

NASA Guidebook for Proposers (as of April 2017) – see link below

<https://www.hq.nasa.gov/office/procurement/nraguidebook/proposer2017.pdf>

CONTENTS	PAGE LIMITS	REQUIREMENTS
Proposal Cover Page and Budget Form		<ul style="list-style-type: none"> Automatically generated by NSPIRES Each team member must confirm their participation Program specific data section Fillable budget form
Project Summary	4,000 Characters	
Data Management Plan (DMP)	4,000 Characters	<ul style="list-style-type: none"> Unless otherwise instructed in the Funding Announcement (FA), the DMP is part of the NSPIRES cover page
Table of Contents	1 Page	<ul style="list-style-type: none"> PI should include a one-page Table of Contents
Scientific/Technical/Management Section	15 Pages	
References and Citations		
Biographical Sketches	2 Pages (PI and Co-PIs) 1 Page (Co-I)	<ul style="list-style-type: none"> Required for each individual identified as senior project personnel
Current and Pending		<ul style="list-style-type: none"> Required for the PI, Co-PIs, and any Co-Is who are proposed to perform a significant share (>10%) of the proposed work Current and pending support is not required for students or foreign Co-Is
Statements of Commitment and Letter of Support		
Proposal Budget: Budget Narrative Budget Details		
Table of Personnel and Work Effort		<ul style="list-style-type: none"> This table should immediately follow the budget narrative section Must include the names and/or titles of all personnel necessary to perform the proposed effort and list the planned work to be funded by NASA and the planned work not funded by NASA in months or days Planned work not funded by NASA listed on this table is not considered cost sharing
Facilities and Equipment		
Special Notification and/or Certification		<ul style="list-style-type: none"> Some Funding Announcements (FAs) may require proposals to include special notifications or certifications regarding the impact of research with respect to, environment, human, or animal care provisions, conflicts of interest, or other topics as may be required by statute, Executive Order, or Government policies