

Inclusion Across the Nation of Communities of Learners of Underrepresented Discoverers in Engineering and Science (NSF INCLUDES)

NSF INCLUDES Planning Grants

PROGRAM SOLICITATION NSF 19-600



National Science Foundation

Full Proposal Deadline(s) (due by 5 p.m. submitter's local time):

December 03, 2019

July 13, 2020

IMPORTANT INFORMATION AND REVISION NOTES

- NSF INCLUDES Planning Grants are intended to build capacity in the community to undertake the activities necessary to establish future centers, alliances, or other large-scale networks to address a broadening participation challenge at scale.
- An NSF INCLUDES Planning Grant is not a prerequisite for future NSF INCLUDES competitions.
- Prior NSF INCLUDES funding is not required to be eligible for a Planning Grant.
- NSF INCLUDES Design and Development Launch Pilots are encouraged to apply.
- Additional review criteria are included in this solicitation in Section VII.

Any proposal submitted in response to this solicitation should be submitted in accordance with the revised *NSF Proposal & Award Policies & Procedures Guide* (PAPPG) (NSF 19-1), which is effective for proposals submitted, or due, on or after February 25, 2019.

SUMMARY OF PROGRAM REQUIREMENTS

General Information

Program Title:

NSF INCLUDES Planning Grants

Synopsis of Program:

In 2016, the National Science Foundation (NSF) unveiled a set of "Big Ideas," 10 bold, long-term research and process ideas that identify areas for future investment at the frontiers of science and engineering (see https://www.nsf.gov/news/special_reports/big_ideas/index.jsp). The Big Ideas represent unique opportunities to position our Nation at the cutting edge of global science and engineering leadership by bringing together diverse disciplinary perspectives to support convergence research. As such, when responding to this solicitation, even though proposals must be submitted to the **Education and Human Resources (EHR) Directorate/Division of Human Resource Development (HRD)**, once received, the proposals will be managed by a cross-disciplinary team of NSF Program Directors.

Through this solicitation, NSF Inclusion across the Nation of Communities of Learners of Underrepresented Discoverers in Engineering and Science (NSF INCLUDES) will support Planning Grants to build capacity for the development of collaborative infrastructure to: (a) facilitate innovative partnerships, networks, and theories of action for broadening participation in science, technology, engineering, and mathematics (STEM) at scale and (b) lead to the establishment of future centers, alliances, or other large-scale networks to address a broadening participation challenge. While this solicitation is open to all, NSF INCLUDES Design and Development Launch Pilots are especially encouraged to apply, as a Planning Grant could serve as an intermediate conduit for bringing their exploratory pilot work to scale.

A hallmark of NSF INCLUDES is to support the development of collaborative infrastructure to achieve systemic change. Collaborative infrastructure refers to the process by which partnering organizations come together with a shared vision; map out mutually reinforcing activities; develop goals, objectives, and measures to chart their progress; engage in constant communication; and advance the potential for expansion, sustainability, and scaling that would not be possible otherwise.

NSF INCLUDES, one of the 10 Big Ideas, is a comprehensive national initiative to enhance U.S. leadership in STEM discoveries and innovations focused on NSF's commitment to diversity, inclusion, and broadening participation in these fields. The vision of NSF INCLUDES is

to catalyze the STEM enterprise to work collaboratively for inclusive change, resulting in a STEM workforce that reflects the population of the Nation. NSF INCLUDES features a National Network composed of Design and Development Launch Pilots, Alliances, a Coordination Hub, NSF-funded broadening participation projects, other relevant NSF-funded projects, and other organizations that support the development of talent from all sectors of society to build an inclusive STEM workforce.

Contact Information:

Please note that the following information is current at the time of publishing. See program website for any updates to the points of contact.

- NSF INCLUDES, telephone: (703) 292-4635, email: nsfincludes@nsf.gov

Applicable Catalog of Federal Domestic Assistance (CFDA) Number(s):

- 47.041 --- Engineering
- 47.049 --- Mathematical and Physical Sciences
- 47.050 --- Geosciences
- 47.070 --- Computer and Information Science and Engineering
- 47.074 --- Biological Sciences
- 47.075 --- Social Behavioral and Economic Sciences
- 47.076 --- Education and Human Resources
- 47.079 --- Office of International Science and Engineering
- 47.083 --- Office of Integrative Activities (OIA)

Award Information

Anticipated Type of Award: Standard Grant

Estimated Number of Awards: 20 to 30

An NSF INCLUDES Planning Grant is for 12-16 months in duration and the proposed budget for each Planning Grant must not exceed \$100,000.

Anticipated Funding Amount: \$1,000,000 to \$3,000,000

Subject to the quality of proposals received and availability of funds.

Eligibility Information

Who May Submit Proposals:

The categories of proposers eligible to submit proposals to the National Science Foundation are identified in the *NSF Proposal & Award Policies & Procedures Guide (PAPPG)*, Chapter I.E. Unaffiliated individuals are not eligible to submit proposals in response to this solicitation.

Who May Serve as PI:

Current NSF INCLUDES Alliance PIs and Co-PIs are not eligible to serve as a PI or Co-PI on an NSF INCLUDES Planning Grant proposal.

Limit on Number of Proposals per Organization:

There are no restrictions or limits.

Limit on Number of Proposals per PI or Co-PI:

An individual may be listed as a PI or Co-PI on only one NSF INCLUDES Planning Grant proposal.

Proposal Preparation and Submission Instructions

A. Proposal Preparation Instructions

- **Letters of Intent:** Not required
- **Preliminary Proposal Submission:** Not required
- **Full Proposals:**
 - Full Proposals submitted via FastLane: *NSF Proposal and Award Policies and Procedures Guide (PAPPG)* guidelines apply. The complete text of the PAPPG is available electronically on the NSF website at: https://www.nsf.gov/publications/pub_summ.jsp?ods_key=pappg.
 - Full Proposals submitted via Research.gov: *NSF Proposal and Award Policies and Procedures Guide (PAPPG)* guidelines apply. The complete text of the PAPPG is available electronically on the NSF website at: https://www.nsf.gov/publications/pub_summ.jsp?ods_key=pappg.
 - Full Proposals submitted via Grants.gov: *NSF Grants.gov Application Guide: A Guide for the Preparation and Submission of NSF Applications via Grants.gov* guidelines apply (Note: The *NSF Grants.gov Application Guide* is available on the Grants.gov website and on the NSF website at: https://www.nsf.gov/publications/pub_summ.jsp?ods_key=grantsgovguide).

B. Budgetary Information

- **Cost Sharing Requirements:**

Inclusion of voluntary committed cost sharing is prohibited.

- **Indirect Cost (F&A) Limitations:**

Not Applicable

- **Other Budgetary Limitations:**

Not Applicable

C. Due Dates

- **Full Proposal Deadline(s)** (due by 5 p.m. submitter's local time):

December 03, 2019

July 13, 2020

Proposal Review Information Criteria

Merit Review Criteria:

National Science Board approved criteria. Additional merit review considerations apply. Please see the full text of this solicitation for further information.

Award Administration Information

Award Conditions:

Additional award conditions apply. Please see the full text of this solicitation for further information.

Reporting Requirements:

Standard NSF reporting requirements apply.

TABLE OF CONTENTS

Summary of Program Requirements

- I. **Introduction**
- II. **Program Description**
- III. **Award Information**
- IV. **Eligibility Information**
- V. **Proposal Preparation and Submission Instructions**
 - A. Proposal Preparation Instructions
 - B. Budgetary Information
 - C. Due Dates
 - D. FastLane Requirements
- VI. **NSF Proposal Processing and Review Procedures**
 - A. Merit Review Principles and Criteria
 - B. Review and Selection Process
- VII. **Award Administration Information**
 - A. Notification of the Award
 - B. Award Conditions
 - C. Reporting Requirements
- VIII. **Agency Contacts**
- IX. **Other Information**

I. INTRODUCTION

Diversity – of perspectives, backgrounds and approaches – is essential for excellence in research and innovation in science and engineering.¹ Full participation of all of America's STEM talent is critical to the advancement of science and engineering for national security, health, and prosperity. Women, persons with disabilities, African Americans/Blacks, Hispanic Americans, American Indians, Alaska Natives, Native Hawaiians, Native Pacific Islanders, and persons from economically disadvantaged backgrounds have been historically under-engaged in various fields of science and engineering across all levels, from preK-12 to long-term workforce participation.^{2,3} Inclusion of talent from all sectors of American society is necessary for the health and vitality of the science and

engineering community and its societal relevance.

To broaden participation in STEM, NSF is investing in the development of the NSF INCLUDES National Network, composed of Design and Development Launch Pilots, Alliances, the Coordination Hub, NSF-funded broadening participation projects, other large-scale NSF-funded projects, and other organizations that support the goals of NSF INCLUDES. New networks, systems, partnerships, approaches to using data for change, and a focus on communicating about impact and results at scale are all hallmarks of NSF INCLUDES. The initiative fosters the creation of a collection of exemplars over time for designing, implementing, studying, and refining collaborative change models that are based on collective impact-style approaches, and on networks that support adoption and adaptation at scale.^{4,5,6,7}

Development of the NSF INCLUDES National Network

Design and Development Launch Pilots. NSF INCLUDES began in FY2016 (NSF 16-544) and continued in FY 2017 (NSF 17-522) with the funding of Design and Development Launch Pilots. These two-year projects explored the feasibility of using collaborative change strategies in bold, innovative ways on a limited scale to solve broadening participation challenges in STEM.

Coordination Hub. The NSF INCLUDES Coordination Hub was funded in FY 2018 (NSF 17-591). The Coordination Hub leads the development of collaborative infrastructure across the National Network to align NSF INCLUDES activities, establish common metrics and measurement practices and provide support for communication and networking, network assistance and reinforcement, implementation research and evaluation, and visibility and expansion for the NSF INCLUDES National Network as a whole.⁸

Alliances. In FY 2018, NSF funded the first cohort of NSF INCLUDES Alliances (NSF 18-529), which built upon the achievements of the Design and Development Launch Pilots and have the potential to substantially broaden participation in STEM fields.^{9,10} Alliances take collaborative change strategies, lessons learned, promising practices, and evidence-based mechanisms from the Design and Development Launch Pilots; the science of broadening participation literature; and the research and evaluations from past and present efforts related to broadening participation in STEM and employ them at a larger scale. Alliances bring together programs, people, organizations, technologies, and institutions to achieve results at scale, provide new research, and leverage NSF's broadening participation investments. Each Alliance is committed to collectively achieving common goals through a well-defined set of common objectives. The NSF INCLUDES approach requires that each Alliance focus not only on its own vision and goals, but also work with other organizations within the NSF INCLUDES National Network. This work is facilitated through the NSF INCLUDES Coordination Hub. Alliances are also supported by their own independent backbone or support organization.

On Ramps. Starting in FY 2017, NSF INCLUDES funded "on ramps" as one element of its multi-faceted approach. These activities represent opportunities for novel approaches in which new and currently-funded NSF projects from across all NSF directorates engage with the NSF INCLUDES National Network. On ramps proposals are submitted through NSF INCLUDES Dear Colleague Letters (NSF 17-111, NSF 19-038, and NSF 19-042) and include Early-concept Grants for Exploratory Research (EAGER), conferences and workshops, and supplements that support the tenets of NSF INCLUDES and provide connections to the NSF INCLUDES National Network.

Through this solicitation, NSF INCLUDES will support Planning Grants to build capacity for the development of collaborative infrastructure to: (a) facilitate innovative partnerships, networks, and theories of action for broadening participation in STEM at scale and (b) lead to the establishment of future centers, alliances, or other large-scale networks to address a broadening participation challenge. This solicitation invites submissions from a broad range of diverse institutional partnerships, principal investigators, and contexts. This solicitation is open to all, but NSF INCLUDES Design and Development Launch Pilots are especially encouraged to apply, as a Planning Grant could serve as an intermediate conduit for bringing their exploratory pilot work to scale. Prior NSF INCLUDES support is not required to be eligible for a Planning Grant. A Planning Grant is also not a prerequisite to participate in a future NSF INCLUDES competition.

1. Page, S. E. (2007). *The Difference: How the Power of Diversity Creates Better Groups, Firms, Schools, and Societies*. Princeton University Press.
2. National Academies of Sciences, Engineering, and Medicine. (2011). *Expanding Underrepresented Minority Participation: America's Science and Technology Talent at the Crossroads*. National Academies Press. Washington, DC.
3. Malcom, S., & Feder, M. (Eds.). (2016). *Barriers and Opportunities for 2-Year and 4-Year STEM Degrees: Systemic Change to Support Students' Diverse Pathways*. National Academies Press. Washington, DC doi: 10.17226/21739.
4. Kania, J., & Kramer, M. (2011). Collective impact. *Stanford Social Innovation Review, Winter*, 36-41. Retrieved from https://ssir.org/articles/entry/collective_impact
5. Bryk, A. S., Gomez, L. M., & Grunow, A. (2011). Getting ideas into action: Building networked improvement communities in education. In *Frontiers in sociology of education* (pp. 127-162). Springer Netherlands.
6. Waitzer, J. M., & Paul, R. (2011). Scaling social impact: When everybody contributes, everybody wins. *innovations*, 6(2), 143-155. Retrieved from https://www.mitpressjournals.org/doi/pdf/10.1162/INOV_a_00074
7. Committee on Equal Opportunities in Science and Engineering (CEOSE). (2013). *2011-2012 Biennial Report to Congress: Broadening Participation in America's STEM Workforce*. Arlington, VA. Retrieved from https://www.nsf.gov/od/oaia/activities/ceose/reports/Full_2011-2012_CEOSE_Report_to_Congress_Final_03-04-2014.pdf
8. Turner, S., Merchant, K., Kania, J., & Martin, E. (2012). Understanding the value of backbone organizations in collective impact: Part 1. *Stanford Social Innovation Review*, 25-32. Retrieved from https://ssir.org/articles/entry/understanding_the_value_of_backbone_organizations_in_collective_impact_1
9. Committee on Equal Opportunities in Science and Engineering (CEOSE). (2015). *Broadening Participation in America's STEM Workforce* (p. 28). Arlington, VA.
10. NSF Broadening Participation Portfolio. Retrieved from https://www.nsf.gov/od/broadeningparticipation/bp_portfolio_dynamic.jsp

II. PROGRAM DESCRIPTION

NSF INCLUDES Planning Grants (Planning Grants) are designed to facilitate and support the development of partnerships and networks, by building capacity for collaborative infrastructure to help prepare competitive proposals that might lead to the establishment of future centers, alliances, or other large-scale networks to address a broadening participation challenge.

There are five elements of collaborative infrastructure that are integral to NSF INCLUDES:

Shared Vision: NSF INCLUDES projects identify a common agenda that reflects a collective understanding of the broadening participation challenge and links to existing research, promising practices, and/or to the previous and ongoing activities of partnering organizations. Large scale networks and partnerships

develop a strategic plan to address the broadening participation challenges, including technical infrastructure, which facilitates the implementation of a set of specified activities to achieve targeted outcomes.

Partnerships: NSF INCLUDES projects consist of a set of primary organizations and additional partners that come together locally, regionally, nationally, by disciplinary focus, or by other multisector categories. Partners are supported by an independent "backbone" or support organization to help coordinate and facilitate the collaboration.

Goals and Metrics: NSF INCLUDES projects have well-defined relevant goals and measurable objectives and outcomes including progress indicators; they outline the role the "backbone" or support organization plays in collecting and coordinating data on outcomes from the proposed partner institutions. This statement of goals and measurable objectives includes describing the types of data that might be collected and how data will be used. Projects have an evaluation plan that use benchmarks, indicators, logic models, road maps, or other evaluative methods to document progress toward goals, objectives, and outcomes.

Leadership and Communication: Projects include internal and external communication plans and explain how they develop leadership capacity within and among all partnering organizations. They describe their strategy to engage participating organizations in change management.

Expansion, Sustainability and Scale: Projects include plans that will lead to the expansion, sustainability, and scale of their activities. They describe their overall contribution to broadening participation in the nation's scientific and engineering workforce. For large scale partnerships and networks, a "backbone" or support organization facilitates and sustains these efforts over the long term with support from the NSF INCLUDES Coordination Hub.

Proposers funded through this solicitation may use the Planning Grant funding to organize catalytic activities (including, but not limited to, workshops and conferences) that can help collaborating organizations to crystallize their broadening participation vision and to develop *one or more* of the five NSF INCLUDES design elements of collaborative infrastructure.

NSF recognizes that teams may identify an important, complex broadening participation challenge to address, but may not have the full complement of skills and expertise needed to successfully address the challenge through the development of the five NSF INCLUDES design elements of collaborative infrastructure. Planning Grants can be used to support team formation activities (e.g., filling gaps in expertise); develop and nurture relationships with potential partners; and access specialized frameworks or resources needed to better develop *one or more* aspects of the five NSF INCLUDES design elements of collaborative infrastructure. As a result of planning grant activities, partners should be better equipped to create the collaborative infrastructure needed to address the broadening participation challenge that is identified in the shared vision.

Each proposal must explain how the Planning Grant funding will be used to plan for developing the infrastructure necessary to foster collaboration and achieve impact by emphasizing *one or more* of the five NSF INCLUDES design elements.

Funding for Planning Grants may not be used to create or implement interventions.

III. AWARD INFORMATION

Anticipated Type of Award: Standard Grant

Estimated Number of Awards: 20 to 30

The NSF INCLUDES Planning Grant is for 12-16 months in duration and the proposed budget for each Planning Grant must not exceed \$100,000.

Anticipated Funding Amount: \$1,000,000 to \$3,000,000

Subject to the quality of proposals received and availability of funds.

IV. ELIGIBILITY INFORMATION

Who May Submit Proposals:

The categories of proposers eligible to submit proposals to the National Science Foundation are identified in the *NSF Proposal & Award Policies & Procedures Guide (PAPPG)*, Chapter I.E. Unaffiliated individuals are not eligible to submit proposals in response to this solicitation.

Who May Serve as PI:

Current NSF INCLUDES Alliance PIs and Co-PIs are not eligible to serve as a PI or Co-PI on an NSF INCLUDES Planning Grant proposal.

Limit on Number of Proposals per Organization:

There are no restrictions or limits.

Limit on Number of Proposals per PI or Co-PI:

An individual may be listed as a PI or Co-PI on only one NSF INCLUDES Planning Grant proposal.

Additional Eligibility Info:

If a multi-organization NSF INCLUDES Planning Grant, the proposal must be submitted as a single integrated proposal by the lead organization, with proposed subawards to the partner organizations. **Separate proposals from each partner will not be accepted.**

V. PROPOSAL PREPARATION AND SUBMISSION INSTRUCTIONS

A. Proposal Preparation Instructions

Full Proposal Preparation Instructions: Proposers may opt to submit proposals in response to this Program Solicitation via FastLane, Research.gov, or Grants.gov.

- Full proposals submitted via FastLane: Proposals submitted in response to this program solicitation should be prepared and submitted in accordance with the general guidelines contained in the *NSF Proposal & Award Policies & Procedures Guide* (PAPPG). The complete text of the PAPPG is available electronically on the NSF website at: https://www.nsf.gov/publications/pub_summ.jsp?ods_key=pappg. Paper copies of the PAPPG may be obtained from the NSF Publications Clearinghouse, telephone (703) 292-8134 or by e-mail from nsfpubs@nsf.gov. Proposers are reminded to identify this program solicitation number in the program solicitation block on the NSF Cover Sheet For Proposal to the National Science Foundation. Compliance with this requirement is critical to determining the relevant proposal processing guidelines. Failure to submit this information may delay processing.
- Full Proposals submitted via Research.gov: Proposals submitted in response to this program solicitation should be prepared and submitted in accordance with the general guidelines contained in the *NSF Proposal and Award Policies and Procedures Guide* (PAPPG). The complete text of the PAPPG is available electronically on the NSF website at: https://www.nsf.gov/publications/pub_summ.jsp?ods_key=pappg. Paper copies of the PAPPG may be obtained from the NSF Publications Clearinghouse, telephone (703) 292-8134 or by e-mail from nsfpubs@nsf.gov. The Prepare New Proposal setup will prompt you for the program solicitation number.
- Full proposals submitted via Grants.gov: Proposals submitted in response to this program solicitation via Grants.gov should be prepared and submitted in accordance with the *NSF Grants.gov Application Guide: A Guide for the Preparation and Submission of NSF Applications via Grants.gov*. The complete text of the *NSF Grants.gov Application Guide* is available on the Grants.gov website and on the NSF website at: (https://www.nsf.gov/publications/pub_summ.jsp?ods_key=grantsgovguide). To obtain copies of the Application Guide and Application Forms Package, click on the Apply tab on the Grants.gov site, then click on the Apply Step 1: Download a Grant Application Package and Application Instructions link and enter the funding opportunity number, (the program solicitation number without the NSF prefix) and press the Download Package button. Paper copies of the Grants.gov Application Guide also may be obtained from the NSF Publications Clearinghouse, telephone (703) 292-8134 or by e-mail from nsfpubs@nsf.gov.

See PAPPG Chapter II.C.2 for guidance on the required sections of a full research proposal submitted to NSF. Please note that the proposal preparation instructions provided in this program solicitation may deviate from the PAPPG instructions.

Special instructions for submitting to this Big Idea solicitation

FastLane Users: Proposers are reminded to identify the program solicitation number (located on the first page of this document) in the first block on the NSF Cover Sheet. Compliance with this requirement is critical to determining the relevant proposal processing guidelines. Please note that even though proposals must be submitted to EHR/HRD, once received the proposals will be managed by a cross-disciplinary team of NSF Program Directors.

Research.gov Users: The Prepare New Proposal setup will prompt you for the program solicitation number (located on the first page of this document). Compliance with this requirement is critical to determining the relevant proposal processing guidelines. As stated previously, even though proposals must be submitted to EHR/HRD, once received the proposals will be managed by a cross-disciplinary team of NSF Program Directors.

Grants.gov Users: The program solicitation number will be pre-populated by Grants.gov on the NSF Grant Application Cover Page, however you will need to locate the Division Code, Program Code, Division Name, and Program Name for the specific solicitation you are applying to by visiting <https://www.fastlane.nsf.gov/pgmannounce.jsp>. As stated previously, even though proposals must be submitted to EHR/HRD, once received the proposals will be managed by a cross-disciplinary team of NSF Program Directors.

NSF INCLUDES Planning Grant proposals must contain the items listed below and adhere strictly to the specified page limitations. No additional information may be provided as an appendix or by links to Web pages. Figures and tables must be included within the applicable page limit (described below). Planning Grant proposals that are not compliant with these guidelines will be returned without review. No separately submitted collaborative proposals will be accepted.

Title of Proposed Project: The title should begin with "NSF INCLUDES Planning Grant:" followed by the rest of the title.

Project Summary (1 page): The Project Summary must be prepared in accordance with the guidance in the PAPPG and individually address the project's Intellectual Merit and Broader Impacts, with the following supplemental guidance: The Overview Section should include the broadening participation challenge to be addressed.

Project Description (maximum 6 pages total): In addition to separate sections labeled "Intellectual Merit" and "Broader Impacts" as required by the PAPPG, the Project Description must contain the following sections:

1. **Proposing Team:** The description must start with a table that has four columns: (1) Name of the PI or co-PIs, (2) Organization(s), (3) Title(s), and (4) Most Relevant Field(s) of Expertise. There will be up to five rows, one for the PI and one each for up to four co-PIs. The initial team configuration at the Planning Grant proposal stage is recommended to include the PI and up to four co-PIs.
2. **Rationale:** Make the case for why a Planning Grant to support the intended partnership or network is appropriate and why a collaborative infrastructure based on the five NSF INCLUDES design elements is needed to address the broadening participation challenge. Identify key, enabling ideas. Describe the intellectual approach and qualifications for carrying out the proposed strategies.
3. **Collaborative Infrastructure:** Proposers are asked to clearly state and describe how the Planning Grant will be used to develop *one or more* of the five NSF INCLUDES design elements of collaborative infrastructure. Include possible dates, locations, participants, objectives, and outcomes of proposed planning meeting(s) and any other relevant information.

Shared Vision: All NSF INCLUDES projects identify a broadening participation challenge(s) and vision for effecting change.

If the Planning Grant is to focus on developing a shared vision, proposers must include a description of how the Planning Grant would help to:

- Solidify a common agenda that reflects a collective understanding of the broadening participation challenge and links to existing research, promising

- practices, and/or to the previous and ongoing activities of the partners;
- Develop an integrated and coordinated strategic plan to address the broadening participation challenges, including technical infrastructure, which facilitates collaborative activities and the accomplishment and implementation of a set of specified activities and targeted outcomes; and
- Define a rigorous and innovative research agenda that contributes to the knowledge base about broadening participation challenges in STEM.

Partnerships: NSF INCLUDES projects with large-scale partnerships and networks consist of a set of primary organizations, additional partners, and an independent "backbone" or support organization to support the collaboration.

If the Planning Grant is to focus on developing partnerships, proposers must include a description of how the Planning Grant would help to:

- Solidify the set of partners that plan to participate in the collaboration and build the relationships required for a long-term commitment;
- Develop a management plan that includes an organizational structure, administrative infrastructure, and "backbone" or support organization that will help coordinate activities;
- Integrate into the overall strategic plan the notion of the "backbone" or support organization's functions as a separate, objective organization that facilitates the collaboration, communication, and data collection among the partners; and
- Plan for how the intended collaboration could contribute to the success of the NSF INCLUDES National Network and work with the NSF INCLUDES Coordination Hub.

Goals and Metrics: NSF INCLUDES projects with large-scale partnerships and networks have relevant goals and measurable objectives and use their "backbone" or support organization to collect and coordinate data on outcomes from partners.

If the Planning Grant is to focus on developing goals and metrics, proposers must include a description of how the Planning Grant would help to:

- Define the intended goals, mutually reinforcing activities, and measurable objectives, outcomes, and progress indicators;
- Agree upon ways to measure and report progress, including the involvement of a "backbone" or support organization and of an external evaluator;
- Define what success looks like and evidence for its accomplishment;
- Begin to detail an evaluation plan including benchmarks, indicators, logic models, road-maps, milestones, or other evaluative methods to document progress toward goals, objectives, and outcomes for the large-scale collaboration as a whole, as well as for each of the partners; and
- Determine a process to develop appropriate ways to collect and analyze data from multiple sites and multiple projects including the use of technology and the "backbone" or support organization for data and information sharing.

Leadership and Communication: NSF INCLUDES projects with large-scale partnerships and networks require internal and external communication plans and have plans to develop capacity for leadership within and among all partnering organizations.

If the Planning Grant is to focus on developing leadership and communication, proposers must include a description of how the Planning Grant would help to:

- Develop a strategy and build the expertise among proposed partners for engaging in collaborative change management;
- Develop a strategy for engaging organizations in a larger network including a strategy to promote leadership development across the partners;
- Develop a communication plan to support the internal operations of the partners; and
- Develop a communication plan to share results of research findings in innovative and effective ways with the broader community.

Expansion, Sustainability and Scale: NSF INCLUDES projects with large-scale partnerships and networks have a plan that will lead to the expansion, sustainability, and scale of their activities.

If the Planning Grant is to focus on developing the potential for expansion, sustainability, and scale, proposers must include a description of how the Planning Grant would help to:

- Enable the partners to plan for the long-term sustainment of their efforts;
 - Develop a strategy to create an ecosystem for sustainable change; and
 - Develop a plan for advancing the expansion and scale.
4. **Anticipated Impacts:** What aspects of the proposed approach would be most likely to change as a result of the activities described in this Planning Grant? Where do proposers see the Planning Grant having the most impact? What are the anticipated impacts of the activities listed in the previous section?
 5. **NSF INCLUDES National Network:** Briefly describe how the Planning Grant will connect and contribute to the NSF INCLUDES National Network. Proposers might consider how to leverage the National Network to support current and potential partnerships, build capacity, and share resources.

Deviation from the PAPPG: Proposers are not required to include the results from prior NSF support in the Project Description.

References Cited (maximum 3 pages): See PAPPG for format guidelines.

Biographical Sketches (2-page limit for each): See PAPPG for guidelines. Should be included for the PI and up to four co-PIs responsible for managing the Planning Grant.

Budget: Budget justification should explain how the budget allocation supports the overall goals of the Planning Grant. Reviewers will closely examine all allowable expenses such as salary/wages, materials and supplies, travel, and participant support costs for planned workshops. Proposal budgets should include travel funds to support one PI or co-PI to attend two NSF-sponsored meetings in the Washington DC area. Funds are not allowed for student support or to implement intervention programs. The Planning Grant duration is for a minimum of 12 months and a maximum of 16 months and the maximum budget for each Planning Grant is \$100,000.

Data Management Plan: Proposals must include a supplementary document of no more than two pages labeled "Data Management Plan." This supplementary document should describe how the proposal will conform to NSF policy on the dissemination and sharing of project results. See Chapter II.C.2.j of the PAPPG for full policy implementation. For additional information on the Dissemination and Sharing of Research Results, and for specific guidance for Data Management Plans please consult <https://www.nsf.gov/bfa/dias/policy/dmp.jsp>.

Letters of Collaboration: Proposals must include letters of collaboration from major collaborating organizations involved in the Planning Grant.

Unless required by the PAPPG, no other items, appendices, supplementary documents are permitted: If any supplementary documents and appendices are submitted, the planning grant proposal *will be returned without review*.

B. Budgetary Information

Cost Sharing:

Inclusion of voluntary committed cost sharing is prohibited.

C. Due Dates

- **Full Proposal Deadline(s)** (due by 5 p.m. submitter's local time):

December 03, 2019

July 13, 2020

D. FastLane/Research.gov/Grants.gov Requirements

For Proposals Submitted Via FastLane or Research.gov:

To prepare and submit a proposal via FastLane, see detailed technical instructions available at: <https://www.fastlane.nsf.gov/a1/newstan.htm>. To prepare and submit a proposal via Research.gov, see detailed technical instructions available at: https://www.research.gov/research-portal/appmanager/base/desktop?_nfpb=true&_pageLabel=research_node_display&_nodePath=/researchGov/Service/Desktop/ProposalPreparationandSubmission.html. For FastLane or Research.gov user support, call the FastLane and Research.gov Help Desk at 1-800-673-6188 or e-mail fastlane@nsf.gov or rgov@nsf.gov. The FastLane and Research.gov Help Desk answers general technical questions related to the use of the FastLane and Research.gov systems. Specific questions related to this program solicitation should be referred to the NSF program staff contact(s) listed in Section VIII of this funding opportunity.

For Proposals Submitted Via Grants.gov:

Before using Grants.gov for the first time, each organization must register to create an institutional profile. Once registered, the applicant's organization can then apply for any federal grant on the Grants.gov website. Comprehensive information about using Grants.gov is available on the Grants.gov Applicant Resources webpage: <https://www.grants.gov/web/grants/applicants.html>. In addition, the NSF Grants.gov Application Guide (see link in Section V.A) provides instructions regarding the technical preparation of proposals via Grants.gov. For Grants.gov user support, contact the Grants.gov Contact Center at 1-800-518-4726 or by email: support@grants.gov. The Grants.gov Contact Center answers general technical questions related to the use of Grants.gov. Specific questions related to this program solicitation should be referred to the NSF program staff contact(s) listed in Section VIII of this solicitation.

Submitting the Proposal: Once all documents have been completed, the Authorized Organizational Representative (AOR) must submit the application to Grants.gov and verify the desired funding opportunity and agency to which the application is submitted. The AOR must then sign and submit the application to Grants.gov. The completed application will be transferred to the NSF FastLane system for further processing.

Proposers that submitted via FastLane or Research.gov may use Research.gov to verify the status of their submission to NSF. For proposers that submitted via Grants.gov, until an application has been received and validated by NSF, the Authorized Organizational Representative may check the status of an application on Grants.gov. After proposers have received an e-mail notification from NSF, Research.gov should be used to check the status of an application.

VI. NSF PROPOSAL PROCESSING AND REVIEW PROCEDURES

Proposals received by NSF are assigned to the appropriate NSF program for acknowledgement and, if they meet NSF requirements, for review. All proposals are carefully reviewed by a scientist, engineer, or educator serving as an NSF Program Officer, and usually by three to ten other persons outside NSF either as *ad hoc* reviewers, panelists, or both, who are experts in the particular fields represented by the proposal. These reviewers are selected by Program Officers charged with oversight of the review process. Proposers are invited to suggest names of persons they believe are especially well qualified to review the proposal and/or persons they would prefer not review the proposal. These suggestions may serve as one source in the reviewer selection process at the Program Officer's discretion. Submission of such names, however, is optional. Care is taken to ensure that reviewers have no conflicts of interest with the proposal. In addition, Program Officers may obtain comments from site visits before recommending final action on proposals. Senior NSF staff further review recommendations for awards. A flowchart that depicts the entire NSF proposal and award process (and associated timeline) is included in PAPPG Exhibit III-1.

A comprehensive description of the Foundation's merit review process is available on the NSF website at: https://www.nsf.gov/bfa/dias/policy/merit_review/.

Proposers should also be aware of core strategies that are essential to the fulfillment of NSF's mission, as articulated in *Building the Future: Investing in Discovery and Innovation - NSF Strategic Plan for Fiscal Years (FY) 2018 – 2022*. These strategies are integrated in the program planning and implementation process, of which proposal review is one part. NSF's mission is particularly well-implemented through the integration of research and education and broadening participation in NSF programs, projects, and activities.

One of the strategic objectives in support of NSF's mission is to foster integration of research and education through the programs, projects, and activities it supports at academic and research institutions. These institutions must recruit, train, and prepare a diverse STEM workforce to advance the frontiers of science and participate in the U.S. technology-based economy. NSF's contribution to the national innovation ecosystem is to provide cutting-edge research under the guidance of the Nation's most creative scientists and engineers. NSF also supports development of a strong science, technology, engineering, and mathematics (STEM) workforce by investing in building the knowledge that informs improvements in STEM teaching and learning.

NSF's mission calls for the broadening of opportunities and expanding participation of groups, institutions, and geographic regions that are underrepresented in

STEM disciplines, which 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.

A. Merit Review Principles and Criteria

The National Science Foundation strives to invest in a robust and diverse portfolio of projects that creates new knowledge and enables breakthroughs in understanding across all areas of science and engineering research and education. To identify which projects to support, NSF relies on a merit review process that incorporates consideration of both the technical aspects of a proposed project and its potential to contribute more broadly to advancing NSF's mission "to promote the progress of science; to advance the national health, prosperity, and welfare; to secure the national defense; and for other purposes." NSF makes every effort to conduct a fair, competitive, transparent merit review process for the selection of projects.

1. Merit Review Principles

These principles are to be given due diligence by PIs and organizations when preparing proposals and managing projects, by reviewers when reading and evaluating proposals, and by NSF program staff when determining whether or not to recommend proposals for funding and while overseeing awards. Given that NSF is the primary federal agency charged with nurturing and supporting excellence in basic research and education, the following three principles apply:

- All NSF projects should be of the highest quality and have the potential to advance, if not transform, the frontiers of knowledge.
- NSF projects, in the aggregate, should contribute more broadly to achieving societal goals. These "Broader Impacts" may be accomplished through the research itself, through activities that are directly related to specific research projects, or through activities that are supported by, but are complementary to, the project. The project activities may be based on previously established and/or innovative methods and approaches, but in either case must be well justified.
- Meaningful assessment and evaluation of NSF funded projects should be based on appropriate metrics, keeping in mind the likely correlation between the effect of broader impacts and the resources provided to implement projects. If the size of the activity is limited, evaluation of that activity in isolation is not likely to be meaningful. Thus, assessing the effectiveness of these activities may best be done at a higher, more aggregated, level than the individual project.

With respect to the third principle, even if assessment of Broader Impacts outcomes for particular projects is done at an aggregated level, PIs are expected to be accountable for carrying out the activities described in the funded project. Thus, individual projects should include clearly stated goals, specific descriptions of the activities that the PI intends to do, and a plan in place to document the outputs of those activities.

These three merit review principles provide the basis for the merit review criteria, as well as a context within which the users of the criteria can better understand their intent.

2. Merit Review Criteria

All NSF proposals are evaluated through use of the two National Science Board approved merit review criteria. In some instances, however, NSF will employ additional criteria as required to highlight the specific objectives of certain programs and activities.

The two merit review criteria are listed below. **Both** criteria are to be given **full consideration** during the review and decision-making processes; each criterion is necessary but neither, by itself, is sufficient. Therefore, proposers must fully address both criteria. (PAPPG Chapter II.C.2.d(i). contains additional information for use by proposers in development of the Project Description section of the proposal). Reviewers are strongly encouraged to review the criteria, including PAPPG Chapter II.C.2.d(i), prior to the review of a proposal.

When evaluating NSF proposals, reviewers will be asked to consider what the proposers want to do, why they want to do it, how they plan to do it, how they will know if they succeed, and what benefits could accrue if the project is successful. These issues apply both to the technical aspects of the proposal and the way in which the project may make broader contributions. To that end, reviewers will be asked to evaluate all proposals against two criteria:

- **Intellectual Merit:** The Intellectual Merit criterion encompasses the potential to advance knowledge; and
- **Broader Impacts:** The Broader Impacts criterion encompasses the potential to benefit society and contribute to the achievement of specific, desired societal outcomes.

The following elements should be considered in the review for both criteria:

1. What is the potential for the proposed activity to
 - a. Advance knowledge and understanding within its own field or across different fields (Intellectual Merit); and
 - b. Benefit society or advance desired societal outcomes (Broader Impacts)?
2. To what extent do the proposed activities suggest and explore creative, original, or potentially transformative concepts?
3. Is the plan for carrying out the proposed activities well-reasoned, well-organized, and based on a sound rationale? Does the plan incorporate a mechanism to assess success?
4. How well qualified is the individual, team, or organization to conduct the proposed activities?
5. Are there adequate resources available to the PI (either at the home organization or through collaborations) to carry out the proposed activities?

Broader impacts may be accomplished through the research itself, through the activities that are directly related to specific research projects, or through activities that are supported by, but are complementary to, the project. NSF values the advancement of scientific knowledge and activities that contribute to achievement of societally relevant outcomes. Such outcomes include, but are not limited to: full participation of women, persons with disabilities, and underrepresented minorities in science, technology, engineering, and mathematics (STEM); improved STEM education and educator development at any level; increased public scientific literacy and public engagement with science and technology; improved well-being of individuals in society; development of a diverse, globally competitive STEM workforce; increased partnerships between academia, industry, and others; improved national security; increased economic competitiveness of the United States; and enhanced infrastructure for research and education.

Proposers are reminded that reviewers will also be asked to review the Data Management Plan and the Postdoctoral Researcher Mentoring Plan, as appropriate.

Additional Solicitation Specific Review Criteria

In addition to the standard NSF Intellectual Merit and Broader Impacts Criteria, reviewers will be asked if the proposal addresses the following questions with meaningful explanations and compelling rationale:

- Why is the formation of this large-scale partnership or network needed to address the team's vision for addressing a broadening participation challenge?
- Why are the proposed strategies appropriate for developing the collaborative infrastructure for this intended collaboration?
- How well defined are the proposed strategies for addressing the development of *one or more* the five elements of collaborative infrastructure defined above? Are these strategies appropriate and if not, why not?
- What will change and/or improve as a result of the proposed Planning Grant activities?

B. Review and Selection Process

Proposals submitted in response to this program solicitation will be reviewed by Ad hoc Review and/or Panel Review.

Reviewers will be asked to evaluate proposals using two National Science Board approved merit review criteria and, if applicable, additional program specific criteria. A summary rating and accompanying narrative will generally be completed and submitted by each reviewer and/or panel. The Program Officer assigned to manage the proposal's review will consider the advice of reviewers and will formulate a recommendation.

After scientific, technical and programmatic review and consideration of appropriate factors, the NSF Program Officer recommends to the cognizant Division Director whether the proposal should be declined or recommended for award. NSF strives to be able to tell applicants whether their proposals have been declined or recommended for funding within six months. Large or particularly complex proposals or proposals from new awardees may require additional review and processing time. The time interval begins on the deadline or target date, or receipt date, whichever is later. The interval ends when the Division Director acts upon the Program Officer's recommendation.

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. After an administrative review has occurred, Grants and Agreements Officers perform 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 their own risk.

Once an award or declination decision has been made, Principal Investigators are provided feedback about their proposals. In all cases, reviews are treated as confidential documents. Verbatim copies of reviews, excluding the names of the reviewers or any reviewer-identifying information, are sent to the Principal Investigator/Project Director by the Program Officer. In addition, the proposer will receive an explanation of the decision to award or decline funding.

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 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.B. for additional information on the review process.)

B. Award Conditions

An NSF award consists of: (1) the award notice, 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 notice; (4) the applicable award conditions, such as Grant General Conditions (GC-1)*; or Research Terms and Conditions* and (5) any announcement or other NSF issuance that may be incorporated by reference in the award notice. Cooperative agreements also are administered in accordance with NSF Cooperative Agreement Financial and Administrative Terms and Conditions (CA-FATC) and the applicable Programmatic Terms and Conditions. NSF awards are electronically signed by an NSF Grants and Agreements Officer and transmitted electronically to the organization via e-mail.

*These documents may be accessed electronically on NSF's Website at https://www.nsf.gov/awards/managing/award_conditions.jsp?org=NSF. Paper copies may be obtained from the NSF Publications Clearinghouse, telephone (703) 292-8134 or by e-mail from nsfpubs@nsf.gov.

More comprehensive information on NSF Award Conditions and other important information on the administration of NSF awards is contained in the NSF *Proposal & Award Policies & Procedures Guide* (PAPPG) Chapter VII, available electronically on the NSF Website at https://www.nsf.gov/publications/pub_summ.jsp?ods_key=pappg.

Special Award Conditions:

Grantees will be required to include appropriate acknowledgment of NSF support under NSF INCLUDES in any publication (including World Wide Web pages) of any material based on or developed under the project, in the following terms:

"This material is based upon work supported by the National Science Foundation NSF INCLUDES Big Idea under Grant No. (Grantee enters NSF grant number.)"

Grantees also will be required to orally acknowledge NSF support using the language specified above during all news media interviews, including popular media such as radio, television and news magazines.

C. Reporting Requirements

For all multi-year grants (including both standard and continuing grants), the Principal Investigator must submit an annual project report to the cognizant Program Officer no later than 90 days prior to the end of the current budget period. (Some programs or awards require submission of more frequent project reports). No later than 120 days following expiration of a grant, the PI also is required to submit a final project report, and a project outcomes report for the general public.

Failure to provide the required annual or final project reports, or the project outcomes report, will delay NSF review and processing of any future funding increments as well as any pending proposals for all identified PIs and co-PIs on a given award. PIs should examine the formats of the required reports in advance to assure availability of required data.

PIs are required to use NSF's electronic project-reporting system, available through Research.gov, for preparation and submission of annual and final project reports. Such reports provide information on accomplishments, project participants (individual and organizational), publications, and other specific products and impacts of the project. Submission of the report via Research.gov constitutes certification by the PI that the contents of the report are accurate and complete. The project outcomes report also must be prepared and submitted using Research.gov. This report serves as a brief summary, prepared specifically for the public, of the nature and outcomes of the project. This report will be posted on the NSF website exactly as it is submitted by the PI.

More comprehensive information on NSF Reporting Requirements and other important information on the administration of NSF awards is contained in the *NSF Proposal & Award Policies & Procedures Guide (PAPPG)* Chapter VII, available electronically on the NSF Website at https://www.nsf.gov/publications/pub_summ.jsp?ods_key=papppg.

VIII. AGENCY CONTACTS

Please note that the program contact information is current at the time of publishing. See program website for any updates to the points of contact.

General inquiries regarding this program should be made to:

- NSF INCLUDES, telephone: (703) 292-4635, email: nsfincludes@nsf.gov

For questions related to the use of FastLane or Research.gov, contact:

- FastLane and Research.gov Help Desk: 1-800-673-6188

FastLane Help Desk e-mail: fastlane@nsf.gov.

Research.gov Help Desk e-mail: rgov@nsf.gov

For questions relating to Grants.gov contact:

- Grants.gov Contact Center: If the Authorized Organizational Representatives (AOR) has not received a confirmation message from Grants.gov within 48 hours of submission of application, please contact via telephone: 1-800-518-4726; e-mail: support@grants.gov.

IX. OTHER INFORMATION

The NSF website provides the most comprehensive source of information on NSF Directorates (including contact information), programs and funding opportunities. Use of this website by potential proposers is strongly encouraged. In addition, "NSF Update" is an information-delivery system designed to keep potential proposers and other interested parties apprised of new NSF funding opportunities and publications, important changes in proposal and award policies and procedures, and upcoming NSF [Grants Conferences](#). Subscribers are informed through e-mail or the user's Web browser each time new publications are issued that match their identified interests. "NSF Update" also is available on [NSF's website](#).

Grants.gov provides an additional electronic capability to search for Federal government-wide grant opportunities. NSF funding opportunities may be accessed via this mechanism. Further information on Grants.gov may be obtained at <https://www.grants.gov>.

ABOUT THE NATIONAL SCIENCE FOUNDATION

The National Science Foundation (NSF) is an independent Federal agency created by the National Science Foundation Act of 1950, as amended (42 USC 1861-75). The Act states the purpose of the NSF is "to promote the progress of science; [and] to advance the national health, prosperity, and welfare by supporting research and education in all fields of science and engineering."

NSF funds research and education in most fields of science and engineering. It does this through grants and cooperative agreements to more than 2,000 colleges, universities, K-12 school systems, businesses, informal science organizations and other research organizations throughout the US. The Foundation accounts for about one-fourth of Federal support to academic institutions for basic research.

NSF receives approximately 55,000 proposals each year for research, education and training projects, of which approximately 11,000 are funded. In addition, the Foundation receives several thousand applications for graduate and postdoctoral fellowships. The agency operates no laboratories itself but does support National Research Centers, user facilities, certain oceanographic vessels and Arctic and Antarctic research stations. The Foundation also supports cooperative

research between universities and industry, US participation in international scientific and engineering efforts, and educational activities at every academic level.

Facilitation Awards for Scientists and Engineers with Disabilities (FASSED) provide funding for special assistance or equipment to enable persons with disabilities to work on NSF-supported projects. See the *NSF Proposal & Award Policies & Procedures Guide* Chapter II.E.6 for instructions regarding preparation of these types of proposals.

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 and (800) 281-8749, FIRS at (800) 877-8339.

The National Science Foundation Information Center may be reached at (703) 292-5111.

The National Science Foundation promotes and advances scientific progress in the United States by competitively awarding grants and cooperative agreements for research and education in the sciences, mathematics, and engineering.

To get the latest information about program deadlines, to download copies of NSF publications, and to access abstracts of awards, visit the NSF Website at <https://www.nsf.gov>

- **Location:** 2415 Eisenhower Avenue, Alexandria, VA 22314
- **For General Information** (NSF Information Center): (703) 292-5111
- **TDD (for the hearing-impaired):** (703) 292-5090
- **To Order Publications or Forms:**
Send an e-mail to: nsfpubs@nsf.gov
or telephone: (703) 292-7827
- **To Locate NSF Employees:** (703) 292-5111

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; and 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 proposer 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 or other entities needing information regarding applicants or nominees as part of a joint application review process, or in order to coordinate programs or policy; 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 [System of Record Notices](#), NSF-50, "Principal Investigator/Proposal File and Associated Records," and NSF-51, "Reviewer/Proposal File and Associated Records." Submission of the information is voluntary. Failure to provide full and complete information, however, may reduce the possibility of receiving an award.

An agency may not conduct or sponsor, and a person is not required to respond to, an information collection unless it displays a valid Office of Management and Budget (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 the burden estimate and any other aspect of this collection of information, including suggestions for reducing this burden, to:

Suzanne H. Plimpton
Reports Clearance Officer
Office of the General Counsel
National Science Foundation
Alexandria, VA 22314

[Policies and Important Links](#)

[Privacy](#)

[FOIA](#)

[Help](#)

[Contact NSF](#)

[Contact Web Master](#)

[SiteMap](#)



National Science Foundation, 2415 Eisenhower Avenue, Alexandria, Virginia 22314, USA
Tel: (703) 292-5111, FIRS: (800) 877-8339 | TDD: (703) 292-5090 or (800) 281-8749

[Text Only](#)