NASA's Universe of Learning Mini-Fund Application

2018 Application

Thank you for your interest in NASA's Universe of Learning mini-funds. Please complete the following application to be considered for an award of up to $2500 to support your organization in its design and implementation of a Universe of Learning program.

Click here to download a preview of this application. **Institutions must be U.S. ASTC members in good standing to receive a mini-fund.**

Completed applications must be submitted by June 4 at 11:59 PM ET.

1. Your contact information:

Name

Institution (official name, no acronyms please)

Address

Address 2

City/Town

State

ZIP

Email Address

Phone Number

2. Is your institution an ASTC member?

Yes

No

I don't know

Program requirements and guidelines

Please review the following required elements and program characteristics for a NASA's Universe of Learning program. Proposed programs must demonstrate the following elements:

Required elements of successful applications for mini-funds:

- The described project **uses NASA's Universe of Learning Resources** to reach audiences via a program, event, exhibit, planetarium show, or other learning experience. (May use other resources as well.)
- The project can be **documented as a model that is transferable to other organizations.**
- Proposing organization has staff who have **participated in UoL webinars/Community of Practice.**

The following are preferred characteristics of proposed projects:

- Project broadens participation/reaches targeted audiences underserved by STEM opportunities such as girls, underrepresented minorities, people with disabilities, rural audiences, etc.
- The project draws on strengths of your institution, e.g., multidisciplinary expertise, in-house resources, experiences with targeted audiences, etc.
- The project takes advantage of subject matter experts from NASA's Universe of Learning, e.g., virtual or face-to-face speakers; review of science content; access to data/images, etc.

Guidelines:

- Audience size: Short-duration programs should engage larger numbers, programs reaching smaller numbers should emphasize a deeper connection, multi-session experience, etc.
- Other selection factors will include geographic distribution; institutional diversity; programmatic variety.

Tell us about your program idea

3. Briefly describe your program idea (300 words or fewer).

4. What are your program goals?

5. When do you plan to implement your program? Program activity must take place between July 1 and December 31, 2018. Final reports are due February 28, 2019.

Start date: MM/DD/YYYY

End date: MM/DD/YYYY

6. Briefly describe how you plan to implement your program.

7. What format types will you most likely use for your programming? Mark all that apply.

- Events
- Workshops
- Camp program
- Afterschool program
- Weekend program
- Family program
- Exhibit
- Planetarium show
- Cart activities
- Demonstrations
- Interpreter activities
- Another type of programming (please specify)

8. What is your timeline? Create a brief list below highlighting major deadlines, events, and tasks.

9. Would you like program assistance from a subject matter expert?

- Yes
- No
- Maybe

10. What Universe of Learning Resources will you use? Mark all that apply.

- Activities
- Images
- Videos/Visualizations
- Subject Matter Experts
- Other (please specify)
- Websites
- Exhibits
- Online Interactives
- Posters

11. Are there any other details about your program idea you would like reviewers to know?

Tell us about your audience

12. Who is your target audience?

Will you recruit participants through any established partnerships?

Yes

No

Maybe

Not sure

14. If you answered "yes" or "maybe", please tell us about the partnership, e.g school, community group, program partners, etc.

15. What is the anticipated number of program participants/attendees?

16. In what way will your program help NASA's Universe of Learning achieve its goal of reaching populations traditionally underrepresented in or underserved by science learning opportunities?

Budget

17. **Briefly list** your budget breakdown for this award of $2500, e.g., staff time-$700, materials-$1500, marketing/design-$300. If you receive an award, you may be asked to submit a more detailed budget.

18. How do you anticipate documenting your program model? Program documentation must be in a format that can be shared with other organizations. Check all that apply and add more ideas as needed.

- Activity guide/slesson plans
- Photos/video
- Activity and program lists
- Exhibition planning guide
- Demonstration guide/script
- Planetarium show guide/script
- Event guide
- More ideas

* 19. If you are selected to receive an award of $2500, you will be expected to:

- Have an authorized representative at your organization sign and return a memorandum of agreement (MOA).
- Implement a NASA's Universe of Learning Program Model.
- Provide documentation that would help other institutions to run a similar program.
- Submit a final online report on your program to the Universe of Learning by February 28, 2019 (template will be provided).

If you fail to complete these requirements, you will be asked to return the funds.

Yes, I agree to these terms.

No, I don't agree to these terms.