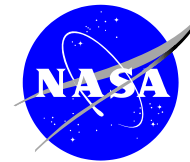


National Aeronautics and
Space Administration
NASA Shared Services Center
Stennis Space Center, MS 39529



Reply to Attn of: **Procurement Division**

Mr. John Raynor
Elizabeth City State University
1704 Weeksville Rd
Elizabeth City, NC 27929-9913

Subject: Grant Number NNX16AC89A

Dear Mr. Raynor:

The NASA Shared Services Center (NSSC) has completed the award of the subject grant/cooperative agreement and looks forward to working with you in its administration. Please take time to read through the award documents and note the contact information for the Administrative Grant Officer entered in Section 15 of the NASA Form 1687. To facilitate efficient processing of grant awards, the NSSC utilizes its Customer Contact Center for answering recipient questions and requests. This enables the Grant Officer to effectively review and award grant packages and funding supplements in a timely manner.

The grant award and administration by the NSSC does not change the line of communication between your organization and the NASA scientific, technical and educational communities. To monitor the status of grants going through the award process, please access the NSSC Grant Status Query System at <http://nssc.nasa.gov/grantstatus/>.

Single Audit Requirements:

Recipients are reminded that if they expend \$750,000 or more in a year in Federal awards they must be subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 U.S.C. 7501-7507) and *Uniform Guidance*. Recipient must continue to follow the revised OMB Circular A-133 requirements including the threshold of \$500,000 until fiscal year begins on or after December 26, 2014 per implementation requirements.

Audit requirements will apply to audits of fiscal years beginning on or after December 26, 2014. Early implementation of the *Uniform Guidance* audit requirements is prohibited. The below table provides summarized implementation schedule for audit requirements as a guidance.

| Fiscal Year Date | Guidance for Audit Requirements |
|------------------------------|--|
| Jan 1, 2014 – Dec 31, 2014 | OMB Circular A-133 |
| July 1, 2014 – June 30, 2015 | OMB Circular A-133 |
| Oct 1, 2014 – Sept 30, 2015 | OMB Circular A-133 |
| Jan 1, 2015 – Dec 31, 2015 | <i>Uniform Guidance</i> |
| July 1, 2015 – June 30, 2016 | <i>Uniform Guidance</i> |
| Oct 1, 2015 – Sept 30, 2016 | <i>Uniform Guidance</i> |

Required Publications and Reports:

Recipients must submit the publications and reports by the due dates and to the personnel listed in the “Required Publications and Reports” section of the award documents. The contact information for these individuals is listed in the “Point of Contact” section of the award documents.

All reports related to the Grant Officer must be submitted to the NSSC Procurement Office by fax, e-mail or mail at the numbers or address below. Please include the Grant Number in the subject line.

Fax : (866) 779-6772

E-mail: nssc-grant-report@mail.nasa.gov

Mail: NASA Shared Services Center
Attn: Office of Procurement –SP
Building 1111, C Road
Stennis Space Center, MS 39529

Please submit the “Subject Inventions/Reportable Items Interim and Final Summary Report” electronically on the New Technology Reporting Web site (eNTRe) located at <http://invention.nasa.gov>.

All other final reports submitted for closeout (pursuant to the “Required Publications and Reports” section of the award documents) should be sent by e-mail to NSSC-closeout@mail.nasa.gov. You may also forward any questions regarding the closeout process to this e-mail address.

If you have any questions, or need further assistance, please contact us at 1-877-677-2123 (1-877-NSSC123) or by e-mail at nssc-contactcenter@nasa.gov.

Sincerely,

NSSC
Grants Officer

Enclosure



National
Aeronautics and
Space
Administration

NASA Grant and Cooperative Agreement

(NPR 9680.1A, NASA's Management of Grants and Cooperative Agreements)

CHOOSE ONE:

- COOPERATIVE AGREEMENT
 GRANT

CHOOSE ONE: EDUCATION FACILITIES RESEARCH SDCR TRAINING

NASA Grant and Cooperative Agreement Handbook Web Site: <http://prod.nais.nasa.gov/pub/pub_library/grcover.htm>

| | | | | | | | |
|---|---------------------|----------------------|--------------|--|--|----------------------------------|--|
| 1. GRANT/COOPERATIVE AGREEMENT NUMBER NNX16AC89A | | 2. SUPPLEMENT NUMBER | | 3. EFFECTIVE DATE 01/05/2016 | | 4. COMPLETION DATE 01/04/2018 | |
| 5. ISSUED TO NAME/ADDRESS OF RECIPIENT (No., Street, City/County, State, Zip) ELIZABETH CITY STATE UNIVERSITY 1704 WEEKSVILLE RD ELIZABETH CITY NC 27909-9913 | | | | 6. ISSUED BY NASA/Shared Services Center (NSSC) Building 1111, Jerry Hlass Road Stennis Space Center MS 39529-0001 | | | |
| 7. TAXPAYER IDENTIFICATION NO. (TIN) | | | | 9. PRINCIPAL INVESTIGATOR/STUDENT/ORGANIZATION'S PROJECT OR PROGRAM MGR. (Name & Phone) Linda Hayden 252-335-3696 | | | |
| 8. COMMERCIAL & GOVERNMENT ENTITY (CAGE) NO. 0JLK0 | | | | | | | |
| 10. RESEARCH, PROJECT OR PROGRAM TITLE EONS-2014/MUREP Other Opportunities (MOO) | | | | | | | |
| 11. PURPOSE Pathways in Mathematics Education and Remote Sensing (PiMERS) | | | | | | | |
| 12. PERIOD OF PERFORMANCE 01/05/2016 through 01/07/2018 | | | | | | | |
| 13A. | | AMOUNT OF AWARD | | 13B. | | FUNDS OBLIGATED | |
| PREVIOUS | | \$0.00 | | PREVIOUS | | \$0.00 | |
| THIS ACTION | | \$500,000.00 | | THIS ACTION | | \$500,000.00 | |
| TOTAL | | \$500,000.00 | | TOTAL | | \$500,000.00 | |
| 14. NASA ACCOUNTING AND APPROPRIATION DATA PR No.: 4200573524 72AD11/6100.4111/FC000000/975423.72.04/000/4100/72/EDUX22015D/137B/8015/160128 | | | | | | | |
| 15. NASA POINTS OF CONTACT REQUIRING CENTER: NASA/Johnson Space Center | | | | | | | |
| | NAME | MAIL STOP | TELEPHONE | E-MAIL ADDRESS | | | |
| TECHNICAL OFFICER | Misti Moore | AD4 | 281-483-6716 | misti.m.moore@nasa.gov | | | |
| NEGOTIATOR | | | | | | | |
| ADMINISTRATOR | RACHEAL A. DOWN | | 877-677-2123 | nssc-contactcenter@nasa.gov | | | |
| PAYMENTS | NSSC CONTACT CENTER | XD010 | 877-677-2123 | NSSC-ContactCenter@nasa.gov | | | |
| 16. THIS AWARD IS MADE UNDER THE AUTHORITY OF 51 U.S.C. 20113(e) AND IS SUBJECT TO ALL APPLICABLE LAWS AND REGULATIONS OF THE UNITED STATES IN EFFECT ON THE DATE OF THIS AWARD, INCLUDING, BUT NOT LIMITED TO: <input type="checkbox"/> 14 CFR PART 1274 (COOPERATIVE AGREEMENT WITH COMMERCIAL FIRMS). <input type="checkbox"/> 14 CFR PART 1260 (GRANTS AND COOPERATIVE AGREEMENT). | | | | | | | |
| 17. APPLICABLE STATEMENT(S), IF CHECKED: <input type="checkbox"/> NO CHANGE IS MADE TO EXISTING PROVISIONS <input type="checkbox"/> FDP TERMS AND CONDITIONS AND NASA AGENCY-SPECIFIC REQUIREMENTS APPLY TO THIS GRANT | | | | 18. APPLICABLE ENCLOSURE(S), IF CHECKED: <input checked="" type="checkbox"/> PROVISIONS <input checked="" type="checkbox"/> SPECIAL CONDITIONS <input checked="" type="checkbox"/> REQUIRED PUBLICATIONS AND REPORTS | | | |
| THE UNITED STATES OF AMERICA NATIONAL AERONAUTICS AND SPACE ADMINISTRATION | | | | RECIPIENT | | | |
| NAME OF CONTRACTING/GRANT OFFICER Steven M. Brockway | | | | NAME AND TITLE OF AUTHORIZED REPRESENTATIVE(Type or print) | | | |
| SIGNATURE <i>Steven M. Brockway</i> | | DATE 12/31/2015 | | SIGNATURE | | DATE | |



National
Aeronautics and
Space
Administration

NASA Grant and Cooperative Agreement

| ITEM NO. (A) | ITEM OR SERVICE (Include Specifications and Special Instructions) (B) | QUANTITY (C) | UNIT (D) | ESTIMATED COST | |
|-----------------|--|-----------------|-------------|-------------------|---------------|
| | | | | UNIT PRICE (E) | AMOUNT (F) |
| 001 | <p>INCO TERMS 1: FOB INCO TERMS 2: Destination Delivery: 01/04/2018 Delivery Location Code: JSC NASA/Johnson Space Center 2101 NASA Parkway Houston TX 77058-3696 USA</p> <p>Cost Center: 72AD11 GL Account: 6100.4111 Order: FC000000 WBS Element1: 975423.72.04 Item Number: 000 Commitment Item: 4100 Funds Center: 72 Fund: EDUX22015D Functional Area: 137B Appropriation: 8015/160128</p> <p>Hayden, Linda Obligated Amount: \$500,000.00</p> <p>Recipient's DUNS: 66024357 Direct Labor Costs: \$176,523.00 Direct Costs - Travel: \$16,000.00 Direct Costs - Participant Support Costs: \$191,000.00 Other Direct Costs: \$24,168.00 Indirect Costs: \$92,309.00 Indirect Rates: 63.0% Total Costs: \$500,000.00</p> | | | | 500,000.00 |

This award is made under the authority of 51 U.S.C. 20113 (e) and is subject to all applicable laws and regulations of the United States in effect on the date of this award, including, but not limited to 2 CFR Part 200 and Part 1800.

AWARD TERMS AND CONDITIONS

| <u>Location</u> | <u>Title</u> | <u>Date</u> |
|---------------------------------|--|---------------|
| Appendix A to 2 CFR Part 170 | Reporting Subawards and Executive Compensation | Dec. 26, 2014 |
| 2 CFR 175.15 | Trafficking in persons. | Dec. 26, 2014 |
| 2 CFR 182 | Government-wide requirements for Drug-Free Workplace | Dec. 26, 2014 |
| 1800.900 | Terms and Conditions | Oct. 13, 2015 |
| 1800.901 | Compliance with OMB Guidance on Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal awards. | Oct. 13, 2015 |
| 1800.902 | Technical publications and reports. | Oct. 13, 2015 |
| 1800.903 | Extensions. | Oct. 13, 2015 |
| 1800.904 | Termination and enforcement. | Oct. 13, 2015 |
| 1800.905 | Change in principal investigator or scope. | Oct. 13, 2015 |
| 1800.906 | Financial management. | Oct. 13, 2015 |
| 1800.907 | Equipment and other property. | Oct. 13, 2015 |
| 1800.908 | Patent rights. | Oct. 13, 2015 |
| 1800.909 | Rights in data. | Oct. 13, 2015 |
| 1800.910 | National security. | Oct. 13, 2015 |
| 1800.911 | Nondiscrimination. | Oct. 13, 2015 |
| 1800.912 | Clean air and water. | Oct. 13, 2015 |
| 1800.913 | Investigative requirements. | Oct. 13, 2015 |
| 1800.914 | Travel and transportation. | Oct. 13, 2015 |
| 1800.915 | Safety. | Oct. 13, 2015 |
| 1800.916 | Buy American encouragement. | Oct. 13, 2015 |
| 1800.917 | Investigation of research misconduct. | Oct. 13, 2015 |
| 1800.918 | Allocation of risk/liability. | Oct. 13, 2015 |

Unless otherwise specified, the terms and conditions in 2 CFR 1800.900 to 1800.918 and the requirements in 2 CFR 170, 175, and 182 apply and are incorporated by reference. To view full text of these requirements and terms and conditions go to https://prod.nais.nasa.gov/pub/pub_library/srba/index.html

Restrictions on Funding Activities with China

(a) Pursuant to The Department of Defense and Full-Year Appropriation Act, Public Law 112-10, Section 1340(a); The Consolidated and Further Continuing Appropriation Act of 2012, Public Law 112-55, Section 539; and future-year appropriations (hereinafter, "the Acts"), NASA is restricted from using funds appropriated in the Acts to enter into or fund any grant or cooperative agreement of any kind to participate, collaborate, or coordinate bilaterally with China or any Chinese-owned company, at the prime recipient level or at any subrecipient level, whether the bilateral involvement is funded or performed under a no-exchange of funds arrangement.

(b) Definition: "China or Chinese-owned Company" means the People's Republic of China, any

company owned by the People's Republic of China, or any company incorporated under the laws of the People's Republic of China.

(c) The restrictions in the Acts do not apply to commercial items of supply needed to perform a grant or cooperative agreement.

(d) Subaward - The recipient shall include the substance of this provision in all subawards made hereunder.

[End of Term and Condition]

System of Award Management (formally Central Contracting Registry) and Universal Identifier Requirements

Note: The System of Award Management has replaced the Central Contracting Registry System of Award Management and Universal Identifier Requirements

A. Requirement for the System of Award Management

Unless you are exempted from this requirement under 2 CFR 25.110, you as the recipient must maintain the currency of your information in the CCR, now part of the System of Award Management (SAM), until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.

B. Requirement for Data Universal Numbering System (DUNS) Numbers

If you are authorized to make subawards under this award, you:

1. Must notify potential subrecipients that no entity (see definition in paragraph C of this award term) may receive a subaward from you unless the entity has provided its DUNS number to you.
2. May not make a subaward to an entity unless the entity has provided its DUNS number to you.

C. Definitions

For purposes of this award term:

1. The System of Award Management, means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the System of Award Management Internet site (currently at <https://www.sam.gov>).
2. Data Universal Numbering System (DUNS) number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by the Internet (currently at <http://www.dnb.com/get-a-duns-number.html>).
3. Entity, as it is used in this award term, means all of the following, as defined at 2 CFR Part 25, subpart C:
 - a. A Governmental organization, which is a State, local government, or Indian Tribe;
 - b. A foreign public entity;
 - c. A domestic or foreign nonprofit organization;
 - d. A domestic or foreign for-profit organization; and

- e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
4. Subaward:
- a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
 - b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see 2 CFR 200
 - c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.
5. Subrecipient means an entity that:
- a. Receives a subaward from you under this award; and
 - b. Is accountable to you for the use of the Federal funds provided by the subaward.

[End of Term and Condition]

Catalog Federal Domestic Assistance (CFDA)

The applicable Catalog of Federal Domestic Assistance (CFDA) number for this award is 43.008 - Education. The Federal Awardee/Recipient shall use this CFDA number for all Federal reporting, as required.

[End of Term and Condition]

Limited Release of Recipient Confidential Business Information

- (a) NASA may find it necessary to release information submitted by the Recipient pursuant to the provisions of this grant/cooperative agreement to individuals not employed by NASA. Business information that would ordinarily be entitled to confidential treatment may be included in the information released to these individuals. Accordingly, by submission of this proposal, or signature on this grant/cooperative agreement, the Recipient hereby consents to a limited release of its confidential business information (CBI).
- (b) Possible circumstances where the Agency may release the Recipient's CBI include, but are not limited to, the following:
- (1) To other Agency contractors and subcontractors, and their employees tasked with assisting the Agency in handling and processing information and documents in the evaluation, the award or the administration of Agency contracts, such as providing both preaward and post award audit support and specialized technical support to NASA's technical evaluation panels;
 - (2) To NASA contractors and subcontractors, and their employees engaged in information systems analysis, development, operation and maintenance, including performing data processing and management functions for the Agency.
- (c) Except where otherwise provided by law, NASA will permit the limited release of CBI under subparagraphs (1) or (2) only pursuant to non-disclosure agreements signed by the assisting contractor or subcontractor, and their individual employees who may require access to the CBI to perform the assisting contract.
- (d) NASA's responsibilities under the Freedom of Information act are not affected by this clause.
- (e) The Recipient agrees to include this provision, including this paragraph (e), in all

subcontracts/subawards at all levels awarded pursuant to this grant/cooperative agreement that require the furnishing of confidential business information by the subcontractor/subrecipient.

[End of Term and Condition]

Personal Identity Verification of Recipient Personnel (Dec 2014)

(a) The Recipient shall comply with agency personal identity verification procedures identified in the contract that implement Homeland Security Presidential Directive-12 (HSPD-12), Office of Management and Budget (OMB) guidance M-05-24 and Federal Information Processing Standards Publication (FIPS PUB) Number 201.

(b) The Recipient shall account for all forms of Government-provided identification issued to the Recipient employees in connection with performance under this contract. The Recipient shall return such identification to the issuing agency at the earliest of any of the following, unless otherwise determined by the Government:

- (1) When no longer needed for grant performance.
- (2) Upon completion of the Recipient's employee's employment.
- (3) Upon grant completion or termination.

(c) The Grant Officer may delay final payment under a grant if the Recipient fails to comply with these requirements.

(d) The Recipient shall insert the substance of this clause, including this paragraph (d), in all subcontracts or subagreements when their employees are required to have routine physical access to a Federally-controlled facility and/or routine access to a Federally-controlled information system. It shall be the responsibility of the Recipient to return such identification to the issuing agency in accordance with the terms set forth in paragraph (b) of this section, unless otherwise approved in writing by the Grant Officer.

[End of Term and Condition]

Restrictions on the Use of the NASA Seal, Insignia, Logotype, Program Identifiers, or Flags (Dec 2014)

(a) In accordance with 14 CFR Part 1221, the NASA Seal, NASA Insignia, NASA Logotype, NASA Program Identifiers, and the NASA Flags are protected and shall be used exclusively to represent NASA, its programs, projects, functions, activities, or elements.

(b) The use of these devices by recipients shall be governed by the requirements and restrictions set forth at 14 CFR §§ 1221.109-113. Requests for use of these devices by recipients shall be subject to the prior written approval of the NASA Grant Officer in conjunction with the NASA Headquarters, Office of Communications.

(c) The use of these devices by recipients for any purpose other than as authorized by NASA regulations shall be prohibited. Their misuse shall be subject to the penalties authorized by statute, as set forth in 14 CFR §1221.115 and shall be reported as provided in 14 CFR §1221.116.

[End of Term and Condition]

1800.919 Cooperative Agreement Special Condition. (Oct 2015)

(a) This award is a cooperative agreement as it is anticipated there will be substantial NASA involvement during performance of the effort. NASA and the Recipient mutually agree to the following statement of anticipated cooperative interactions which may occur during the performance of this effort:

(The NASA MUREP Other Opportunities (MOO) Management Office at NASA Johnson Space Center (JSC) shall be responsible for the following on behalf of NASA MUREP (Headquarters):

1. NASA Headquarters will provide incremental funding as available from the Minority University Research and Education Project (MUREP) to execute the MOO activity with Elizabeth City State University (ECSU).

As an integral part of this mission, MUREP Other Opportunities (MOO) aims to strengthen curriculum and curricular pathways in STEM, and attract, retain, and support the success of underrepresented students in STEM degree programs.

MOO also aims to demonstrate one or more of the following:

- The potential to increase the number of minorities in STEM education areas relevant to NASA.
 - Contribute to the effective implementation of NASA's educational goals and objectives using NASA's unique assets and capabilities.
 - Increase the number of available STEM courses and curricular pathways.
 - Attract, retain, and support the success of students in STEM degree programs, and subsequently in NASA-related careers.
 - Increase the number of students who complete STEM certificates/degrees from backgrounds that are historically underrepresented in STEM.
2. NASA will facilitate communication and connections between the recipients (ECSU), other MOO cooperative agreement recipients, the relevant NASA Mission Directorate education principals, and relevant Education Office partners in order to promote synergy, prevent duplication of effort, leverage ongoing efforts, and support relationship building.
 - a. NASA will represent MOO awardees to the NASA Education Office and the NASA community, and share information back to the MOO PI's regarding NASA Education.
 - b. NASA will schedule periodic teleconference and/or web conference discussions with awardees and appropriate members of the NASA Education, Science, and Engineering communities to share information.
 - c. NASA will participate in and/or host an annual required in-person or virtual MOO Principal Investigator (PI) meeting/workshop.
 - d. NASA will coordinate meetings in conjunction with conferences and events as appropriate.
 - e. NASA will provide access to available subject matter experts to promote mentorship with the NASA technical community
 3. Assessment and Evaluation
 - a. NASA will conduct an analysis of the MOO activity/deliverables as provided by the recipient as matched to annual performance indicators.
 - b. NASA will provide evaluation planning technical assistance to recipient and review evaluation plan to ensure developed plan uses evidenced-based evaluation strategies.
 - c. NASA will analyze budget considerations on an annual basis and make appropriate

alterations to the recipient's responsibilities as may be necessary.

- d. NASA will collaborate with the recipient to ensure MOO developed activities and materials meet product review and NASA style guidelines.
4. NASA will maintain a schedule of activity milestones, track activity progress and report accomplishments to stakeholders
5. NASA will define Education Office metrics that apply to this activity, and provide linkages to the appropriate Office of Education Performance Measurement (OEPM) tools for collecting data.

Elizabeth City State University (ECSU) shall accomplish the following

1. Elizabeth City State University will assume primary responsibility for implementing, operating, and managing the project as described in their original three-year proposal
2. Elizabeth City State University will appoint a Principle Investigator (PI) in support of this Agreement. If the PI to be named is different from the individual identified in the proposal, the NASA MOO Manager shall be notified in writing. Any proposed change to the PI under this Agreement is subject to NASA approval

If NASA approves the proposed change, the NASA Grant Officer will issue a formal written modification to the Agreement to reflect such change. If NASA does not approve the change in the PI, the MOO recipient should propose another PI until NASA approval is obtained.

3. The PI will be responsible for the development and operation of MOO activities
4. Elizabeth City State University will also host an annual required, in-person or virtual, on-campus site visit with the NASA MOO Manager or reverse site visit with the of the Elizabeth City State University Personnel to the appropriate NASA Center. Elizabeth City State University also will provide a written response within 30 days on any recommendations by the MOO Manager will be integrated into the research and/or administrative plan
5. Elizabeth City State University, in concert with the MOO PI, is responsible for the financial management of the MOO as specified in the basic award notice under the terms and conditions issued by NASA and in the Grant and Cooperative Agreement Handbook, sections 1260.26 and 1260.160. Failure to comply with the terms and conditions of an award can result in termination by NASA.
6. Elizabeth City State University will comply with all U.S. export control laws and regulations, including the International Traffic in Arms Regulations (ITAR), 22 CFR Parts 120 through 130, and the Export Administration Regulations (EAR), 15 CFR Parts 730 through 799

If the Elizabeth City State University has foreign participation, they must inform the MOO Management office prior to participation and provide documentation discussing compliance with U.S. export laws and regulations, as applicable to the circumstances surrounding the particular foreign participation. The discussion must describe in detail the proposed foreign participation and shall include, but not be limited to, whether or not the foreign participation may require the Elizabeth City State University to obtain the prior approval of the Department of State or the Department of Commerce via a technical assistance agreement or an export license, or whether a license exemption/exception may apply. If prior approvals via licenses are necessary, discuss

whether the license has been applied for or if not, the projected timing of the application and any implications for the schedule.

Documentation/Deliverables

1. Initial Deliverables

- a. Within one month after award, Elizabeth City State University will submit a descriptive project abstract for the nasa.gov website.
- b. Within three months after award, Elizabeth City State University will submit an updated evaluation plan with input from the evaluator and Office of Education Infrastructure Services.
- c. The awardee shall submit a management and budget plan (up to three years) with associated deliverables timeline, milestones and costing plan. Complete information will be provided to Cooperative Agreement awardees

2. As Required

Elizabeth City State University will assist with providing needed information to the MOO Management Office and Headquarters (HQ) Office of Education to respond to Congressional request or inquiries, etc. The grantee will also participate in teleconference/video conference meetings or workshops where presentation on the research subject matter will be required

3. Quarterly Report

Elizabeth City State University will provide Quarterly Report/Project Reviews as required by the Cooperative Agreement

Reports shall include

- Activities performed during the period
- Planned activities to be performed the next period
- Objective and/or strategy changes
- Budget expenditures
 - During the period as compared to the total budget
 - Actual cost versus planned Expenditures
- Demographic makeup of program participants during that period
- New partnerships or programs established resulting from this NASA grant

4. Semi-Annual Project Reviews

- The MOO PI will have semi-annual reviews with the MOO Manager covering all work performed during the period to determine efficiencies or adjustments for the next period

5. Annual Progress Report/Project Review

On an annual basis, Elizabeth City State University will submit a progress report no later than 60 days prior to the anniversary of the project start date. The report, at a minimum, should document

- Project activities over the period of performance of the cooperative agreement
- Project accomplishments measured against proposed goals and objectives
- Evidence of how project activities have furthered stakeholder priorities
- Extent to which collaborations and/or partnerships have evolved

- Planned activities for the next year with an updated budget plan.

In an appendix, please provide a copy of the annual evaluation report for the project.

In conjunction with the day-to-day monitoring by the responsible NASA Technical Officer and the Grants Officer, the Annual Progress report will be used by the MOO Management Office to periodically review the accomplishments to determine if the recipient is meeting the goals and objectives with HQ concurrence. The Annual Report/Review and other reports required to be submitted under the cooperative agreement will be used in HQ's assessment of continued funding and the decision to fund future periods.

Elizabeth City State University will submit OEPM forms and surveys (including but not limited to Project Activity Forms documenting activities completed, including costs per activity) to collect the required metrics. For particularly important events, a 1-page PowerPoint "Nugget" chart (with photos) will also be submitted

6. Final Report

A final report, in lieu of an annual report, will be due within 90 days of the expiration date of this Agreement. This report shall be a comprehensive summary of significant accomplishments during the duration of the Cooperative Agreement

(b) The terms "award" and "Recipient" mean "cooperative agreement" and "Recipient of cooperative agreement," respectively, wherever the language appears in terms and conditions included in this agreement.

(c) NASA's ability to participate and perform its collaborative effort under this cooperative agreement is subject to the availability of appropriated funds and nothing in this cooperative agreement commits the United States Congress to appropriate funds therefor.

[End of Term and Condition]

ADDITIONAL TERMS

The period of performance for this grant is 24 months beginning 1/5/2016.

Annual progress reports are required.

This multi-year award is fully funded in its entirety in the amount of \$500,000.00.

Year 1 \$250,000.00

Year 2 \$250,000.00

All grant administration matters are to be addressed to the designated office cited in item 6 of your grant award. Also, you are requested to ensure the required reports are forwarded as stated in the attached (Required Publications and Reports).

REQUIRED PUBLICATIONS AND REPORTS

IN ACCORDANCE WITH 2 CFR 1800

The recipient shall submit the publications and reports indicated below:

| | INTERIM REPORTS | REPORT DUE/FREQUENCY | RECIPIENT |
|---|---|---|------------------|
| X | Quarterly Federal Cash Transactions Reports (SF 425) <i>(Required for all Grants and Cooperative Agreements except grants and agreements with commercial organizations)</i> | Within 30 working days following the end of each quarter of the Federal fiscal year. <i>(Ref. 1800.906)</i> | HHS/PMS |
| X | Annual Inventory Report of Federally-Owned Property in Custody of the Recipient <i>(Required for all Grants and Cooperative Agreements, except grants and agreements with commercial organizations.)</i> | No later than October 15 of each year. NOTE: Negative reports are not required. <i>(Ref. 1800.907)</i> | FMO, IPO |
| X | Progress Reports <i>(Required for all Grants and Cooperative Agreements.)</i> (Not required if period is less than one year.) | Annually, 60 days prior to the anniversary date of the grant/cooperative agreement (except final year). <i>(Ref. 1800.902)</i> | TO, GO, NTO |
| X | Disclosure of Subject Inventions/Reportable Items <i>(Required for all Grants and Cooperative Agreements except for those issued solely to support education programs)</i> | Within 2 months after inventor discloses it to recipient. <i>(Ref. 1800.908 and 1800.923*)</i> | PO, TO, GO, NTO |
| X | Election of Title to a Subject Invention <i>(Required for all Grants and Cooperative Agreements)</i> | Within 2 years of disclosure of a subject invention being elected, except in any case where publication, on sale or public use of the subject invention being elected has initiated the one year statutory period wherein valid patent protection can still be obtained in the United States, at least 60 days prior to the end of the statutory period. <i>(Ref. 1800.908)</i> | PO, TO, GO |
| X | Subject Inventions/Reportable Items Interim Summary Report <i>(Required for all Grants and Cooperative Agreements except for those issued solely to support education programs)</i> | Every 12 months from the date of the grant/cooperative agreement. <i>(Ref. 1800.908 and 1800.923*)</i> | PO, TO, GO, NTO |
| X | Notification of Decision to Forego Patent Protection <i>(Required for all Grants and Cooperative Agreements)</i> | As applicable, not less than 30 days before the expiration of the response period required by the relevant patent office. <i>(Ref. 1800.908)</i> | PO, TO, GO |
| X | Utilization of Subject Invention/Reportable Items <i>(Required for all Grants and Cooperative Agreements except for those issued solely to support education programs)</i> | Every 12 months from the date a subject invention is elected. Note: Negative reports are required. <i>(Ref. 1800.908)</i> | PO, TO, GO |
| | Annual NASA Form 1018 Property in the Custody of Contractors <i>(Required for all Grants and Cooperative Agreements with commercial organizations)</i> | Due not later than October 15 of each year. Note: Negative reports are required. <i>(Ref. 1800.925)</i> | FMO, IPO |

| | FINAL REPORTS | REPORT DUE | RECIPIENT |
|---|--|---|-------------------|
| X | Subject Inventions/Reportable Items Final Summary Report <i>(Required for all Grants and Cooperative Agreements except for those issued solely to support education programs)</i> | Within 90 days after the expiration date of the grant/cooperative agreement. (Ref. 1800.908 and 1800.923*) | PO, GO, NTO |
| X | Properly Certified Final Federal Cash Transaction Report , SF 425 <i>(Required for all Grants and Cooperative Agreements)</i> | Within 90 days after the expiration date of the grant/cooperative agreement. (Ref. 1800.906) | FMO, GO |
| X | Summary of Research / Education Activity Report <i>(Required for all Grants and Cooperative Agreements,</i> | Within 90 days after the expiration date of the grant/cooperative agreement. (Ref. 1800.902) <i>For research related training program grants, the summary of research report is completed by the Student.</i> | TO, GO, NTO, STIO |
| X | Final Inventory Report of Federally-Owned Property <i>(Required for all Grants and Cooperative Agreements, except those issued solely for education programs and grants and cooperative agreements with commercial organizations)</i> | Within 60 days after the expiration date of the grant/cooperative agreement. (Ref. 1800.907) | CC, IPO, GO |
| | Final NASA Form 1018 NASA Property in the Custody of Contractors <i>(Required for Grants and Cooperative Agreements with commercial organizations)</i> | Within 30 days after the expiration of the grant or cooperative agreement. (Ref. 1800.925) | FMO, IPO |

*Grants and cooperative agreements with colleges, universities, nonprofit organizations, and small businesses will reference §1800.908. Grants and cooperative agreements with large businesses will reference §1800.923.

AGO = ADMINISTRATIVE GRANT OFFICER **IPO = INDUSTRIAL PROPERTY OFFICER**
CASI = CENTER FOR AEROSPACE INFORMATION **NTO = NEW TECHNOLOGY OFFICE**
CC = CLOSEOUT CONTRACTOR **PO = PATENT COUNSEL OFFICE**
FMO = FINANCIAL MANAGEMENT OFFICE **TO = TECHNICAL OFFICER**
GO = NASA GRANT OFFICER **UAO = UNIVERSITY AFFAIRS OFFICER**
HHS/PMS = HEALTH AND HUMAN SERVICES PAYMENT MANAGEMENT SYSTEM
STIO = SCIENTIFIC & TECHNICAL INFORMATION OFFICE

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| | |
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| Health and Human Services Payment Management System (<i>For SF 425s</i>) | Attn: Division of Payment Management P. O. Box 6021 Rockville, MD 20852 http://www.dpm.psc.gov |
| <i>Financial Management Office (For commercial grants - invoices)</i> | Attn: FMD-Accounts Payable NASA Shared Services Center Building 1111, Jerry Hlass Road Stennis Space Center, MS 39529 NSSC-AccountsPayable@nasa.gov Phone Number: 877-677-2123 (877-NSSC123) Fax Number: 866-779-6772 |
| Financial Management Office (<i>For inquiries</i>) | Attn: FMD-Grants NASA Shared Services Center Building 1111, Jerry Hlass Road Stennis Space Center, MS 39529 NSSC-ContactCenter@nasa.gov Phone Number: 877-677-2123 (877-NSSC123) Fax Number: 866-779-6772 |

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Recipients should submit the new technology interim and final report electronically via e-NTR at <https://ntr.ndc.nasa.gov>

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