The Incentive Funds Program in the Research Office is requesting Letters of Intent for the National Science Foundation – Graduate STEM Fellows in K-12 Education (NSF-GK-12) Program.

**Research Office Letter of Intent submission deadline:** **Friday, May 1, 2009**

Letters of Intent to the Research Office should be submitted electronically as an MSWord or PDF document to Debbie Delmore at debbie.delmore@oregonstate.edu.

The NSF-GK-12 program limits to one (1) the number of proposals that can be submitted by Oregon State University. In an effort to provide the highest level of excellence and viability for funding, the Faculty Senate Graduate Council will review all Letters of Intent and rank order them for the Vice President of Research. In consultation with the Dean of the Graduate School, the Vice President for Research will select the proposal to represent Oregon State and submit their proposal to the NSF-GK-12 program.

**NSF Letter of Intent Due Date(s) (required):**
- May 19, 2009

**NSF Full Proposal Deadline(s) (due by 5 p.m. proposer’s local time):**
- June 29, 2009

Guidance for preparation of Letter of Intent to the Research Office:

The Letter of Intent is limited to four single-spaced page (no smaller than Times New Roman 12 font) with the first being a cover page containing the following:

- Title of Project
- PI/Co-PI
- Science, Technology, Engineering, and Mathematics (STEM) Faculty advisors and departments involved
- Number of STEM graduate fellows per year
- Number of K-12 classes anticipated to be served per year
- Number of K-12 teachers working with the fellows
- Number of Schools and School District Partners
- Target audience of the project (elementary, middle, or high school grades)
- Setting (urban, suburban or rural)
- NSF supported STEM discipline(s) or theme(s) involved

The next three pages are a Project Description that should give the reviewers sufficient information to assess likelihood of the project receiving NSF funding. As a minimum, the following elements should be addressed:

- Goals and Objectives
- Project Plan
- Recruitment and Selection
- Organization, Management and Institutional Commitment
- Evaluation
- List of Faculty Participants
- School District Involvement

Information: Debbie Delmore at debbie.delmore@oregonstate.edu or 737-8390