

MSGC Reporting Requirements Research Seed Grant

Send all correspondence to MSGC Program Manager Brenda Vyletel; bvyletel@umich.edu

STUDENT DATA

- Upon proposal acceptance, an Excel spreadsheet will be sent to the applicant. This is for gathering demographics information for college/university students involved in the program. Students who are direct funded or work over 160 hours on the program must be willing to provide this information.
- By January 31, 2021, send the completed spreadsheet for **college/university** students who will have worked (or will likely work) >160 hours between September 2020 and August 2021 or receive any direct funding (either MSGC or matching funds). The number of hours effort and amount of MSGC funding provided will need to be reported. These students will also be asked to respond to one short email per year, long-term, for the purpose of NASA program evaluation. Changes/updates due May 31, 2021.

NASA OEPM REPORTING FORM – Due May 31, 2021

NARRATIVE REPORT

- Deadlines:
 - Jan. 31, 2021 Short progress report due – Touch on all points below
 - May 31, 2021 Final Report due
- Describe the following in **5 pages or less**, 1" margins, Arial 11-point font.
 - The big-picture goal of the research (What is the larger context? How would you explain the importance of the research to your next-door neighbor?)
 - The research completed and conclusions reached.
 - How the research was relevant to NASA Strategic Goals and Objective
 - Activities, beyond research, that took place during the period of performance (eg. MSGC-supported travel experiences)
 - How the funding was used and verification of cost-shared amount (including breakdown by cash and in-kind)
 - As appropriate, details on collaborations between universities, university departments, industry, faculty, students, etc. (specify disciplines).
 - Self-evaluation of the impact of the experience on intended career path
- **Appendices:** In addition, provide the following (**pages are in addition** to report components noted above):
 - A. Papers, presentations, proposals, announcements, news articles, press releases resulting from MSGC funding
 - B. Timetable, including any milestones such as start/stop dates of research, events (eg. travel), and products (eg. presentations).
 - C. 1-5 photographs relevant to the program, preferably involving people, with captions. Each person with a recognizable face must have signed a photo-release form.

REGARDING PRESENTATIONS AND PUBLICATIONS

- Researchers submitting NASA-funded articles in peer-reviewed journals or papers from conferences now shall make their work accessible to the public through NASA's PubSpace at <https://www.nasa.gov/open/researchaccess/pubspace>. PubSpace provides free

access to NASA funded and archived scientific publications. Research papers will be available within one year of publication to download and read.

- Papers and presentations should acknowledge funding using, “This work funded (partially funded) by Michigan Space Grant Consortium, NASA grant #NNX15AJ20H.”