ISS NATIONAL LABORATORY®
CENTER FOR THE ADVANCEMENT OF SCIENCE IN SPACE

INFORMATION REQUESTED FOR THE ONLINE STEP 2: FULL PROPOSAL FORM FOR THE ISS NATIONAL LAB RESEARCH ANNOUNCEMENT FOR FOLLOW-ON PROJECTS: NLRA 2025-1

Proposals must be submitted electronically using the online proposal portal. This document provides a detailed list of the information requested in the form. Offerors should prepare responses offline, using this document as a guide, before entering the required information. All sections of the form must be completed. Required fields are indicated with a "Yes" in the "Required" column.

Information Requested	Required	Description
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APPLICANT INFORMATION		
Type of submission		Choices: New, Resubmission For proposals previously submitted in response to this or another ISS National Lab solicitation, "Resubmission" should be chosen. Feedback from the prior submission should be incorporated into resubmissions.
Principal investigator (PI)	Yes	List a single principal investigator (PI) who is a U.S. person that will be responsible to the offeror's organization for the scientific and technical direction of the project. CASIS can only accept proposals from and award projects to U.S. persons (as defined below). The offeror may have non-U.S. persons on the team as subcontractors or participants, but the offeror's organization (or Entity), the PI and the co-PI must all qualify as U.S. persons.
PI email	Yes	Provide the email address of the PI. An email address is required to submit a Step 2: Full Proposal.
PI phone		Provide the offeror's telephone number.
PI position/title		Provide the offeror's position or title.
PI citizenship status	Yes	A U.S. person is a natural person who is a lawful permanent resident as defined in 8 U.S.C. 1101(a)(20) or who is a protected individual as

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		defined by 8 U.S.C. 1324b(a)(3). It also means any corporation, business association, partnership, society, trust, or any other entity, organization, or group that is incorporated to do business in the U.S. It also includes any governmental (federal, state, or local) entity.
Country of citizenship	Yes	Select the PI country of citizenship. If dual citizenship is held by the PI, please indicate the non-US country.
Attach PI Profile and Certifications Compliance Form (as one PDF file)	Yes	Complete the PI Profile and Certifications Compliance Form provided and attach signed PDF here.
Attach Co-PI Profile and Certifications Compliance Form(s) (as one PDF file)		(If applicable) Complete the Co-PI Profile and Certifications Compliance Form provided and attach signed PDF here.
Proposed changes to the agreement	Yes	Choices: Yes, No Indicate if the PI or the proposing organization has requested changes to the terms and conditions of the user or grant agreement.
Contract manager	Yes	Provide the name of the proposing organization's contract manager.
Contract manager email	Yes	Provide the email address of the contract manager.
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ORGANIZATIONAL INFORMATION		
Organization legal name	Yes	Provide the name of the institution/organization at which the PI is employed.
Organization registration	Yes	Choices: U.S. Entity, Non-U.S. Entity Specify the type of entity under which the institution or organization is registered.
In which state is the organization incorporated/based?		Identify the U.S. state or territory in which the company is registered.
Organization type		Choices: Commercial, Academic, Government, Nonprofit
Organization address	Yes	Provide the address of the institution/organization.
Is the offeror's organization registered with SAM.gov?	Yes	Offerors seeking funds from CASIS must register with SAM.gov. To register, visit https://sam.gov/content/entity-registration.

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Attach PDF copy of SAM.gov entity registration	Yes	Offerors must attach a PDF copy of the Entity Core Registration as part of their proposal submission.
Organization Unique Entity ID	Yes	Unique Entity IDs (UEI) are issued by the U.S. General Services Administration (GSA) via the System for Award Management (SAM.gov). SAM registration is required to submit a Step 2: Full Proposal.
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PROPOSAL SUBMISSION		
Line of Business	Yes	Select the ISS National Lab line of business being applied for.
Title of project	Yes	Provide a title for the proposed project. (150-character limit)
Brief project description	Yes	In clear and concise layman's terms, provide up to three sentences that summarize the project. This description is for potential use in ISS National Lab and NASA external communications with the public and media. Do not use acronyms, jargon, abbreviations, or any proper names (including the name of the business/organization, or any trade or product name) in this brief project summary. (500-character limit)
Key words	Yes	Enter the most relevant words which describe the proposed project.
Project objectives	Yes	Summarize the proposed project. Explain the vision and rationale and how the project demonstrates effective use of the ISS National Lab. For STEM education projects, also explain the educational plan, including the target audience(s), anticipated number of participants, engagement plan, and learning goals. Describe any curriculum support materials that will be developed for the project. Define the expected learner outcomes and impact. Briefly describe the formative and summative evaluation tools that will be used to track outcomes and learner impact during and post program delivery. (1,400-character limit)
Rationale for the ISS	Yes	Explain how the project demonstrates effective use of the ISS National Lab. (1,000-character limit)

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Commercial applications and other Earth benefits	Yes	Summarize anticipated project outcomes and their value. For non-STEM education projects, describe how successful results would contribute to potential future commercial applications and/or public benefits, noting the market size or projected reach. Provide sources for market size, value, affected population, or other statistics. For STEM education projects, describe the project's educational impact, including: • Alignment with Next Generation Science Standards and contributions to U.S. space research or workforce development. • Experiential learning opportunities provided. • Metrics for assessing STEM engagement. • Use of partnerships in executing the STEM engagement plan. (1,400-character limit.)
Suppliers of support and/or commitment letters		If the offeror has received letters of commercial support or letters of commitment from collaborators, list the names of those organizations (or individuals) here. The offeror must attach the letters of support to the main proposal pdf.
Implementation Partner		An Implementation Partner is required for flight projects. Identify the Implementation Partner the offeror has selected for the project.
Describe if other Implementation Partner		If the Implementation Partner is not in the above list, please enter the information here.
Does this proposal contain information and/or data that is subject to Export Administration Regulations (EAR)? (If yes, provide the ECCN in the follow-up question)	Yes	U.S. export control laws and regulations include, but are not limited to, the requirements of the Arms Export Control Act, 22 U.S.C.2751- 2799, including the International Traffic in Arms Regulation (ITAR), 22 C.F.R. 120-130.; and the Export Administration Act, 50 U.S.C. app. 2401-2420, including the Export Administration Regulations, 15 C.F.R. 730-774; including the requirement for obtaining any export license or other approval.

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Provide the Export Control Classification Number (ECCN)	Yes, if selected	If the answer to the above question was yes, provide the Export Control Classification Number. The ECCN is a five-character alphanumeric key used to classify U.S. exports. By selecting Yes, the submitter shall ensure all pages of this proposal are properly annotated.
Does this proposal contain information and/or data that is subject to the International Traffic in Arms Regulations (ITAR)? (If yes, provide the USML Category in the follow-up question)	Yes	U.S. export control laws and regulations include, but are not limited to, the requirements of the Arms Export Control Act, 22 U.S.C.2751- 2799, including but not limited to the International Traffic in Arms Regulation (ITAR), 22 C.F.R. 120-130.
Provide the United States Munitions List (USML) category	Yes, if selected	If the answer to the above question was yes, provide the United States Munitions List (USML) Category (85 FR 4136) for the product. (Dropdown of categories will be listed.) By selecting "yes," the offeror shall ensure all pages of the proposal are properly annotated. https://www.ecfr.gov/current/title-22/chapter-I/subchapter-M/part-121
Total project budget ($)	Yes	Indicate the total cost of the project, including Implementation Partner costs. This number will be the total for Total All Sources (Cell G49) in the Budget Summary tab of the budget template completed by the offeror.
ISS National Laboratory funding requested ($)	Yes	Indicate the amount of funds the offeror requests of the ISS National Lab to cover internal project costs related to payload development. This number will be the total for ISS National Lab Funding (Cell G44) in the Budget Summary tab of the budget template completed by the offeror.
Does the offeror's organization have an approved indirect rate agreement with a U.S. government agency?	Yes	CASIS shall recognize and apply to all grant agreements any approved federally recognized indirect cost rate that has been negotiated between the offeror and a U.S. government agency. If the offeror's organization has such an indirect rate agreement, attach written evidence of its existence in the proposal PDF file.
For this proposal, what indirect cost rate (percentage) is being used?		Enter the indirect rate used in the calculations in the project budget (Excel) template.

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		This is taken from item #7 on the Budget Summary tab of the ISS National Lab Budget Template.
Attach the project budget (as one Excel file)	Yes	The project budget is a required submission. It must be submitted as an Excel file and follow the same format as the budget template provided. See the Budget Section of the solicitation proposal instructions for details.
Attach the proposal (Affix the provided <u>signed</u> cover page to the proposal and include all required attachments not already uploaded above. Submit proposal and all remaining attachments as one PDF.)	Yes	Unless otherwise specified, all required elements must be included in a single PDF file with the proposal. These components are: • Cover page • Biographical sketch • Literature cited • Data management plan Additional attachments may also be required, depending on the proposal's scope: • Preliminary Experiment Requirements Document (P-ERD) • Implementation Partner Statement of Work • Approved Indirect Rate Agreement • Copy of Institutional Animal Care and Use Committee (IACUC) Approval • Vertebrate Animal and Higher Order Cephalopod Section (VACS) • Letters of support • Iterative Research Multiple Flight Questionnaire • Supporting plans and technical data
Additional applicant comments		Optional: In the space provided, enter any necessary comments pertaining to the proposal submission. (1,400-character limit.)