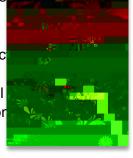# 2016 Significant Changes

NATIONAL SCIENCE FOUNDATION

When to Submit Proposals: Proposals must be received by 5 p.m. submitter's local time on the deadline date, or the proposal will not be accepted.

Collaborators & Other Affiliations Information: Previously part of the biosketch, this is a new single-copy document that requires each senior project personnel to provide information regarding collaborators and other affiliations. The new format no longer requires proposers to identify the total number of collaborators and other affiliations when providing this information.

Biographical Sketch(es): Proposers may use third-party solutions (e.g., SciENCV – instructions can be found here) to develop their biographical sketch. However, the information they submit must be compliant with NSF proposal preparation requirements. In addition, biographical sketches of all senior personnel can no longer be grouped together in a single PDF file – they must now be uploaded separately for each individual identified on the proposal as senior personnel. However, Biographical sketches for Other Personnel and for Equipment proposals should be uploaded as a single PDF file in the Other Supplementary Documents section of the proposal.

Click for Revised NSF Guidelines

Format of the Proposal: Solicitations will no longer specify different type size, margin, or spacing requirements. All NSF funding opportunities will follow the GPG formatting instructions

- o Arial, Courier New, or Palatino Linotype 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, table or diagram captions and when using a Symbol font to insert Greek letters or special characters. However, the text must still be readable.)
- o No more than six lines of text within a vertical space of one inch.
- o Margins, in all directions, must be at least an inch.

Project Summary: Only Project Summaries that use special characters may be uploaded in the Supplementary Documents section. They must contain separate headings for Overview, Intellectual Merit and Broader Impacts or the proposal will be returned without review.

Project Description: URLS must not be used in the Project Description.

Results from Prior NSF Support: Information must be provided for any PI or co-PI that has received NSF funding with a start date in the past five years (including any current funding and no cost extensions). NSF awards such as standard or continuing grants, Graduate Research Fellowship, Major Research Instrumentation, travel, conference, and center awards, etc., are subject to this requirement.

Special Information and Supplementary Documentation: Format that must be used for letters of collaboration:

> "If the proposal submitted by Dr. [insert the full name of the Principal Investigator] entitled [insert the 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."

Proposal Preparation Checklist: Reflects the changes made to the GPG and NSF's electronic systems and streamlined to emphasize the most relevant items.

- Justifications Provide justification that the species are appropriate for the proposed research. Explain why the research goals cannot be accomplished using an alternative model (e.g., computational, human, invertebrate, in vitro).
- Minimization of Pain and Distress.

[34] or will return without review proposals that are not consistent with these instructions. See GPG Chapter IV.B for additional information.

Prior to submission, it is strongly recommended that an administrative review be conducted to ensure that inclusive repetition of the required proposal contents and associated proposal preparation guidelines. It is, however, meant to highlight certain critical items so they will not be overlooked when the proposal is prepared.

> @ *HQHUDO

[ ]   The proposal is responsive to and compliant with the provisions in the program description, announcement, or solicitation.

[ ]   If the proposal has been previously declined and is being resubmitted, the proposal has been revised to take into account the major comments from the prior NSF review.

[ ]   The proposed work is appropriate for funding by NSF, and is not a duplicate of, or substantially similar to, a proposal already under consideration by NSF from the same submitter.

[ ]   The proposal must be submitted by 5 p.m. submitter's local time on the established deadline date.

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[ ]   Authorization to Deviate from NSF Proposal Preparation Requirements is included (if applicable).

[ ]   List of Suggested Reviewers, or Reviewers Not To Include has been provided (if applicable).

[ ]   SF LLL, Disclosure of Lobbying Activities has been provided (if applicable).

[ ]   Collaborators and other Affiliation information has been provided for each individual identified as senior project personnel.

> @ RYHU 6KHHW

[ ]   For interdisciplinary proposals, ensure all relevant programs are identified.

[ ]   For renewal proposals, previous award numbers have been entered.

[ ]   Related preliminary proposal number has been entered (if applicable).

[ ]   Appropriate box(es) have been checked, and requisite information has been provided.

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[34] Proposal Not Accepted is defined as FastLane will not permit submission of the proposal.

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[ ]   The Project Summary may ONLY be uploaded as a Supplementary Document if use of special characters is necessary. Such Project Summaries must be formatted with separate headings for Overview, Intellectual Merit and Broader Impacts.

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[ ]   Project Description does not exceed the page limitations specified in the GPG or solicitation.

[ ]   Project Description contains, as a separate section within the narrative, a section labeled "Broader Impacts".

[ ]   Project Description is self-

[ ]   No quantifiable financial information has been provided.

[ ]   If there are no facilities, equipment or other resources identified, a statement to that effect has been included in this section of the proposal and uploaded into FastLane.

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[ ]   The types of information identified in GPG Chapter II.C.2.j have been included, as appropriate.

[ ]   Any additional items specified in a relevant program solicitation have been included.