

Webinar II Script

Slide 01

Good afternoon, welcome to the second webinar associated with the competition for the management of the National Ecological Observatory Network (NEON) operations and maintenance (O&M).

My name is Roland Roberts. I am the cognizant Program Officer for NEON Operations.

I would like to introduce a few colleagues in the room with us **at NSF** and **online** who will be assisting with answering your questions at the end of this short presentation.

For large facilities, such as NEON, NSF utilizes an Integrated Project Team (IPT) approach to manage project oversight, allowing the Agency to leverage the broad range of expertise of the group for the effective oversight of the project. **(Next Slide)**

Slide 02

During today's presentation we will briefly address five topics including; the solicitation, upcoming 2020 events, letters of intent, informational site visit, and the resource library. Our intent is to spend most of the time answering your questions. **(Next Slide)**

Slide 03

The solicitation provides instructions for the preparation of the proposal. As you read this document please pay attention to the solicitation specific requirements and review criteria.

Additionally, we encourage you to address the entirety of the scope of work associated with NEON O&M and utilize the guidance provided (such as, **the Proposal & Award Policies & Procedures Guide NSF 20-1 and MFG**) for development of the budget to support said scope.

Also remember that separately submitted collaborative proposals are not permitted. All proposals in a collaborative must be submitted by one organization serving as the lead with all other organizations participating as sub-awardees. **(Next Slide)**

Slide 04 (Timeline)

We will like to highlight a few events occurring over the next few months.

LOIs are due February 21, informational site visits are being planned for March 16-20. More information about the LOIs and NEON related visits will be presented on the next two slides.

If necessary, we will consider holding another webinar in late April. However, we continue to welcome questions submitted to the competition email alias (neon-bot@nsf.gov).

The proposal submission deadline is June 19. Upon receipt of proposals, the review process will begin and is anticipated to take 12-17 months and result in award of a cooperative agreement. **(Next Slide)**

Slide 05

In two weeks, letters of intent are due. There are two components with different requirements. The **first component** is submitted via FastLane and must include;

- The project title,
- Synopsis (a brief abstract of maximum 2,500 characters of plain text),
- Point of contact for NSF inquiries,
- Project PI information, and
- Participating organizations

A note about participating organizations: FastLane only allows 5 organizations to be listed in the LOI, a lead and 4 others. Therefore, an additional field was created to add other organizations. Proposing organizations can type “not applicable” in that field if they do not have additional participating organizations.

Following submission of this **first component** you will receive an **LOI ID** that must be included with the next component.

This **second component** must be submitted via email as a pdf file and should contain the following information:

- A description of your strategic vision and proposed management concept for the operations and maintenance of NEON,
- A description of the envisioned organizational and governance structure to support NEON, including the identification of any collaborating and partnering institutions and their roles,
- A list that identifies the full names and affiliations of proposed key personnel, including the PI, any co-PIs, and senior personnel for the award and potential subawards, and
- A brief synopsis of your organization’s expertise in operating large scientific facilities.

This document is restricted to **five pages**. The submission of both components of the LOI is required for participation in subsequent competition-related activities. (**Next Slide**)

Slide 06

To provide a clearer understanding of the scope of work associated with NEON operations and maintenance, NSF will conduct informational visits to components of the NEON facility. The visits are scheduled for March 16-20 and will include the following;

NEON HQ and AOP hangar in Boulder, CO,

The Biorepository @ ASU, Tempe, AZ,
Terrestrial and aquatic sites (OS and IS @ Ordway-Swisher
Biological Station), Gainesville, FL

Participating organizations are expected to cover the travel and lodging of their representative staff. We will provide additional details via email. (**Next Slide**)

Slide 07

A Resource Library will also be available (we are in the process of putting this together) to assist with proposal preparation. Access to this resource is restricted to organizations that have submitted LOIs. The RL will include FAQs, templates of interim and annual reports, templates of the CA and CSA and other relevant documents. (**Next Slide**)

Slide 08

This concludes this brief presentation. I must express thanks to the team who has helped with staging this webinar. We welcome your questions about information presented, the competition and guidance provided in the solicitation.

Thank You