Research Sites for Educators in Chemistry (RSEC)

Program Solicitation

NSF 01-10

DIVISION OF CHEMISTRY

DEADLINE: January 24, 2001

NATIONAL SCIENCE FOUNDATION
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SUMMARY OF PROGRAM REQUIREMENTS

GENERAL INFORMATION

Program Title: Research Sites for Educators in Chemistry (RSEC)

Synopsis of Program: This activity is aimed at bringing together faculty at undergraduate institutions [associate of arts (two-year, community) colleges, baccalaureate colleges, and masters universities] with faculty at research universities to enhance the research and educational opportunities in chemistry at both the undergraduate institutions and research universities. An RSEC will provide: (1) a mechanism for disseminating the understanding, skills, ethics and practice of research to the undergraduate institutions, (2) assistance in developing viable, sustainable research at all participating institutions, (3) a means of involving faculty and graduate students with a broader cross-section of faculty and students, and (4) an effective means of involving underrepresented groups.

Cognizant Program Officer(s):

- John G. Stevens, Program Officer for Special Projects, Mathematical and Physical Sciences, Division of Chemistry, Room 1055, telephone: (703) 292-4948, e-mail: jstevens@nsf.gov.
- Donald M. Burland, Executive Officer, Mathematical and Physical Sciences, Division of Chemistry, Room 1055, telephone: (703) 292-4949, e-mail: dburland@nsf.gov.

Applicable Catalog of Federal Domestic Assistance (CFDA) Number:

- 47.049 --- Mathematical and Physical Sciences

ELIGIBILITY INFORMATION

- Organization Limit: Proposals may only be submitted by research universities in the U.S. and its territories. A research university, as defined here, is a university or a campus of a multi-campus university that awards a Ph.D. degree in chemistry.

- PI Eligibility Limit: Although it is anticipated that a multi-institutional consortium consisting of research and undergraduate universities will be involved, the Principal Investigator must be a faculty member at a research university.

- Limit on Number of Proposals: A Principal Investigator may submit only one proposal to this competition and each institution may submit only one proposal under this program. There are no limits to the number of proposals on which an individual or institution may be listed as participant or co-Principal Investigator.
AWARD INFORMATION

- **Anticipated Type of Award:** Continuing Grant
- **Estimated Number of Awards:** 2-3 Awards
- **Anticipated Funding Amount:** Approximately $1.2 million in Fiscal Year 2001

PROPOSAL PREPARATION AND SUBMISSION INSTRUCTIONS

**A. Proposal Preparation Guidelines**

- **Proposal Preparation Instructions:** Supplemental Preparation Guidelines
  - The program announcement/solicitation contains supplements to the standard Grant Proposal Guide (GPG) proposal preparation guidelines. Please see the full program announcement/solicitation for further information.

**B. Budgetary Information**

- **Cost Sharing Requirements:** Cost Sharing is required
- **Cost Sharing Level/Amount:** Institutional cost sharing is required for all equipment costs above $80,000. For amounts above $80,000 the institution must provide 50% of the funds. For example, a request for an instrument costing $140,000 would require matching funds from the institution of $30,000.
- **Indirect Cost (F&A) Limitations:** Not Applicable.
- **Other Budgetary Limitations:** Not Applicable.

**C. Deadline/Target Dates**

- **Letter of Intent Due Date(s):** None
- **Preproposal Due Date(s):** None
- **Full Proposal Due Date(s):** January 24, 2001

**D. FastLane Requirements**

- **FastLane Submission:** Full Proposal Required
- **FastLane Contact(s):**
  - Paul Spyropoulos, FastLane User Support, Division of Chemistry, telephone: (703) 292-4969, e-mail: chefl@nsf.gov.
PROPOSAL REVIEW INFORMATION

• Merit Review Criteria: National Science Board approved criteria. Additional merit review considerations apply. Please see the full program announcement/solicitation for further information.

AWARD ADMINISTRATION INFORMATION

• Award Conditions: Standard NSF award conditions apply.
• Reporting Requirements: Standard NSF Reporting Requirements apply.
I. INTRODUCTION

The Directorate for Mathematical and Physical Sciences announces an opportunity for support of Research Sites for Educators in Chemistry (RSEC). An RSEC is intended to bring together the faculty of participating associate of arts (two-year, community) colleges, baccalaureate colleges, and master's universities, collectively referred to here as undergraduate institutions, with faculty at research universities to enhance the research and educational opportunities at all participating institutions. According to Science and Engineering Indicators 2000, in 1996 72% of the students enrolled in higher education were attending an undergraduate institution. Many students from these institutions go directly into the scientific and engineering workforce without receiving research experience. Yet, as the NSF Strategic Plan for FY2001-2006 states, "Effective integration of research and education at all levels infuses learning with the excitement of discovery. Joining together research and education also assures that the findings and methods of research are quickly and effectively communicated in a broader context and to a larger audience." Research also develops specific skills, understanding of accepted practices, and appreciation for ethical issues. Faculty at undergraduate institutions that wish to conduct research and to incorporate research into their undergraduate curriculum may not have contact with research universities, may lack advanced instrumentation, and may find it difficult to keep abreast of scientific developments. This program is intended to provide research opportunities for faculty at undergraduate institutions and to promote the integration of research and education at all involved institutions.

An RSEC will provide: (1) a mechanism for disseminating the understanding, skills, ethics and practice of research to the undergraduate institutions, (2) assistance in developing viable, sustainable research at all participating institutions, (3) a means of involving faculty and graduate students with a broader cross-section of faculty and students, and (4) an effective means of involving underrepresented groups.

II. PROGRAM DESCRIPTION

An RSEC is expected to serve as a national model for collaboration between research universities and undergraduate institutions. A region served by an RSEC might include an urban area or a larger geographical entity. The RSEC might also be a virtual center serving a wider geographical area via Internet connections among the participants. The RSEC should include a number of undergraduate institutions and may involve more than one research university. The RSEC should have a focused research program within the subject areas generally supported by the NSF Division of Chemistry. The focused program may be multidisciplinary in nature, involving disciplines other than chemistry. The subject matter of the research should have broad appeal and potential for synergy. The program should be appropriate for the expertise and facilities available at the participating institutions. It should take into account realities, such as teaching loads, and should be organized so as to be viewed positively by administrators at all of the institutions served by the site. The organization and management structure must be designed to achieve the goals of the RSEC, to assess its performance, and to make changes when necessary. Applicants are encouraged to take a fresh look at the challenges involved in providing research experiences for faculty who might not otherwise have the same level of opportunities and to suggest novel ways of promoting long-term relationships between or among research universities and undergraduate institutions. Especially desirable are relationships that enhance
the effectiveness with which undergraduate faculty develop the career potential of students from underrepresented groups. The institutional commitment to the establishment of an RSEC and its maintenance after completion of federal funding will be factors in an award decision.

Examples of activities appropriate for this program include, but are not limited to:

- Development at participating undergraduate institutions of sustainable research programs that capitalize on both the resources of the research university and the resources available at the undergraduate institutions;
- Establishment of regional chemistry research facilities that can be used by students and faculty from the participating institutions in collaboration with faculty from the host research university;
- Use of the Internet to make possible remote access to equipment and to facilitate participation in research at multiple locations;
- Development of teleconferencing and other techniques to provide frequent virtual meetings of all participants;
- Development of mechanisms for on-line or other means of sharing library resources.

Proposals should define the RSEC, describe the research areas to be addressed, define the mission and goals in specific terms, describe how the desired goals will be achieved, define performance criteria, and design a process to assess performance. The applicants should describe the organizational structure of the RSEC and indicate how this structure will promote the RSEC's effectiveness and impact.

The leadership of an RSEC should be provided by a small group, including the Principal Investigator as director. The leadership structure may include an external advisory committee. The director of the RSEC should be a respected scientist with demonstrated organizational, managerial, and leadership ability. Operational guidance should be provided by a committee of scientists from the participating institutions. Although a multi-institutional consortium may be involved, a single entity must accept overall management responsibility in dealing with NSF. This entity must be a research university. Support may be requested in the budget for activities at all of the institutions involved in the RSEC, including support, where appropriate, for research expenses at the undergraduate institutions.

**III. ELIGIBILITY INFORMATION**

Although a multi-institutional consortium may be involved, the Principal Investigator must be a faculty member at a research university. A research university, as defined here, is a university or a campus of a multi-campus university that awards a Ph.D. degree in chemistry.

**IV. AWARD INFORMATION**

Under this announcement, proposals may be submitted for any funding amount up to $400,000 per year for up to five years. The program expects to make approximately two to three continuing five-year awards depending on the quality of submissions and the availability of
Approximately $1.2 million is expected to be available for this initiative in FY 2001 subject to the availability of funds. Anticipated notification of whether proposals have been declined or recommended for funding will be six months from the deadline date.

**V. PROPOSAL PREPARATION AND SUBMISSION INSTRUCTIONS**

**A. Proposal Preparation Instructions**

**Full Proposal Instructions:**

Proposals submitted in response to this program announcement/solicitation should be prepared and submitted in accordance with the general guidelines contained in the NSF *Grant Proposal Guide* (GPG). The complete text of the GPG is available electronically on the NSF Web Site at: [http://www.nsf.gov/cgi-bin/getpub?nsf012](http://www.nsf.gov/cgi-bin/getpub?nsf012). Paper copies of the GPG may be obtained from the NSF Publications Clearinghouse, telephone (301) 947-2722 or by e-mail from pubs@nsf.gov.

The NSF Grant Proposal Guide (GPG), NSF01-2, describes the format required for proposals. The Project Description section of the proposal will be subject to the page limitations for each subsection described below. Proposals not adhering to these limits or to the format requirements, including the formatting of references, will be returned without review.

- Detailed description of the educational and intellectual focus and rationale for the RSEC, its overall goals, and expected impact (3 pages, maximum);
- Planned focused scientific activities, including the roles of the various partners and a plan for institutionalizing the site’s activities after five years (12 pages, maximum);
- Plans for human resource development and impact on underrepresented groups, including involvement of faculty from participating institutions; (6 pages, maximum);
- Description of goals and outcomes expected and details of how the impact of the RSEC will be measured and evaluated (3 pages, maximum);
- Description of the organizational structure of the site that clearly outlines the proposed management structure, mechanisms for focusing activities, methods for selecting and integrating research participants, criteria for selection of participants, and allocation of funds and equipment (4 pages, maximum).

Biographical sketches are required for the Principal Investigator and other members of the RSEC leadership group. Each biographical sketch, limited to two pages, should include a brief summary of results of prior NSF support. This summary will take the place of the normally required "Results from Prior NSF Support" subsection of the Project Description. Additional sources of financial support for the site should be identified. The budget may include funds for participant support at any of the participating institutions. Please note that signed letters describing collaborative arrangements significant to the proposals should be scanned and submitted as PDF files in the "supplementary documentation" FastLane form. No hard copies should be submitted. Only letters of commitment are permitted. "Endorsement" letters may not be included. No appendices are permitted.
Proposers are reminded to identify the program announcement/solicitation number (NSF 01-10) in the program announcement/solicitation block on the proposal Cover Sheet (NSF Form 1207). Compliance with this requirement is critical to determining the relevant proposal processing guidelines. Failure to submit this information may delay processing.

**B. Budgetary Information**

Cost sharing is required for all equipment costs above $80,000. For amounts above $80,000 the institution must provide 50% of the funds. For example, a request for an instrument costing $140,000 would require matching funds of $30,000. The proposed cost sharing must be shown on line M on the proposal budget. Documentation of the availability of cost sharing must be included in the proposal.

Only items which would be allowable under the applicable cost principles, if charged to the project, may be included in the awardee’s contribution to cost sharing. Contributions may be made from any non-Federal source, including non-Federal grants or contracts, and must be cash (see OMB Circular A-110, Section 23). It should be noted that contributions counted as cost sharing toward projects of another Federal agency may not be counted towards meeting the specific cost-sharing requirements of the NSF award.

All cost sharing amounts are subject to audit. Failure to provide the level of cost-sharing reflected in the approved award budget may result in termination of the NSF award, disallowance of award costs and/or refund of award funds to NSF.

**C. Deadline/Target Dates**

Proposals submitted in response to this announcement/solicitation must be submitted by **5:00 PM, local time on January 24, 2001**.

**D. FastLane Requirements**

Proposers are required to prepare and submit all proposals for this Program Solicitation through the FastLane system. Detailed instructions for proposal preparation and submission via FastLane are available at: [http://www.fastlane.nsf.gov/a1/newstan.htm](http://www.fastlane.nsf.gov/a1/newstan.htm). For FastLane user support, call 1-800-673-6188.

*Submission of Signed Cover Sheets.* The signed copy of the proposal Cover Sheet (NSF Form 1207) must be postmarked (or contain a legible proof of mailing date assigned by the carrier) within five working days following proposal submission and be forwarded to the following address:

National Science Foundation  
DIS – FastLane Cover Sheet  
4201 Wilson Blvd.  
Arlington, VA 22230
VI. PROPOSAL REVIEW INFORMATION

A. NSF Proposal Review Process

Reviews of proposals submitted to NSF are solicited from peers with expertise in the substantive area of the proposed research or education project. These reviewers are selected by Program Officers charged with the oversight of the review process. NSF invites the proposer to suggest at the time of submission, the names of appropriate or inappropriate reviewers. Care is taken to ensure that reviewers have no conflicts with the proposer. Special efforts are made to recruit reviewers from non-academic institutions, minority-serving institutions, or adjacent disciplines to that principally addressed in the proposal.

Proposals will be reviewed against the following general review criteria established by the National Science Board. Following each criterion are potential considerations that the reviewer may employ in the evaluation. These are suggestions and not all will apply to any given proposal. Each reviewer will be asked to address only those that are relevant to the proposal and for which he/she is qualified to make judgements.

What is the intellectual merit of the proposed activity?
How important is the proposed activity to advancing knowledge and understanding within its own field or across different fields? How well qualified is the proposer (individual or team) to conduct the project? (If appropriate, the reviewer will comment on the quality of the prior work.) To what extent does the proposed activity suggest and explore creative and original concepts? How well conceived and organized is the proposed activity? Is there sufficient access to resources?

What are the broader impacts of the proposed activity?
How well does the activity advance discovery and understanding while promoting teaching, training, and learning? How well does the proposed activity broaden the participation of underrepresented groups (e.g., gender, ethnicity, disability, geographic, etc.)? To what extent will it enhance the infrastructure for research and education, such as facilities, instrumentation, networks, and partnerships? Will the results be disseminated broadly to enhance scientific and technological understanding? What may be the benefits of the proposed activity to society?

Principal Investigators should address the following elements in their proposal to provide reviewers with the information necessary to respond fully to both of the above-described NSF merit review criteria. NSF staff will give these elements careful consideration in making funding decisions.

Integration of Research and Education
One of the principal strategies in support of NSF's goals is to foster integration of research and education through the programs, projects, and activities it supports at academic and research institutions. These institutions provide abundant opportunities where individuals may concurrently assume responsibilities as researchers, educators, and students and where all can engage in joint efforts that infuse education with the excitement of discovery and enrich research through the diversity of learning perspectives.
Integrating Diversity into NSF Programs, Projects, and Activities

Broadening opportunities and enabling the participation of all citizens - women and men, underrepresented minorities, and persons with disabilities - is essential to the health and vitality of science and engineering. NSF is committed to this principle of diversity and deems it central to the programs, projects, and activities it considers and supports.

Additional Review Criteria

In addition to the standard review criteria, reviewers will be asked to use the following criteria when reviewing proposals submitted in response to this announcement.

- Quality of the scientific activities and their potential for impact on the dissemination of the understanding, skills, practices and ethics of research to a broader community;
- Appropriateness of the proposed research activities to the institutions involved;
- Effectiveness of the proposed plan for involving faculty from underrepresented groups in research;
- Capabilities of the RSEC leadership, including managerial and organizational ability of the proposed leadership team;
- Quality and anticipated effectiveness of the management plan, including plans for interaction among RSEC host staff and participants, for operation of the RSEC, including selection of activities and participants, and for institutionalization of the site’s activities;
- Clarity of mission and goals and quality of the evaluation plan;
- Potential of the RSEC as a national model for enhancing the research experiences of faculty at undergraduate institutions, promoting interaction among faculty at research and undergraduate institutions, and providing a more comprehensive educational experience for students at all involved institutions.

A summary rating and accompanying narrative will be completed and signed by each reviewer. In all cases, reviews are treated as confidential documents. Verbatim copies of reviews, excluding the names of the reviewers, are mailed to the Principal Investigator/Project Director by the Program Director. In addition, the proposer will receive an explanation of the decision to award or decline funding.

B. Review Protocol and Associated Customer Service Standard

All proposals are carefully reviewed by at least three other persons outside NSF who are experts in the particular field represented by the proposal. Proposals submitted in response to this announcement/solicitation will be reviewed by Mail and/or panel review.

Reviewers will be asked to formulate a recommendation to either support or decline each proposal. The Program Officer assigned to manage the proposal's review will consider the advice of reviewers and will formulate a recommendation.

NSF will be able to tell applicants whether their proposals have been declined or recommended for funding within six months for 95 percent of proposals. The time interval begins on the
proposal deadline or target date or from the date of receipt, if deadlines or target dates are not used by the program. The interval ends when the Division Director accepts the Program Officer's recommendation.

In all cases, after programmatic approval has been obtained, the proposals recommended for funding will be forwarded to the Division of Grants and Agreements for review of business, financial, and policy implications and the processing and issuance of a grant or other agreement. Proposers are cautioned that only a Grants and Agreements Officer may make commitments, obligations or awards on behalf of NSF or authorize the expenditure of funds. No commitment on the part of NSF should be inferred from technical or budgetary discussions with a NSF Program Officer. A Principal Investigator or organization that makes financial or personnel commitments in the absence of a grant or cooperative agreement signed by the NSF Grants and Agreements Officer does so at its own risk.

VII. AWARD ADMINISTRATION INFORMATION

A. Notification of the Award

Notification of the award is made to the submitting organization by a Grants Officer in the Division of Grants and Agreements. Organizations whose proposals are declined will be advised as promptly as possible by the cognizant NSF Program Division administering the program. Verbatim copies of reviews, not including the identity of the reviewer, will be provided automatically to the Principal Investigator. (See section VI. A, for additional information on the review process.)

B. Award Conditions

An NSF award consists of: (1) the award letter, which includes any special provisions applicable to the award and any numbered amendments thereto; (2) the budget, which indicates the amounts, by categories of expense, on which NSF has based its support (or otherwise communicates any specific approvals or disapprovals of proposed expenditures); (3) the proposal referenced in the award letter; (4) the applicable award conditions, such as Grant General Conditions (NSF-GC-1)* or Federal Demonstration Partnership (FDP) Terms and Conditions * and (5) any NSF brochure, program guide, announcement or other NSF issuance that may be incorporated by reference in the award letter. Cooperative agreement awards also are administered in accordance with NSF Cooperative Agreement Terms and Conditions (CA-1). Electronic mail notification is the preferred way to transmit NSF awards to organizations that have electronic mail capabilities and have requested such notification from the Division of Grants and Agreements.

*These documents may be accessed electronically on NSF's web site at http://www.nsf.gov/home/grants/grants_gac.htm. Paper copies may be obtained from the NSF Publications Clearinghouse, telephone (301) 947-2722 or by e-mail from pubs@nsf.gov.

C. Reporting Requirements

For all multi-year grants (including both standard and continuing grants), the PI must submit an annual project report to the cognizant Program Officer at least 90 days before the end of the current budget period.

Within 90 days after the expiration of an award, the PI also is required to submit a final project report. Approximately 30 days before expiration, NSF will send a notice to remind the PI of the requirement to file the final project report. Failure to provide final technical reports delays NSF review and processing of pending proposals for that PI. PIs should examine the formats of the required reports in advance to assure availability of required data.

NSF has implemented an electronic project reporting system, available through FastLane. This system permits electronic submission and updating of project reports, including information on: project participants (individual and organizational); activities and findings; publications; and other specific products and contributions. PIs will not be required to re-enter information previously provided, either with a proposal or in earlier updates using the electronic system.

VIII. CONTACTS FOR ADDITIONAL INFORMATION

General inquiries should be made to the Research Sites for Educators in Chemistry Program:

- John G. Stevens, Program Officer for Special Projects, Mathematical and Physical Sciences, Division of Chemistry, Room 1055, telephone: (703) 292-4948, e-mail: jstevens@nsf.gov.
- Donald M. Burland, Executive Officer, Mathematical and Physical Sciences, Division of Chemistry, Room 1055, telephone: (703) 292-4949, e-mail: dburland@nsf.gov.

For questions related to the use of FastLane, contact, Paul Spyropoulos, FastLane User Support, Division of Chemistry, telephone: (703) 292-4969, e-mail: chefl@nsf.gov.

IX. OTHER PROGRAMS OF INTEREST

The NSF Guide to Programs is a compilation of funding for research and education in science, mathematics, and engineering. The NSF Guide to Programs is available electronically at http://www.nsf.gov/cgi-bin/getpub?gp. General descriptions of NSF programs, research areas, and eligibility information for proposal submission are provided in each chapter.

Many NSF programs offer announcements or solicitations concerning specific proposal requirements. To obtain additional information about these requirements, contact the appropriate NSF program offices. Any changes in NSF's fiscal year programs occurring after press time for the Guide to Programs will be announced in the NSF E-Bulletin, which is updated daily on the NSF web site at http://www.nsf.gov/home/ebulletin, and in individual program announcements/solicitations. Subscribers can also sign up for NSF's Custom News Service (http://www.nsf.gov/home/cns/start.htm) to be notified of new funding opportunities that become available.
ABOUT THE NATIONAL SCIENCE FOUNDATION

The National Science Foundation (NSF) funds research and education in most fields of science and engineering. Awardees are wholly responsible for conducting their project activities and preparing the results for publication. Thus, the Foundation does not assume responsibility for such findings or their interpretation.

NSF welcomes proposals from all qualified scientists, engineers and educators. The Foundation strongly encourages women, minorities and persons with disabilities to compete fully in its programs. In accordance with Federal statutes, regulations and NSF policies, no person on grounds of race, color, age, sex, national origin or disability shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving financial assistance from NSF (unless otherwise specified in the eligibility requirements for a particular program).

Facilitation Awards for Scientists and Engineers with Disabilities (FASED) provide funding for special assistance or equipment to enable persons with disabilities (investigators and other staff, including student research assistants) to work on NSF-supported projects. See the program announcement/solicitation for further information.

The National Science Foundation has Telephonic Device for the Deaf (TDD) and Federal Information Relay Service (FIRS) capabilities that enable individuals with hearing impairments to communicate with the Foundation about NSF programs, employment or general information. TDD may be accessed at (703) 292-5090, FIRS at 1-800-877-8339.

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PRIVACY ACT AND PUBLIC BURDEN STATEMENTS

The information requested on proposal forms and project reports is solicited under the authority of the National Science Foundation Act of 1950, as amended. The information on proposal forms will be used in connection with the selection of qualified proposals; project reports submitted by awardees will be used for program evaluation and reporting within the Executive Branch and to Congress. The information requested may be disclosed to qualified reviewers and staff assistants as part of the proposal review process; to applicant institutions/grantees to provide or obtain data regarding the proposal review process, award decisions, or the administration of awards; to government contractors, experts, volunteers and researchers and educators as necessary to complete assigned work; to other government agencies needing information as part of the review process or in order to coordinate programs; and to another Federal agency, court or party in a court or Federal administrative proceeding if the government is a party. Information about Principal Investigators may be added to the Reviewer file and used to select potential candidates to serve as peer reviewers or advisory committee members. See Systems of Records, NSF-50, "Principal Investigator/Proposal File and Associated Records," 63 Federal Register 267 (January 5, 1998), and NSF-51, "Reviewer/Proposal File and Associated Records," 63 Federal Register 268 (January 5, 1998). Submission of the information is voluntary. Failure to provide full and complete information, however, may reduce the possibility of receiving an award.

Pursuant to 5 CFR 1320.5(b), an agency may not conduct or sponsor, and a person is not required to respond to an information collection unless it displays a valid OMB control number. The OMB control number for this collection is 3145-0058. Public reporting burden for this collection of information is estimated to average 120 hours per response, including the time for reviewing instructions. Send comments regarding this burden estimate and any other aspect of this collection of information, including suggestions for reducing this burden, to: Suzanne Plimpton, Reports Clearance Officer, Information Dissemination Branch, Division of Administrative Services, National Science Foundation, Arlington, VA 22230, or to Office of Information and Regulatory Affairs of OMB, Attention: Desk Officer for National Science Foundation (3145-0058), 725 - 17th Street, N.W. Room 10235, Washington, D.C. 20503.

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