



Catalyst Awards for Science Advancement (CASA) Request for Proposals for Summer/Fall 2025 Application Portal Opens: March 15, 2025 Submission Deadline: April 30, 2025

4/19/2025 update: CASA types A and B have been cancelled because NSF funding has been terminated as a result of executive orders. If future funding can be identified, these award types will be reinstated. For CASA4, we can only accept proposals for award type C, which is funded by NASA and limited to planetary (space) science. CASA Type C does not fund terrestrial studies.

Summary. Catalyst Awards for Science Advancement (CASA) are mini-grants (up to \$3000) designed to promote education and training. Three award types are offered, each with a different thematic focus and different eligibility requirements (Table 1). Funding is provided by ~~the National Science Foundation (Award Types A & B)~~ and NASA's Interdisciplinary Consortium for Evaluating Volatile Origins (ICE-Five-O) (Award Type C). All projects must address at least one of the key goals listed in Table 1.

Table 1. Summary of Mini-Grants, including Award Types, Key Goals, & Project Lead Eligibility

Award Type	Key Goals	Project Lead Eligibility ¹
A) SOEST outreach & community engagement	Share SOEST science with K-12 students, teachers and the general public. Develop research and education partnerships in the local community. Support SOEST students who participate in these efforts.	SOEST graduate student, post-doc, faculty or staff
B) SOEST professional development stipends	Foster the professional development of SOEST undergraduate seniors, graduate students, and post-docs by providing stipends to support research, technical training, conference/workshop participation, and holistic career preparation.	SOEST undergraduate seniors, graduate students and post-docs eligible to receive stipends
C) ICE-Five-O	Attract and train the next generation of planetary explorer-scientists.	UH, RCUH or ICE-Five-O graduate student, post-doc, faculty or staff

¹U.S. citizenship is not required, however all applicants must be enrolled in or employed at a U.S. institution.

Project Timeline. ~~For Award Types A & B, all project activities must occur between July 1 & December 31, 2025.~~ For Award Type C, all project activities must occur between June 1 & October 10, 2025.

Budget. \$3000 maximum may be requested. Budget categories may include, but are not limited to supplies, laboratory analysis, software, conference/workshop registration, fieldwork, domestic travel, rentals (e.g., facilities, equipment), publication/printing, and stipends. Budget categories that are specifically excluded are international travel and donations. Food and honoraria may only be requested for projects involving external (non-UH) participants, as per NSF and UH guidelines. Note: For award type B, although the budget must still be itemized, the entire amount will be issued as a stipend.

Submission limits. During one CASA funding cycle, a person may be named on a maximum of two proposals, but may only serve as project lead on one proposal. If a person is named on more than two proposals *in any role* (including external collaborator or partner), all of those proposals will be returned without review.

Materials to Submit.

- 1) Proposal Cover Sheet (google form – see “How to Submit” below).
- 2) Project Title (10 words max)
- 3) Project Summary (250 words max). If your proposal is funded, project summary will be posted on the CASA website.
- 4) Project Narrative (1 page max for requests up to \$1000; 2-3 pages for requests \$1001-\$3000) to include the following required, separately-labeled sections:
 - a. Introduction. Describe the importance/value of this project, if/how it fills an existing need, and if/how it builds on any current or previous efforts. Include key goal(s) and objective(s). If you previously received a CASA award, briefly summarize the results of that project.
 - b. Proposed Activities. Provide a clear and concise description of the proposed activities, including a timeline, any organizational partners, target audience (number and types of participants), anticipated outcomes, and how you will evaluate success. Provide a narrative summary of the budget, and justify the need for each item.
 - c. Dissemination Plan. Describe how you will disseminate what you did/learned and your target audience(s). The proposed dissemination must occur during the project period.
 - d. Project Team. Describe each team member’s role in this project, and their relevant qualifications/ experience (including the project lead).

Technical Requirements for Project Narrative: Margins: at least 1 inch on all sides. Font: Calibri size 11 or larger. References are not required; however, if you decide to include references, a reference list must be included as part of the project narrative (not as an additional page).

- 5) Itemized Budget
 - a. Itemize all expenses, and provide a total. Attach quotes where applicable.
 - b. If your budget includes inter-island travel, meals and incidental expenses (MIE) are capped at \$75/day (multi-day travel) or \$20/day (same-day travel).
 - c. If your budget includes travel to U.S. Mainland or Alaska, amounts up to the [Federal Allowable Rate](#) may be used. This budget request must be accompanied by a list of all professional travel in past 24 months, including date, reason, location and sponsor (e.g., *Dec 2023 American Geophysical Union conference in San Francisco, CA, funded by NSF*)
 - d. If you are requesting partial funding for a larger project, include the full cost of the project and list all other funding sources/amounts and their status (e.g., current or pending). Be clear which funding source is covering which budget items.
- 6) Attach this one sentence statement signed by all project team members: “If this project is funded, I agree to participate in the manner described in this proposal”.

Items 2-6 should be compiled into a single PDF, in the order shown above. Maximum file size is 1 MB.

How to Submit. Once the application portal opens, [click here](https://bit.ly/CASA3_app) for the Proposal Cover Sheet (https://bit.ly/CASA3_app). At the very end of the form, you will be asked to upload a single PDF of all proposal materials (Items 2-6 above). You may edit your form responses at any point until the deadline, but you may not edit your PDF after it has been uploaded. Note that the project title and summary should be both pasted into the Proposal Cover Sheet and included in your PDF.

Review Process. Proposals will be evaluated on both Intellectual Merit (the potential to advance knowledge) and Broader Impacts (the potential to benefit society and contribute to the achievement of specific, desired societal outcomes), which are the [merit review criteria](#) of the National Science Foundation. During the review process, project leads may be contacted with requests for clarification or additional information. If proposals with overlapping content are received, project leads may be asked to collaborate and resubmit a joint proposal. Proposals that do not comply with the requirements of this solicitation will be returned without review.

Reporting. All award recipients are responsible for submitting a brief report with photos no later than 30 days after the project is completed. This report may be shared publicly. Award recipients will also be asked to complete an anonymous, confidential evaluation survey, so that we can improve the program.

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Questions or Technical Issues? Please email Dr. Barbara Bruno (barb@hawaii.edu)