NASA Kansas Space Grant Consortium

Request for Proposals

Teacher Workshop Program

Due: August 11, 2025

Background

The NASA Kansas Space Grant Consortium (KSGC) Teacher Workshop Program (TWP) supports the development and implementation of Science, Technology, Engineering, and Mathematics (STEM) educator workshops. NASA is especially interested in helping teachers bring NASA-relevant material and content into middle-school classrooms.

KSGC affiliate proposals are competitively awarded by peer review. Multiple awards of between $15,000 – $50,000 each are anticipated. Affiliates must identify a $1.00 commitment for every NASA dollar requested (use of federal matching funds is not allowed). Matching funds can be real-dollar, in-kind, or waived/reduced indirect costs provided by the institution, industry, or private sponsors.

The majority of activity should be planned to take place between September 2025 and June 2026. Follow-up activities, such as reporting and program evaluations, can take place within three months following a workshop.

Proposals & Selection

Proposals should comply with the following guidelines:

1. The cover sheet should include the proposal title, all critical contact information, and a signature from the principal investigator's financial authority (showing the commitment to matching funds)
2. The proposal has a six (6) page length limit. The page limit excludes the cover sheet, budget, and related institutional pages. Also excluded from the page limit, the lead investigator should include a biographical sketch and current & pending support document formatted according to NASA guidelines.
3. Please utilize one-inch margins and a 12-point Times New Roman font.
4. Student participants receiving direct support must be U.S. citizens.

Workshop proposals are reviewed and considered for awards based on:

1. The objectives and responsiveness to NASA and specific mission directorate interests and goals
2. The impact on teachers and students
3. Specific metrics that demonstrate achievements (e.g., project S.M.A.R.T. goals, measurable outcomes, and milestones)

4. Plans to complete and meet all reporting and longitudinal tracking requirements, including the collection of teacher data (e.g., full name, demographic information, address, field of study, etc.) and compliance with Personally Identifiable Information (PII) data management expectations
5. Evaluation mechanisms, which demonstrate teachers utilize the workshop's NASA relevant materials, knowledge, and experience in their classrooms
6. The proposed budget's clarity and appropriateness

Please feel free to contact your Affiliate Representative or the KSGC Director, Linda Kliment (Linda.Kliment@wichita.edu), with any questions. Consult NASA's Learning Resources website, for additional helpful information (https://www.nasa.gov/learning-resources).

Submissions & Awards

Submit proposals to NASA in Kansas (nasainkansas@wichita.edu) and Linda Kliment (Linda.Kliment@wichita.edu), as a single PDF document of less than 1 MB size, via email any time before the deadline. Proposals will be reviewed and awards announced as quickly as possible, conditional on funding availability. All institutions submitting proposals must be willing and able to enter into a subaward agreement with Wichita State University under all applicable NASA terms and conditions.

Appendix - Additional Helpful Information

NASA Mission Directorates

Aeronautics Research Mission Directorate

Results achieved by NASA's aeronautical innovators through the years directly benefit today's air transportation system, the aviation industry, and the passengers and businesses who rely on those advances in flight every day. As a result, every U.S. commercial aircraft and U.S. air traffic control tower uses NASA-developed technology to improve efficiency and maintain safety.
https://www.nasa.gov/directorates/armd/

Exploration Systems Development Mission Directorate

The Exploration Systems Development Mission Directorate manages human exploration system development for lunar orbital, lunar surface, and Mars exploration. Artemis missions will open a new era of scientific discovery and economic opportunity on the Moon while validating operations and systems and preparing for human missions to Mars. Programs in the directorate include the Space Launch System rocket, Orion spacecraft, supporting ground systems, human landing systems, spacesuits, and Gateway.
https://www.nasa.gov/exploration-systems-development-mission-directorate/

Mission Support Directorate

The Mission Support Directorate enables NASA's missions by providing foundational support capabilities responsive to evolving mission needs. The directorate delivers services and capabilities that ensure NASA has the technical skills, physical assets, financial resources, and top talent to be successful while also providing novel, innovative, high-quality solutions and leading-edge enterprise services to empower NASA customers, partners, and employees.
https://www.nasa.gov/msd/

Science Mission Directorate

The Science Mission Directorate is an organization where discoveries in one scientific discipline have a direct route to other areas of study. This flow is something extremely valuable and is rare in the scientific world. From exoplanet research to better understanding Earth's climate to understanding the influence of the sun on our planet and the solar system, the directorate's work is interdisciplinary and collaborative.
https://science.nasa.gov/

Space Operations Mission Directorate

The Space Operations Mission Directorate maintains a continuous human presence in space for the benefit of people on Earth. The programs within the directorate are the heart of NASA's space exploration efforts, enabling Artemis, commercial space, science, and other agency missions through communication, launch services, research capabilities, and crew support.
https://www.nasa.gov/directorates/space-operations/

Space Technology Mission Directorate

Technology drives exploration and the space economy. NASA's Space Technology Mission Directorate aims to transform future missions while ensuring American leadership in aerospace. The directorate develops, demonstrates, and transfers new space technologies that benefit NASA, commercial, and other government missions.
https://www.nasa.gov/space-technology-mission-directorate/

S.M.A.R.T. Goals

S.M.A.R.T goals are:

S = Specific
M = Measurable
A = Attainable
R = Realistic and Results Focused
T = Timely and Trackable

Specific: Be precise about what you are going to achieve. A specific goal has a much greater chance of being accomplished than a general goal.

- Specify the target and the intended outcome.
- Define one outcome per objective.
- Be specific about what will be achieved by avoiding vague verbs. Some examples of vague verbs are "know" and "understand".
- Make sure the objective is linked to the goal.

Measurable: Set criteria for measuring progress toward the attainment of each goal you set.

- Use measures as indicators of program success.
- If possible, establish a baseline.

Attainable: Define the ways that you will accomplish the goals.

- Consider attitudes, abilities, skills, and financial capacity needed to reach the goals.
- Look for opportunities for achieving the goals.

Realistic: A goal must embody an idea toward which you are both willing and able to work. Be sure that your goal represents substantial progress.

- Define the resources needed, which may include time commitment and workforce.
- Identify all partners needed and the stakeholders.
- Consider if the measures are realistic. For example, if the baseline from the previous year was 2%, is a 1% increase in the upcoming year realistic?

Timely: A goal should be carried out within a specific time frame. With no time frame tied to the goal, there is no sense of urgency for its completion.

- Provide a timeframe.
- Consider the risks associated with falling behind schedule.

Here is an example of a few S.M.A.R.T. goals:

- By January 2026, at least 25 middle-school STEM teachers will have participated in the program.
- Follow-up surveys, conducted 3 months after the workshop, will verify that at least 90% of the participants are using NASA and workshop material and experiences regularly in the classroom.