FAQ-1

NSTRF19 Frequently Asked Questions
As of September 6, 2018

For NSPIRES-related questions regarding the online preparation and submission of your application, e-mail nspires-help@nasaprs.com or call (202) 479-9376, Monday through Friday, 8 AM – 6 PM ET. There is also a Proposal Online Help site at http://nspires.nasaprs.com/external/help.do. NSPIRES tutorials are available at http://nspires.nasaprs.com/tutorials/index.html.

Date Added: The following questions (Q1-Q5) and answers (A1-A5) were included at time of solicitation release.

Q-1: What do the various “proposal status” types mean?
A-1: There are six different proposal status types:

- A pending proposal has a cover page that is in process, but the proposal is not yet linked to an organization. Only the student applicant (the PI in Phase A), can edit the cover page or upload documents in this status.
- A linked proposal has a cover page that is in process, and the proposal is linked to the organization that is going to submit it. During Phase A, a proposal must be linked to the NSTRF Proposal Submission Office which will submit the proposal after it has been released (and locked) by the student applicant/PI.
- A locked proposal cannot be edited. A proposal becomes locked when the student applicant/PI clicks the “Release to Org” button.
- A rejected proposal is returned by the NSTRF Proposal Submission Office to the student applicant/PI. This will only be done per request from the student applicant/PI. The proposal can then be edited by the student applicant/PI and re-released to the NSTRF Proposal Submission Office.
- A submitted proposal has been submitted to NASA by the NSTRF Proposal Submission Office on behalf of the student applicant/PI. Submitted proposals no longer appear on the PI’s Current Proposals/NOIs page. Submitted proposals are shown on the Submitted Proposals/NOIs page.
- A withdrawn proposal is pulled back from NASA by the NSTRF Proposal Submission Office at the request of the student applicant/PI. If this is done prior to the proposal due date, the proposal may be re-submitted (it will be given a new proposal number). After the proposal due date, the proposal cannot be re-submitted.

Q-2: How can I verify that my application has been submitted to NASA?
A-2: Once you release your application to the NSTRF Proposal Submission Office, your application will be submitted to NASA by this Office. It may take 1 – 2 business days for the application to display “Submitted” status in NSPIRES. You will receive an automatic e-mail from NSPIRES verifying submission of the Phase A application. Once an application has been submitted, it no longer appears on the “Current proposals/NOIs” screen. Select the “Submitted proposals/NOIs” link on the left side of the screen. Submitted proposals and NOIs are displayed here. Check with the NSPIRES Help Desk if you have questions about a submitted proposal.

Q-3: Can I request an extension for submitting my NSTRF application?
A-3: Extensions will not be given. It is strongly recommended that you begin your application
preparation early, familiarize yourself with both the solicitation and its associated instructions, and ensure you have a confirmed affiliation with the NSTRF Proposal Submission Office. Proposals must be released to the NSTRF Proposal Submission Office by the application due date and time identified in the solicitation.

Q-4: I expect to become a permanent resident of the U.S. Am I eligible to apply?
A-4: Only students who are citizens or permanent resident aliens of the United States at the time of application submission are eligible to apply.

Q-5: Should the Letters of Recommendation be addressed to anyone in particular?
A-5: The required Letters of Recommendation do not need to be addressed to anyone specifically. However, you may suggest that the letters be addressed to the NSTRF Team.