

NSF Checklist

- Applications are submitted via Fastlane or grants.gov
- Know the **Funding Opportunity Announcement** you are applying to
<http://www.nsf.gov/funding/>
- Talk to the program representative for advice on scientific and technical issues and grant mechanisms

GENERAL FORMATTING

- Standard US 8 ½" x 11"
- Include page numbers
- Images approximately 1200 x 1500 pixels, using 256 colors and should be readable as printed at 100% scale (do not include as appendix)
- Font type:
 - Arial, Courier New, Palatino Linotype: 10 points or larger
 - Times New Roman: 11 points or larger
 - Computer Modern family: 11 points or larger
- No more than 6 lines per vertical inch
- At least 1" margin on each side, for all pages

TYPES OF SUBMISSION

Letter of Intent

- Required by some program solicitations in advance of full proposal
- Not binding
- Typically contains PI's, Co-PI's names, title, organizations, and synopsis
- Requirement for submitting an LOI will be indicated in the solicitation

Preliminary Proposal

- Required by some solicitations, they will specify content and submission requirements
- Indicate “Preliminary Proposal” on Cover Sheet
- Preliminary Proposals, just like full proposals, are submitted by ORA
- You will receive an invitation if you can move forward to the full proposal

Full Proposal

- Types of Proposals:
 - RAPID
 - EAGER
 - Research
 - Ideas Lab
 - Equipment
 - Conference
 - International Travel
 - Fellowship
 - Facility/Center
- Sections of a full research proposal:
 - Cover Sheet
 - Project Summary
 - Table of Contents
 - Project Description
 - References Cited
 - Biographical Sketch(es)
 - Budget & Budget Justification
 - Current & Pending Support
 - Facilities, Equipment, and other Resources
 - Special Information and Supplementary Documentation (Data Management Plan; Postdoctoral Mentoring Plan (if applicable))

Project Summary:

- Include (with separate headings):
 - Overview: statement of objectives and methods
 - Intellectual merit: potential to advance knowledge
 - Broader Impacts statement: potential to benefit society
- Should be understandable to scientifically literate lay reader
- Is NOT an abstract

Project Description:

- May not exceed 15 pages (including Results from Prior NSF Support)
- Includes
 - Objectives and Significance (for science, engineering, education)

- Relation to longer-term goals of PI
- Relation to present state of knowledge
- Methods to be employed
- How will you know that you succeed?
- What benefits are being accrued if successful?
- Project activity must be well justified
- Broader Impacts: contribution to achievement of societally relevant outcome
- Results from Prior NSF Support

Broader Impacts, examples:

- Participation of minorities in STEM related activities
- Improved STEM education or educator development
- Improved well-being of individuals in society
- Development of global STEM workforce
- Increased partnerships between academia, industry, and others
- Improved national security
- Increased economic competitiveness of the US
- Enhanced infrastructure for research and education

Results from Prior NSF Support:

- For PI and co-PI
- Within past 5 years
- Limited to 5 pages
- If received more than one award, list only the one most related to this project
- Must contain: NSF award number, amount, time period, title, summary of results & accomplishments;
- Include two subheadings: Intellectual Merit & Broader Impacts
- Include list of resulting publications
- Include list of research products (related to data management plan)

http://www.nsf.gov/pubs/policydocs/pappguide/nsf15001/gpg_print.pdf