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

INFORMATION REQUESTED FOR THE ONLINE STEP 2: FULL PROPOSAL FORM FOR
ISS NATIONAL LAB RESEARCH ANNOUNCEMENT (NLRA) 2025-6: LEVERAGING THE ISS NATIONAL LAB FOR STEM EDUCATION AND WORKFORCE DEVELOPMENT

Proposals must be submitted electronically using the online proposal portal. This document lists the information requested in the online proposal form. Offerors are advised to work offline using the information contained in this document as a reference before entering information into the online form. Offerors must complete all sections of the online proposal form. Required information is indicated with a "Yes" in the "Required" column.

Information Requested	Required	Description
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APPLICANT INFORMATION		
Type of submission	Yes	Choices: New, Resubmission If you are submitting this proposal to CASIS for the first time, choose "New." If you have previously submitted this proposal in response to an ISS National Lab solicitation, select "Resubmission." For resubmissions, please incorporate any feedback received from your previous submission.
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 at U.S. entities. The offeror may have non-U.S. persons on the team as subcontractors or participants, but the PI and co-PI must be 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.

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PI phone		Provide the offeror's telephone number.
PI position/title		Provide the offeror's position or title.
PI citizenship status	Yes	Choices: U.S. Person, Non-U.S. Person 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 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's country of citizenship. If there is dual citizenship, please identify the non-U.S. country.
Attach PI Profile and Certifications Compliance Form (as one PDF file)	Yes	Complete the PI Profile and Certifications Compliance Form provided and attach the 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 the signed PDF here.
Proposed changes to the agreements	Yes	Select whether or not you have indicated on the proposal cover sheet that the PI and/or offeror's organization has requested changes to the user or grant agreement document terms and conditions.
Contract manager	Yes	Provide the name of the contract manager at the offeror's organization.
Contract manager email	Yes	Provide the email address of the contract manager.
Project collaborator (if any)		(If applicable) A collaborative proposal represents a joint effort wherein researchers from multiple organizations come together to pursue a shared research endeavor, typically in response to a common research announcement. Each participating organization submits its own proposal outlining its contributions to the overall project. In this context, please furnish the name of any PI with whom the offeror is collaborating, along with the title of their affiliated organization (e.g., Dr. John Doe, Major University).
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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
In which state is the organization incorporated/based?		Identify the U.S. state or territory in which the organization is legally registered or headquartered.
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.
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		
Title of project	Yes	Provide a title for the proposed project.
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.
Key words	Yes	Enter the most relevant words that describe the proposed project.
Project objectives	Yes	In one or two paragraphs, summarize the proposed project. Outline the vision and rationale and how the project demonstrates effective use of the ISS National Lab. Include primary goals and deliverables. • Briefly describe the offeror's organization and key personnel. Include the expectations for

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		operational support from the ISS National Lab (e.g., support from the ISS National Lab STEM Education team for things such as competition judging; support from the ISS National Lab Payload Operations team if the project is a flight project). • Summarize the educational and/or workforce development plan (e.g., brief information on target audience(s), anticipated number of participants, engagement plan, learning goals, curriculum support materials, expected learner outcomes and impact, and plans to sustain project funding after award).
Rationale for the ISS	Yes	For flight projects, clearly describe why conducting the project in space is inherent to the project's success. For nonflight projects, clearly describe why the use of ISS National Lab resources is needed for the project.
STEM education and/or workforce development impact	Yes	Discuss the anticipated educational impact of this project in terms of the following: • Ways the project utilizes Next Generation Science Standards and advances U.S. leadership in space-based research or industry-related workforce development • The nature of any experiential learning that the project provides • Mechanisms, metrics, and time frame for measuring STEM education engagement • Degree to which partnerships are utilized in implementing the STEM education engagement/workforce development plan
Project sponsor(s)		Enter the name(s) of any agencies or organizations (aside from the offeror and CASIS) who are financial sponsors of the project, i.e. they have committed to providing funding to the project.
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 to the proposal.
Implementation Partner	No	If a flight project is proposed, identify the Implementation Partner the offeror has selected for the project.

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Other Implementation Partner (if not listed above, please describe)	No	If the offeror's selected Implementation Partner is not in the above list, please enter their 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.
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.)
Total project & implementation cost ($)	Yes	Enter the total cost of the project, including Implementation Partner costs, if applicable. This number will be the total for Total All Sources (Cell G49) in the Budget Summary tab of the budget template completed by the offeror.
ISS National Laboratory funding requested ($)	Yes	Enter 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.

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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. 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 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	Required attachments to the proposal not uploaded separately are: Cover page template, biographical sketch, literature cited, Preliminary Experiment Requirements Document (P-ERD), Implementation Partner Statement of Work, Data Management Plan, Approved Indirect Rate Agreement (as applicable), Copy of Institutional Animal Care and Use Committee (IACUC) Approval (as applicable), Vertebrate Animal and Higher Order Cephalopod Section (VACS) (as applicable), and SAM.gov Registration. Additional proposal attachments to append to the PDF file may include letters of support, Iterative Research Multiple Flight Questionnaire, and supporting plans and technical data.
Additional applicant comments		In the space provided, enter any necessary comments pertaining to the proposal submission.