



National Aeronautics and Space Administration

Notice of Funding Opportunity Title	Topical Workshops, Symposiums, and Conferences (TWSC-24) in Space and Earth Sciences and Technology
Omnibus Funding Opportunity Number	NNH24ZDA002N (https://go.nasa.gov/twsc24nofo)

Introduction

Please read this entire document first before you begin to prepare your grant application. It describes the contents of this zip file and provides reference documents for applying to this NASA funding opportunity via Grants.gov. Note that NASA requires that all attached documents be PDF format; other document types will not be accepted.

Contents

The following documents are included in this zip file:

1. READ ME.pdf: This document, which provides NASA specific instructions.
2. PDF Forms:
 - a. ProposalSummary.pdf: This is a writeable PDF form for the project summary, into which you can write, or copy and paste, your project summary. The SF 424 form family used by Grants.gov requires an attached document for the project summary. NASA requires that you use this PDF template for that attachment. Note that the maximum length of the proposal summary is 4000 characters (including spaces).
 - b. TWSC24_PSD.pdf: This is a writeable PDF form that contains questions specific to this program. These questions are referenced in the solicitation announcement. NASA requires that you provide the answers in this document and attach the document to the NASA Other Project Information form in your application.

Total Budget File

This is a reminder that unlike ROSES proposals, there is **no need** for a separate "Total Budget" file. See Section 4.2.2 of the TWSC solicitation. All budget costs should be included in the budget justification.

Special note for Dual Anonymous Peer Review (DAPR) proposals

Please note that the solicitation **does not participate** in Dual Anonymous Peer Review. The proposal should not be anonymized. Section 5 of the TWSC solicitation describes the evaluation process and criteria.

Team Member Commitment

Grants.gov does not support the electronic commitment of team members (as will be done for proposals submitted via NSPIRES). Thus, statements of commitment from all team members

must be provided as letters attached to the proposal application at the place(s) specified by Grants.gov. This statement must include confirmation of both the team member role in the proposed effort (e.g., Co-Investigator, collaborator) and the identification of the organization through which the team member will be participating. Reference *ROSES Summary of Solicitation*, Section IV(b)(v).

NSPIRES Registration

Grant researchers (PIs) do NOT need to register with Grants.gov. However, every individual named in the proposal as a proposing team member in any role, including PI, Co-investigators, and collaborators, must be registered in NSPIRES (<http://nspires.nasaprs.com>) and such individuals must perform this registration themselves; no one may register a second party, even the PI of a proposal in which that person is committed to participate. This data site is secure and all information entered is strictly for NASA's use only. Additionally, the PI's organization must be registered in NSPIRES (note that this can take many days if a SAM registration for the organization is not already in place) and the PI must have a confirmed Affiliation with that organization in NSPIRES.

References

The following references will help you prepare, complete and submit your grant application. If you cannot click on any hyperlinks included below, please copy and paste the complete URL into your browser. Please refer to the complete solicitation announcement or program element page on NSPIRES for any amendments. In addition, if you receive notification from Grants.gov that the application package has been updated, check the program element index page on NSPIRES.

The complete Notice of Funding Opportunity (NOFO)/ NASA Research Announcement can be found on the TWSC-2024 solicitation index page, at the following URL:

<https://go.nasa.gov/twsc24nofo>

The *NASA Proposer's Guide* can be found at: <https://www.nasa.gov/general/grants-policy-and-compliance-team/#section-2>

The Portable Document Format (PDF) templates included in this zip file are specially created forms that allow you to edit and save data in the form without using a PDF writer. The data saved in these forms is stored in XML format. In order to use these forms, you must use the free Adobe Acrobat reader version 7.0 or later. The Adobe Acrobat Reader can be downloaded at the following URL: http://www.adobe.com/products/acrobat/readstep2_allversions.html.