

## **Guidelines for Proposals Requesting to use NSF Facilities for Education**

The National Science Foundation (NSF) reserves a portion of the Deployment Pool<sup>1</sup> of funds for use by educators wishing to gain access to observational facilities for classroom instruction and hands-on learning experience. This includes requesting that a facility be deployed to a university for a short period of time. Proposals will be judged using the following criteria:

- Description of the education activity including the type of course (e.g., undergraduate versus graduate, majors versus nonmajors),
- The planned use of data being collected,
- Number of undergraduate/graduate students that will be included in the proposed activity,
- The length and dates of the deployment (requests cannot conflict with an approved research field deployment of an NSF facility or a planned upgrade/test period for an instrument/platform),
- Must include a feasibility and cost analysis that is completed in close consultation with the appropriate Facility Manager (U. Wyoming, CSU, CSWR, ISF, RAF, RSF) and the managers of FPS and CDS.

Submission of a proposal by students will also be accepted but must be accompanied by a statement of approval by a faculty advisor. There are two types of proposals that can be submitted: 1) short lead time (e.g., 30-45 days before the deployment) and long lead time (e.g., 4-6 months before the deployment). The latter allows sufficient time for an instructor to properly integrate the instrument deployment into their course material. The former allows an instructor to take advantage of a unique opportunity (e.g., observing facility suddenly becomes available for an education deployment, personnel that were not available previously are now able to support an education deployment). Under rare situations, facilities (e.g., MGAUS) may be lent to a user who has previously demonstrated knowledge and expertise in the use of the platform.

Request should not exceed \$15,000<sup>2</sup>. Educators must contact the relevant Facility Manager(s) (e.g., CSU-CHILL, King Air, and DOWS, should contact CSU, University of Wyoming, and the CSWR, respectively) to discuss the proposed project, identify the appropriate time period, and work on a feasibility and cost estimate that will be attached with the proposal.

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<sup>1</sup> The NSF Deployment Pool supports expenses directly associated with the deployment of the NSF Lower Atmospheric Observing Facilities (LAOF). A list of facilities supported by NCAR, Colorado State University, University of Wyoming, and the Center for Severe Weather Research can be found at the following web site - <http://www.eol.ucar.edu/instrumentation>.

<sup>2</sup> Requests in excess of \$15,000 will only be considered for an aircraft deployment.

Review of proposals will be by a panel comprised of the Managers of the NSF Observational Facilities and two university professors. NSF will make the final approval.

Proposal length cannot exceed 5 pages (excluding the feasibility statement and cost estimate). A one-page request form must also be submitted with the proposal (see Appendix I). A summary of the results from the deployment is required at the end of the deployment (including comments from the students). All UCAR member universities and academic affiliates are eligible to submit a proposal to the EOL Director. Proposals may be submitted at any time of the year.

Any questions concerning this request process or details about the availability of facilities should be directed to the Director of the Earth Observing Laboratory or an appropriate Facility Manager.

## Appendix I – Facility Request Form for Educational Activities

### Part I: General Information

Requestor Name	
Institution and Address	
Phone and Email	
Faculty Advisor Name (if student requestor)	
Institution and Address	
Phone and Email	

### Part II: Project Description

Project Title	
Project Location	
Start and End Dates of Field Deployment	
NSF Facilities requested (type and # of systems)	
Number of Expendables requested (if applicable)	

### Part III: Educational Activities Description

Number of students involved	Graduate: Undergraduate:
Desired training activities conducted by Facility Staff incl. time in the field	
Desired teaching activities conducted by Facility Staff incl. time in the field	
Additional special requirements that pertain to Facility support	

### Part IV: Operational Requirements

Please specify data access needs (e.g., real time)	
Please specify data analysis needs	
Please specify communications needs	