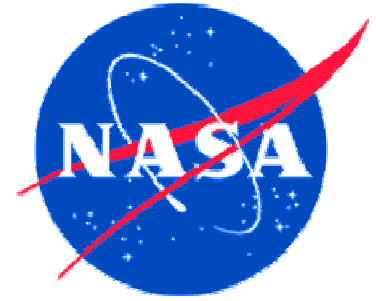


National Aeronautics and Space Administration



U.S. ARISS Proposal Process

Trinesha M. Dixon
Teaching From Space



National Aeronautics and Space Administration

**Proposal Instructions
Amateur Radio on the International Space Station (ARISS)
January 15 – July 15, 2012**

While aboard the International Space Station, crews participate in live amateur radio contacts, also known as ARISS contacts. ARISS is a NASA Education activity that uses the unique environment of space flight to increase student interest in science, technology, engineering and mathematics.

ARISS radio contacts last approximately 10 minutes and provide students and educators the opportunity to interact with crewmembers through a question and answer session. An ARISS radio contact should not be an isolated one-day event, but should be part of a well-planned education experience. Participants should have the opportunity to engage in a variety of interdisciplinary pre- and post-contact activities.

The purpose of the proposal is for you to provide NASA with the relevant information needed to evaluate your proposed ARISS radio contact and surrounding education plan. All prospective organizations must submit a completed proposal form to ISC-TFS-ARISS@mail.nasa.gov no later than **July 15, 2011**.

Prior to completing this proposal form, it is **strongly recommended** that you read "ARISS: A Planning Guide". The planning guide can be obtained by contacting Teaching From Space, a NASA Education office, at ARISS@mail.nasa.gov or (281) 244-2320.

Please read the following information carefully.

- Respond to **every item** on the proposal form. Do not leave items blank.
- Use the current proposal form. Older versions of the proposal form **will not be accepted**.
- Although customer preference is taken into consideration when NASA schedules ARISS radio contacts, final dates and times are determined by mission requirements. Requesting one specific day is often something that cannot be accommodated.

U.S. ARISS Proposal Process

THE PROCESS

Proposal Process

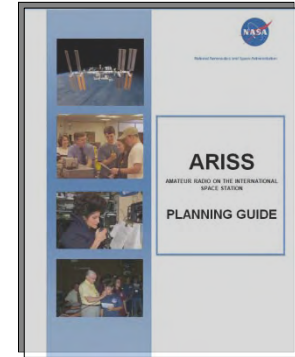
Teaching From Space and the US ARISS team implemented a new process for attracting education organizations and soliciting proposals from these organizations for ARISS radio contacts.

- Competitive Process
 - Request For Proposals
 - Proposal Review and Selection
- Focus on comprehensive education plan
 - Organizations generate and implement education plan that surrounds the ARISS radio contact.
- Technical information solicited subsequent to selection
 - ARISS mentors volunteer to help organizations prepare for the technical aspect of an ARISS contact.

Request For Proposals

NASA, ARRL, and AMSAT widely distributed an announcement for the ARISS radio contact opportunity.

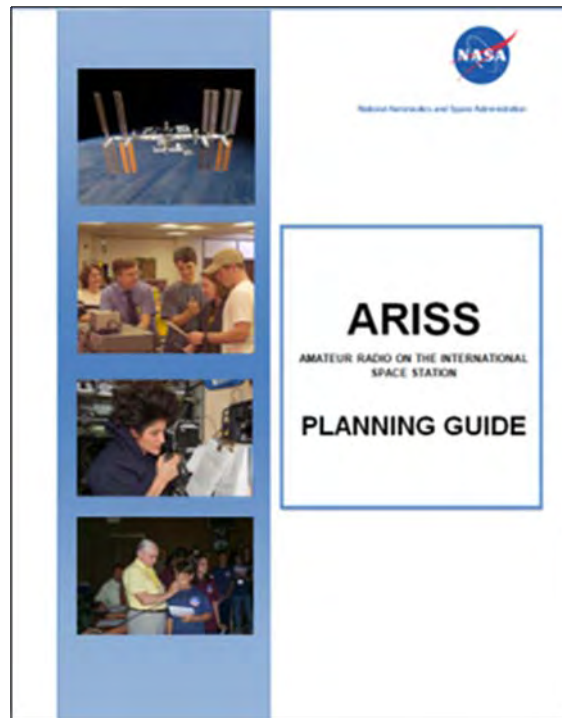
- Generally two proposal cycles a year
- Opportunity announcement
 - The NASA Express message reaches over 18,00 subscribers
 - NASA twitter reaches over 1.4 million followers
 - The Teaching From Space webpage featured the opportunity
 - ARRL
 - Conferences and workshops
- Organizations submit inquiry to Teaching From Space
 - Teaching From Space provides a planning guide and the proposal form
- Organizations submit proposal to Teaching From Space
 - Teaching From Space provides an acknowledgement of receipt to organization



Proposal Review and Selection

Proposals for ARISS radio contacts are reviewed by a team of educators and amateur radio experts.

- Teaching From Space vets the submitted proposals and provides the selection committee with the proposals for evaluation
- The selection committee evaluates proposals on merit in four overarching categories
 - Education
 - Logistics
 - Outreach
 - Evaluation
- Selected organizations are notified and begin implementation of their education plan.



U.S. ARISS Proposal Process

THE PLANNING GUIDE

Purpose

To inform interested organizations of education, technology, outreach, and reporting requirements associated with an ARISS contact.

- Preparing for the education component
- Preparing for the technology component
- Preparing for the media component
- Pre- and Post- ARISS contact requirements

Preparing Education Plan

The organization hosting an ARISS radio contact, not ARISS, is responsible for creating and implementing a comprehensive education plan.

- Plan pre-contact activities to build momentum and interest prior to the radio contact.
- Plan post-contact activities to continue momentum and interest following the radio contact.
- Plan integration of radio technology into curriculum.
- Plan interdisciplinary activities.
- Utilize NASA and amateur radio education resources.
 - NASA education resources
 - ISS resources
 - ARRL education resources

Preparing Technology

Organizations in partnership with local radio operators setup the necessary technology for an ARISS radio contact.

- Technology requirements for direct contacts
 - Two radio stations
 - ISS tracking software
- Technology requirements for telebridge contacts
 - Two telephone lines
- Venue guidelines
 - Room layout
 - Rehearsal



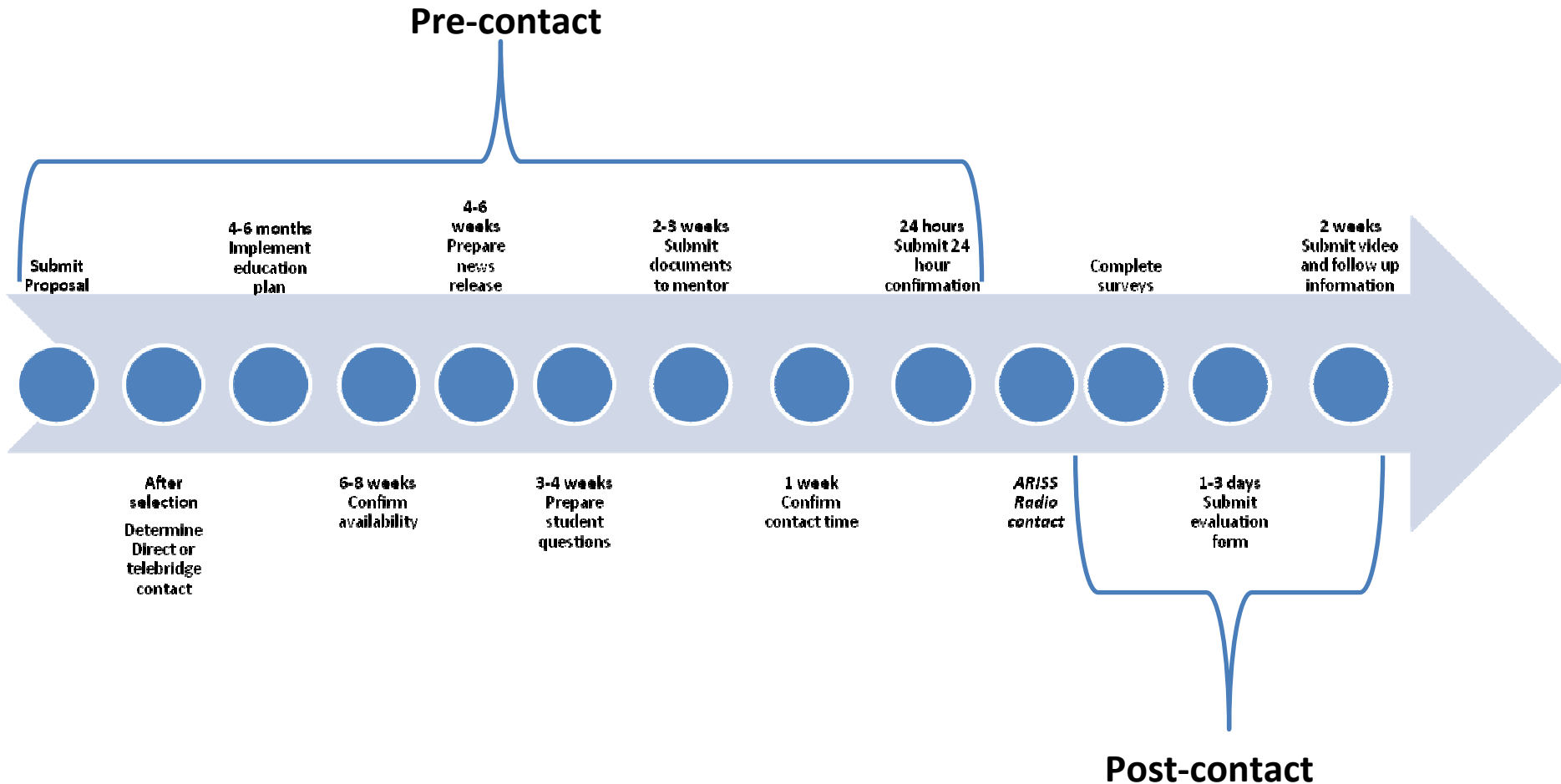
Preparing for Media

The organization hosting an ARISS radio contact is encouraged to invite VIPs and educate the community about the event.

- VIPs
- Press Release
 - State and local media
 - School district
 - Social media
 - School blog
 - Community events
- Talent Authorization Forms
 - Required for all participants (adults and students)
 - Video
 - Photographs

Timeline

The timeline informs the organization of pre-contact and post-contact tasks associated with hosting an ARISS radio contact.





National Aeronautics and Space Administration

**Proposal Instructions
Amateur Radio on the International Space Station (ARISS)
January 15 – July 15, 2012**

While aboard the International Space Station, crews participate in live amateur radio contacts, also known as ARISS contacts. ARISS is a NASA Education activity that uses the unique environment of space flight to increase student interest in science, technology, engineering and mathematics.

ARISS radio contacts last approximately 10 minutes and provide students and educators the opportunity to interact with crewmembers through a question and answer session. An ARISS radio contact should not be an isolated one-day event, but should be part of a well-planned education experience. Participants should have the opportunity to engage in a variety of interdisciplinary pre- and post-contact activities.

The purpose of the proposal is for you to provide NASA with the relevant information needed to evaluate your proposed ARISS radio contact and surrounding education plan. All prospective organizations must submit a completed proposal form to ISC-TFS-ARISS@mail.nasa.gov no later than **July 15, 2011**.

Prior to completing this proposal form, it is **strongly recommended** that you read "ARISS: A Planning Guide". The planning guide can be obtained by contacting Teaching From Space, a NASA Education office, at ARISS@mail.nasa.gov or (281) 244-2320.

Please read the following information carefully.

- Respond to **every** item on the proposal form. Do not leave items blank.
- Use the current proposal form. Older versions of the proposal form **will not be accepted**.
- Although customer preference is taken into consideration when NASA schedules ARISS radio contacts, final dates and times are determined by mission requirements. Requesting one specific day is often something that cannot be accommodated.

U.S. ARISS Proposal Process

THE PROPOSAL

Purpose

To solicit proposals from formal and informal education organizations interested in hosting an ARISS contact.

- A sound education plan
- A plan to make the radio contact a large scale event and foster outreach/partnerships
- A plan for event logistics
- A plan for event evaluation

Education

An ARISS radio contact should not be an isolated one-day event, but should be part of a well-planned education experience and afford a diverse group of students the opportunity to participate in STEM activities.

- How will the students benefit from the ARISS radio contact?
- Is the ARISS radio contact and surrounding comprehensive education plan useful to the education community?
- Does the plan strengthen the ability to engage students in science, technology, engineering and mathematics (STEM)?
- Does the education plan include STEM and amateur radio activities?
- Does the education plan include NASA resources and mission-related content?
- Will the ARISS radio contact and surrounding education plan make a demonstrable contribution to attracting diverse students to careers in STEM?

Outreach

An ARISS radio contact can be used to create and strengthen partnerships.

- Does the proposal include a detailed media/outreach plan?
- Does the proposal include plans to involve the community in the ARISS radio contact and/or education plan?
- Is the overall event (ARISS radio contact, pre- and post-activities) designed to leverage partnerships with local, regional or national partners?
- Will the ARISS radio contact draw participants from other NASA Education opportunities and/or help connect participants to other NASA Education opportunities?

Logistics

An ARISS radio contact requires attention to details.

- Does the proposal provide a clear overview of the contact including location that accommodates a large number of students, audience, transportation (if needed), and technology?
- Does the proposal demonstrate flexibility should an ARISS radio contact shift dates and/or times?

Evaluation

An ARISS radio contact is a NASA education activity and must be evaluated as such.

- Does the proposal include a plan to ensure that the organization will complete and submit the NASA evaluation?
- Does the proposal include a plan to ensure that a high number of participants will complete and submit the NASA educator and student surveys?



National Aeronautics and Space Administration

**Proposal Instructions
Amateur Radio on the International Space Station (ARISS)
January 15 – July 15, 2012**

While aboard the International Space Station, crews participate in live amateur radio contacts, also known as ARISS contacts. ARISS is a NASA Education activity that uses the unique environment of space flight to increase student interest in science, technology, engineering and mathematics.

ARISS radio contacts last approximately 10 minutes and provide students and educators the opportunity to interact with crewmembers through a question and answer session. An ARISS radio contact should not be an isolated one-day event, but should be part of a well-planned education experience. Participants should have the opportunity to engage in a variety of interdisciplinary pre- and post-contact activities.

The purpose of the proposal is for you to provide NASA with the relevant information needed to evaluate your proposed ARISS radio contact and surrounding education plan. All prospective organizations must submit a completed proposal form to ISC-TFS-ARISS@mail.nasa.gov no later than **July 15, 2011**.

Prior to completing this proposal form, it is **strongly recommended** that you read "ARISS: A Planning Guide". The planning guide can be obtained by contacting Teaching From Space, a NASA Education office, at Ariss@mail.nasa.gov or (281) 244-2320.

Please read the following information carefully.

- Respond to **every** item on the proposal form. Do not leave items blank.
- Use the current proposal form. Older versions of the proposal form **will not be accepted**.
- Although customer preference is taken into consideration when NASA schedules ARISS radio contacts, final dates and times are determined by mission requirements. Requesting one specific day is often something that cannot be accommodated.

U.S. ARISS Proposal Process

OUTCOMES AND OBSERVATIONS

Outcomes

- During the two month request for proposals period (May 15 – July 15), Teaching From Space responded to 113 inquiries from organizations expressing interest in ARISS radio contacts.
- 24 organizations (K-12 schools, universities, museums, and afterschool groups) submitted proposals.
- A selection committee with representation from NASA, ARRL, and AMSAT reviewed and selected five proposals as primary contact targets and 10 alternates.
- There is the potential to engage a combined US audience upwards of 8,000 in ARISS radio contacts between January and July 2012.

Observations

- Education organizations are receptive to the new proposal process.
- Educators are reaching out to the amateur radio community and forming new partnerships.
- Education organizations are receptive to integrating amateur radio into their curriculum.
- Several organizations have expressed interested in participating in the next request for proposals.



National Aeronautics and Space Administration

**Proposal Instructions
Amateur Radio on the International Space Station (ARISS)
January 15 – July 15, 2012**

While aboard the International Space Station, crews participate in live amateur radio contacts, also known as ARISS contacts. ARISS is a NASA Education activity that uses the unique environment of space flight to increase student interest in science, technology, engineering and mathematics.

ARISS radio contacts last approximately 10 minutes and provide students and educators the opportunity to interact with crewmembers through a question and answer session. An ARISS radio contact should not be an isolated one-day event, but should be part of a well-planned education experience. Participants should have the opportunity to engage in a variety of interdisciplinary pre- and post-contact activities.

The purpose of the proposal is for you to provide NASA with the relevant information needed to evaluate your proposed ARISS radio contact and surrounding education plan. All prospective organizations must submit a completed proposal form to JSC-TFS-ARISS@mail.nasa.gov no later than **July 15, 2011**.

Prior to completing this proposal form, it is **strongly recommended** that you read "ARISS: A Planning Guide". The planning guide can be obtained by contacting Teaching From Space, a NASA Education office, at ARISS@mail.nasa.gov or (281) 244-2320.

Please read the following information carefully.

- Respond to **every** item on the proposal form. Do not leave items blank.
- Use the current proposal form. Older versions of the proposal form **will not be accepted**.
- Although customer preference is taken into consideration when NASA schedules ARISS radio contacts, final dates and times are determined by mission requirements. Requesting one specific day is often something that cannot be accommodated.

U.S. ARISS Proposal Process

Q & A