

- Awardees shall submit a Monthly Report, which is a short, bulleted list of progress, accomplishments and any issues or concerns. A template will be provided by the JSC MUREP Activity Manager. The grantee shall brief this report at a monthly teleconference, to be scheduled in coordination with the grantee. The grantee’s submission of a Monthly Report and participation in monthly telecoms to brief the content of the report are mandatory under the Cooperative Agreement requirement.

O.7.2 Summary of Key Information

<p>| Total ESTIMATED annual budget for new activity | No specific budget is identified; selected proposals will be funded by the benefitting program. |
| Total available budget per proposal | Up to 500k (Fully Funded) |
| Number of new awards pending adequate proposals of merit | The number of proposals selected will be dependent on the availability of funds |
| Start date | Approximately 2-3 months after the selection announcement |
| Duration of awards | Up to 3 years |
| Award Type | Cooperative Agreement |
| Pre-proposal Conference (Optional) | April 17, 2015; 11 am CST |
| Due date for Notice of Intent to propose (NOI) | April 24, 2015 |</p>
<table>
<thead>
<tr>
<th>Due date for proposals</th>
<th>Proposal submissions will be accepted until 11:59 pm, June 26, 2015- Eastern Time, after which it is expected that the next day is June 27, 2015 and considered late.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Page limit for the central Scientific-Educational-Management section of proposal</td>
<td>Fifteen; see also Chapter 2 of the <em>NASA Guidebook for Proposers</em></td>
</tr>
<tr>
<td>Detailed instructions for the preparation and submission of proposals</td>
<td>See the <em>NASA Guidebook for Proposers</em> at <a href="http://www.hq.nasa.gov/office/procurement/nraguidebook/">http://www.hq.nasa.gov/office/procurement/nraguidebook/</a></td>
</tr>
<tr>
<td>Submission medium</td>
<td>Electronic proposal submission is required via NSPIRES or grants.gov; no hard copy will be accepted. See Chapter 3 of the <em>NASA Guidebook for Proposers</em>.</td>
</tr>
<tr>
<td>Web site for submission of proposal via NSPIRES</td>
<td><a href="http://nspires.nasaprs.com/">http://nspires.nasaprs.com/</a> (help desk available at <a href="mailto:nspires-help@nasaprs.com">nspires-help@nasaprs.com</a> or (202) 479-9376 from 8 am to 6 pm Eastern Time, Monday to Friday, excluding federal holidays).</td>
</tr>
<tr>
<td>Web site for submission of proposal via grants.gov</td>
<td><a href="http://grants.gov">http://grants.gov</a> (Contact Center is available by email at <a href="mailto:support@grants.gov">support@grants.gov</a>, or by calling 1-800-518-4726 and via website at <a href="https://grants-portal.psc.gov">https://grants-portal.psc.gov.</a>).</td>
</tr>
</tbody>
</table>
| Selection Official | Joeletta Patrick  
MUREP Program Manager  
NASA Headquarters  
Washington, DC 20546 |
| NASA point of contact concerning this project | Misti Moore  
NASA JSC MUREP Activity Manager  
NASA Johnson Space Center/AD4  
Houston, TX 77025  
Misti.M.Moore@nasa.gov  
All questions shall be submitted in writing by email. Please submit questions to: MUREPOPFAQ@nasaprs.com.  
Questions will not be accepted by phone except for teleconferences as noted above. Questions and answers will be posted online on NSPIRES. |