Alaska NASA EPSCoR

Travel Solicitation

Application and Instructions

Space is not just for Astronauts!

Affiliate Membership listed at:
http://spacegrant.alaska.edu

Alaska NASA EPSCoR Office
University of Alaska Fairbanks
207 Duckering Bldg
PO Box 755919
Fairbanks, Alaska 99775-5919
Phone: (907) 474-6833
FAX: (907) 474-2696
rebecca.lees@gi.alaska.edu
Alaska NASA EPSCoR Travel Solicitation

Introduction

Alaska NASA EPSCoR Program is currently soliciting travel applications from Affiliated University researchers to travel to NASA field centers or NASA headquarters to meet and initiate collaborative projects with NASA scientists. The Travel Program will provide funding of up to $1000 + match to foster direct collaborative research with personnel at one or more NASA field centers.

Purpose

Through the travel program, Alaska NASA EPSCoR Programs seeks to encourage the development of new collaborations, projects and proposals, with the ultimate goal of fostering the growth of NASA related funded research at Alaska institutions. Foreign travel is not allowed under this program. A post-travel report is due at the end of travel prior to travel cost reimbursement and should be submitted to the Alaska NASA EPSCoR Office within two (2) weeks of the completion of travel.

Eligibility

All full-time faculty at an affiliated Alaska institute of higher education may apply for these travel funds. Alaska Space Grant encourages the participation of PI’s who are women, under-represented minorities, or persons with disabilities.

Proposal

Proposals must be single-spaced with type size of at least 11 points and margins of at least one inch on all sides.

Each proposal must be in the following format:

1. **Travel Application Cover Page** (see attached)
   Please fill out the Travel Application cover page completely including the signature of the appropriate signing authority indicating that if awarded this proposal can be accepted.

2. **Project Description**
   A one page description of the proposed travel, including date of travel and location, how it will increase research capacity in Alaska, its relevance to NASA, and how the travel will benefit or facilitate the PIs research activities.

3. **NASA Collaboration**
   Name and contact information of potential NASA collaborator(s). A letter of support from the potential NASA collaborator significantly strengthens the possibility of funding.

4. **Budget**
   A simple budget, including an estimate of costs. *International travel cannot be funded.*
   In order to satisfy NASA grant matching requirements, the total award amount, must be
matched (cash or in-kind) 1:1 by the proposing institution(s) through non-federal funds. Faculty should contact the Alaska Space Grant Program office concerning this match requirement.

**Period of Performance**

Travel funds will be available on a first come first serve basis and must be expended within 6 months of award.

**Reporting Requirements**

A post-travel report is due at the end of travel prior to travel cost reimbursement and should be submitted to the Alaska NASA EPSCoR Program Office within two (2) weeks of the completion of travel. Any follow on collaborations, new proposals, and/or papers, that result from this travel grant must be reported to the Alaska NASA EPSCoR Program office.

**Proposal Submission and Selection Schedule**

**Dates | Deadlines**

- **Application Deadline:**
  All application materials, including supporting documentation, will be evaluated by the Alaska Space Grant Program office for eligibility. Eligible proposals will be awarded in a first come first served basis until all funds are expended. Incomplete or late applications will not be considered.

- **Award Announcement:**
  Applicants will be notified of award decisions by email within two weeks of proposal submission.

**Funding**

Awards are subject to availability of NASA funding.

**NASA Mission Directorates**

Information about the NASA Mission Directorates goals can be found at:

- Space Operations Mission Directorate: [http://spaceoperations.nasa.gov](http://spaceoperations.nasa.gov)
### A. Project Title

**Project Title:**

### B. Applicant Information

**Applicant/PI Name:**

- **First Name:**
- **Last Name:**
- **Position Title:**
- **Institution:**

**Address**

- **Address 1:**
- **Address 2:**
- **City:**
- **State:**
- **Zip:**
- **Email Address:**
- **Phone (Voice):**
- **(Fax):**

**Funds Requested:**

**Proposed Match (1:1 required):**

### Signature of Director/Dean:

**Gender**

- Female
- Male

**US Citizen**

- Yes
- No

**Permanent Resident**

- Yes
- No

**Ethnic Identity** (Voluntary, however if selected this information is required for NASA demographic study.)

- Asian
  - (specify ethnic group)
- White, Non-Hispanic
- Other
  - (specify ethnic group)
- Pacific Is
  - (specify ethnic group)
- Black, Non-Hispanic
- Decline to respond
- Hispanic
  - (specify ethnic group)
- American Indian or Alaska Native
  - (specify tribal affiliation)
- I have a disability. (A check mark indicates the applicant has a disability. Completion of this part of the applications is voluntary.)

### C. All Applications

Submit this cover sheet along with all other required application materials to:

- Rebecca Lees
- rebecca.lees@gi.alaska.edu

Subject: NASA EPSCoR Travel Application

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Rev 8/24/2010 dt