Here, There, and Everywhere (HTE) is a free NASA-funded program that consists of a series of exhibitions, posters, and supporting hands-on activities that utilize analogies in the teaching of science, engineering, and technology (STEM) to provide multi-generational and family-friendly content in both English and Spanish to small community centers, libraries, under-resourced small science centers for a period of 3-4 weeks. The purpose of the program is to connect cross-cutting science content (in Earth and planetary sciences and astrophysics) with everyday phenomena, helping to demonstrate the universality of physical laws and the connection between our everyday world and the universe as a whole to members of the public who may not identify strongly with science. The program will utilize multimodal content delivery (physical exhibits and handouts, interpretive stations, facilitated activities for educators as well as online materials) hosted by public science locations as identified by previous partnerships as well as through advertisement of opportunities. The exhibit is self-insured by the Smithsonian Institution. There are no direct costs to your institution for shipping or displaying the HTE exhibit or materials, though any additional resources you provide for the experience may require your own funds.

**Responsibilities of Host Venues:**

* We ask all participants to collect evaluation data for our analysis and reporting responsibilities. We'll have survey and observation forms and detailed instructions closer to the launch date on how to do the evaluations.
* We ask that all venues take a series of photos of the exhibit, preferably with people, that can be shared with us and used in reporting materials and advertisements of the program (photos of any children should be taken from the back to protect privacy, and/or have a general use form on hand to clear use).
* We ask that you be communicative to help us see how the exhibit is going. We'll have some social media presence for the exhibit and would like to post bits on the progress.
* Research community connections: It would be useful for all hosts to think of any community partners that could be brought in to expand on the exhibit and provide local connections and supplementary material. Do you have any local amateur astronomy groups that might want to do a telescope viewing/demonstration? Any local primary or secondary schools that might want to make it a field trip destination? Any local higher education institutions that you could partner with for a lecture? Any other community partners (artists, farmers, nature center directors, etc.) that could give a presentation? Perhaps a reading club or art event could be established. We will have more suggestions in our facilitation guide and implementation webinars as we approach launch, but any extension of material will help make the exhibit a success.

*By submitting this application, you agree to the responsibilities stated above.*

*Please send back this word document in .doc or .pdf format with the following information:*

1. Your Name, Title and Affiliation
2. Institution Address (incl. zip code)
3. Dates in 2013-2014 that you could host the exhibit
4. Location where the exhibit would be placed (e.g., main entry, gallery space, hallway, etc.) and what sort of traffic you would expect for said location.
5. Any opportunities you might be able to add while hosting the exhibit – local speakers, local school visits, reading clubs, etc.
6. What amount of handout/print materials you expect you would need for your visitors and approximately what amount of products would be needed in Spanish.
7. Anything else you would like to add?

*Thank you for your interest in our program! For more information, please contact:*

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