

NSF 17-1

https://www.nsf.gov/pubs/policydocs/pappg17_1/nsf17_1.pdf

Deadline of 5:00 PM (NO EXCEPTIONS)

Organizations that are unable to submit a proposal prior to a deadline due to a natural or anthropogenic disaster will be required to submit a new Single Copy Document, “Nature of Natural or Anthropogenic Event,” when attempting to submit a late proposal using the “Special Exception to the Deadline Date Policy” box on the NSF Cover Sheet.

All PIs and Co-PIs must have an NSF ID to submit a proposal.

FastLane does not automatically paginate a proposal. Each section must be individually paginated.

1. Cover Sheet

- Program Solicitation#
- Deadline Date
- Title of Project.
- Start date and number of months in duration.
- PIs/Co-PIs (no more than 5 total this includes the PI).
- All projects involving human subjects must either to have approval from GW’s Institutional Review Board (IRB) or to affirm that the IRB has declared the research exempt from IRB review.
- International Activities Country Name(s): Proposers also should enter the country or countries. If foreign country is unknown, use the "worldwide" option.

2. Project Summary – 1 Page (4,600 Characters, including spaces. 51 lines or less)

Self-contained description of activity written in third-person which includes statement of objectives and methods employed.

- Use the three separate text boxes in Fastlane to upload the 1) Overview, 2) Intellectual Merit, and 3) Broader Impact sections of the Summary (note: separate headings are no longer needed).
- If the Project Summary contains **special characters**, it may be uploaded as a Supplementary Document. Project Summaries submitted as a PDF must be formatted with separate headings for the overview, intellectual merit and broader impacts of the proposed activity.

3. Table of Contents – generated automatically by FastLane.

4. Project Description – May Not Exceed 15 Pages, unless otherwise noted in the solicitation

- Results of prior and current NSF support for PI’s and Co-PI’s who have received NSF support within the last 5 years (including any current funding and no cost extensions). Must include all NSF funding regardless of whether there is salary support or whether the project is directly related to the proposal.

- NSF award number, amount and period of support, title, summary of results, listing of publications, evidence of research products, and if proposal is renewed for support, description of relation to completed work.

URL's that provide information necessary to review should not be used.

5. References Cited - No page limits.

6. Biosketch – Two Pages per Person required for each individual identified as Senior Personnel (Biographical sketches must be uploaded separately for each individual listed on the proposal as senior)

- No personal information is allowed
- Must be in the following order:
 - a.) Professional Preparation – Earliest to most recent.
 - b.) Appointments – Reverse chronological order beginning with current appointment.
 - c.) 10 Products (use to be called Publications) – Up to five products most closely related to the proposed project and up to five other significant products. The heading “Publications” may be used for this section if only publications are included.
 - d.) Synergistic Activities – List of up to 5 examples.
 - **Other Personnel** biographical information should be uploaded as a single PDF file in the Other Supplementary Documents section of the proposal.

COLLABORATORS AND OTHER AFFILIATIONS (Single Copy Document)

Each senior project personnel needs to provide this information as a new single-copy document--it is no longer included in the biosketch.

- Grad/Postdoc Advisors– A list of the names of the individual’s own graduate advisor(s) and principal postdoctoral sponsor(s), and their current organizational affiliations, if known.
- Thesis Advisor/Postgrad Sponsor - A list of all persons (including their organizational affiliations, if known), with whom the individual has had an association as thesis advisor. In addition, a list of all persons with whom the individual has had an association within the last five years as a postgraduate-scholar sponsor.

***** Each section of the Collaborators & Other Affiliations Information should be listed alphabetically by last name.*****

7. Budget/Justification (No more than 3 pages per proposal)

- Faculty salary – No more than 2 months of their regular salary allowed in any one year under the GPG basic guidelines. This limit includes salary compensation received from all NSF-funded grants.

If anticipated, any compensation for such personnel in excess of two months must be disclosed in the proposal budget, justified in the budget justification, and must be specifically approved by NSF in the award notice budget.

- If no person months or salary is requested for Senior Personnel, they must be removed from Section A of the budget. Their names will remain on the Cover Sheet and the individual(s) role on the project should be described in the Facilities, Equipment and other Resources section of the proposal.

***** The inclusion of voluntary committed cost sharing in NSF proposals will be prohibited *****

8. Current and Pending Support (INCLUDES the proposal being submitted)

9. Facilities, Equipment, and Other Resources

10. Data Management Plan (Required) – No more than 2 Pages

11. Postdoctoral Researcher Mentoring Plan (If Applicable) - no more than 1 Page

12. Other Supplementary Documentation: (as needed)