

DOCUMENT	DESCRIPTION
Fonts & Spacing Requirements – Page II-B.2	<ul style="list-style-type: none"> • Fonts: Arial, Courier New, or Palatino at a font size of 10 points or larger; Times New Roman at a font size of 11 points or larger; or Computer Modern family of fonts at a font size of 11 points or larger. • A font size of less than 10 points may be used for mathematical formulas or equations, figures, tables or diagram captions and when using a Symbol font to insert Greek letters or special characters. Other fonts not specified above, such as Cambria Math, may be used for mathematical formulas, equations, or when inserting Greek letters or special characters. Pls are cautioned, however, that the text must still be readable. • Margin: Must be at least one inch in all directions • Pagination: Each section must be numbered before being loaded
Solicitation	<ul style="list-style-type: none"> • Documents: Identify additional documents required if requested.
Cover Sheet– Page II-10	<ul style="list-style-type: none"> • Travel: If foreign travel is budgeted, check the "International Activities" box and list the activity country names. If foreign country is unknown, use the "worldwide" option. • Beginning Investigator: individuals who have not been a PI/Co-PI on a Federally funded award with the exception of doctoral dissertation, postdoc fellowship or research planning grants. • Human Subjects: If human subjects are involved please check the box and indicate "Pending" in the IRB App. Date field.
Project Summary – Page II-11	<ul style="list-style-type: none"> • Length: Limited to 1 page (4600 characters, including spaces, 51 lines or less) • Contains: Overview, Intellectual Merit, and Broader Impacts • Special Characters: If special characters are included upload under Supplementary Documents - Project Summary w/ Special Characters and check the box at the top of the project summary page to indicate it has been uploaded as a supplementary document.
Table of Contents – Page II-11	<ul style="list-style-type: none"> • Note: Automatically generated. Use this section to ensure proposal is compliant within page numbers.
Project Description – Page II-11	<ul style="list-style-type: none"> • Length: Limited to 15 pages, unless otherwise noted in the solicitation and must include: <ul style="list-style-type: none"> • Prior NSF Support: May use up to 5 pages to discuss results of prior PI/Co-PI, NSF-funded work that has had an end date in the past 5 years, or any current funding, including no cost extensions, unless otherwise stipulated in solicitation. Must include distinct headers for separate section on "Intellectual Merit" AND "Broader Impacts". No more than 1 award from each PI/Co-PI can be listed. If a PI/Co-PI has not had NSF support in the last 5 years

	<p>this must be stated. This includes Co-PIs listed as subawardees on a proposal. If there is no prior NSF support this must be stated.</p> <ul style="list-style-type: none"> • Intellectual Merit: Must include a section labeled “Intellectual Merit” that provides a clear statement of the work to be undertaken and must include the objectives for the period of the proposed work and expected significance; the relationship of this work to the present state of knowledge in the field, as well as to work in progress by the PI under other support. • Broader Impacts of Proposed Work: <u>Must</u> include a section titled “Broader Impacts of Proposed Work” discussing the broader impacts accomplished through the research itself.
References Cited – Page II-13	<ul style="list-style-type: none"> • Length: No page limit
Biographical Sketches – Page II-14	<ul style="list-style-type: none"> • Length: Limited to 2 pages and required for all Senior Personnel • Format: Please follow NSF Format in the attached biosketch. • <u>Do not include Collaborators & Other Affiliations</u>, this is a separate section of the proposal. Biosketches may no longer be grouped together in one PDF, and must be uploaded separately. • Professional Preparation: Must include <u>location</u> of undergrad, grad, and postdoc institutions.
Budget – Page II-15	<ul style="list-style-type: none"> • Note: Costs must be allowable, allocable, and reasonable. • Subaward: Budget from subaward must be provided and entered separately.
Budget Justification – Page II-15	<ul style="list-style-type: none"> • Length: Limited to 5 pages • Contents: Must include a description of all costs requested in the budget. • Travel: Domestic and International travel must be itemized and justified. • Domestic: NSF defines this as travel within and between the US, its territories and possessions. • Indirect Costs: Dollar amounts for indirect costs should be specified.
Current & Pending – Page II-23	<ul style="list-style-type: none"> • Personnel: Includes all senior personnel • Contents: Must include proposal PI is currently submitting and state “This Proposal” in the title. Please use this template. • Does not include an investigator’s professional development fund. • Format: Must be uploaded in FastLane as a single PDF file or other NSF-approved template.
Collaborators & Other Affiliations (New Section) – Page II-C.1.e	<ul style="list-style-type: none"> • Location: Upload this in the <u>Single Copy Document</u> section in FastLane. Please use this template and follow its instructions for completion.
Facilities, Equipment & Other Resources	<ul style="list-style-type: none"> • Length: No page limits.

Page II-23	<ul style="list-style-type: none"> • Content: This should include an aggregated description of the internal and external resources (both physical and personnel) that the organization and its collaborators will provide to the project, should it be funded. • Note: If there are none or this is not applicable this must be stated and uploaded into FastLane.
Data Management Plan – Page II-24	<ul style="list-style-type: none"> • Length: Limited to 2 pages • Content: Types of data, samples, and physical collections produced during the course of the project. Standards to be used for data format and content, policies for re-distribution, and plans for archiving data. • Collaborative Proposal: Only the lead institution in a collaborative proposal is required to submit a data management plan.
Postdoctoral Mentoring Plan – Page II-24	<ul style="list-style-type: none"> • Length: Limited to one page. • Content: Required only if a postdoc is listed on the budget. Describe mentoring that will be provided to all postdoc researches supported on the project. • Subawards: Any subrecipients must also include a mentoring plan if they have budgeted for postdocs. • Postdoc Mentoring Plan template
Letters of Collaboration – Page II-25	<ul style="list-style-type: none"> • Length: Limited to one paragraph with specific language • Content: Please use the below content per new NSF Guidelines: <p>“If the proposal submitted by Dr. [insert the full name of the PI] entitled [insert proposal title] is selected for funding by NSF, it is my intent to collaborate and/or commit resources as detailed in the Project Description or the Facilities, Equipment or Other Resources section of the proposal.”</p>