



## The American Society of Mechanical Engineers

### New Mexico Section

## Robert O. Woods Math and Science Education Grant

### Instruction to Applicants

Thank you for applying for the ASME **Robert O. Woods Math and Science Education Grant!** The American Society of Mechanical Engineers (ASME) New Mexico Section has created the Grant to actively engage and inspire the next generation of U.S. engineers and scientists. The following instructions will guide you in preparing the application.

Please fill in the requested information on the following page. Send the completed application as an email attachment to [hjpalmer00@msn.com](mailto:hjpalmer00@msn.com). In the subject line, insert the following: “*your name*, R.O.W. Application.” Alternatively, you may download and print the .pdf version and mail your completed application package to **ASME New Mexico Section, Attention: R.O.W. Grant Administrator, 8515 Jean Parrish Ct, NE, Albuquerque, NM, 87122.**

At the end of the application, you are asked to provide a concise description of your proposed project in 300 words or less. To be considered complete, the essay must include (1) a synopsis of the project activities, (2) a short budget that includes a list of the tools and/or resources to be used, (3) the expected duration of the project and, (4) a brief discussion of why your proposal should be funded, including comments on what your students will learn or achieve. While the topic of study is virtually unlimited, project proposals must adhere to the following criteria:

- **Environmental health and safety is paramount.** Projects must not involve toxic, pathogenic, or otherwise hazardous chemicals, explosives, radioactive, or bio materials, firearms, high voltage, excessive mechanical or chemical stored energy, heavy or sharp objects, or potentially dangerous situations that may lead to injury as determined by the Board.
- The topic of study must be relevant to the field of Mathematics and/or the physical and life sciences, but teachers from any subject area may apply. For example, a music teacher may propose a project on the science of Acoustics.
- Projects should challenge students to solve problems creatively.
- Projects should focus on subject matter that is exciting and fun for girls and boys.

Completed applications must be received by **Tuesday, March 31, 2009**. If you have questions regarding this application, please contact the Administrator via email at [hjpalmer00@msn.com](mailto:hjpalmer00@msn.com). Your request will be answered promptly.

Good luck!

The ASME New Mexico Section R.O.W. Grant Administrator



## I. Applicant Information

*Please overwrite the sample information shown.*

Last name: Doe  
Fist name: John  
School name: Springfield Elementary  
Work Address: 1234 Main Street, Box 1, Albuquerque, NM 871XX  
Work telephone: (505) 123-4567  
Fax: (505) 123-4567  
Email: xxxxxxxx  
Principal/Supervisor name & phone: B. Obama, 505-XXX-XXXX  
Grade(s) taught: 6-8

## II. Project Proposal

*In 300 words or less, please describe your proposed project (see instructions, page 1).  
You may include pictures or other figures. File size may not exceed 3 megabytes.*