

NSF Proposal and Award Policies & Procedures Guide, Jan 2016 (OMB Control Number 3145-0058): http://www.nsf.gov/pubs/policydocs/pappguide/nsf16001/nsf16_1.pdf

Notes regarding Biographical Sketches in "Significant Changes" section:

Chapter II.C.1.e, Collaborators & Other Affiliations Information, is a new single-copy document that requires each senior project personnel to provide information regarding collaborators and other affiliations. This information used to be provided as part of the Biographical Sketch. The new format no longer requires proposers to identify the total number of collaborators and other affiliations when providing this information.

Chapter II.C.2.f, Biographical Sketch(es), has been supplemented to inform proposers that they may use third-party solutions to develop their biographical sketch, however, the information they submit must be compliant with NSF proposal preparation requirements. In addition, biographical sketches must now be uploaded as a single PDF file or inserted as text for all senior personnel. It is no longer allowable for the biographical sketches of all senior personnel to be grouped together in a single PDF file. Biographical sketches for Other Personnel and for Equipment proposals (Chapter II.C.2.f(ii) and (iii) respectively), however, should be uploaded as a single PDF file in the Other Supplementary Documents section of the proposal.

Excerpt: NSF 16-1, II-11

f. Biographical Sketch(es)

(i) Senior Personnel

A biographical sketch (limited to two pages) is required for each individual identified as senior personnel. (See GPG Exhibit II-7 for the definitions of Senior Personnel.) Proposers may elect to use third-party solutions, such as NIH's SciENcv to develop and maintain their biographical sketch. However, proposers are advised that they are still responsible for ensuring that biographical sketches created using third-party solutions are compliant with NSF proposal preparation requirements.

The following information must be provided in the order and format specified below. Inclusion of additional information beyond that specified below may result in the proposal being returned without review.

Do not submit any personal information in the biographical sketch. This includes items such as: home address; home telephone, fax, or cell phone numbers; home e-mail address; drivers' license numbers; marital status; personal hobbies; and the like. Such personal information is not appropriate for the biographical sketch and is not relevant to the merits of the proposal. NSF is not responsible or in any way liable for the release of such material. (See also GPG Chapter III.H).

(a) Professional Preparation

A list of the individual's undergraduate and graduate education and postdoctoral training (including location) as indicated below:

Undergraduate Institution(s) Location Major Degree & Year

Graduate Institution(s) Location Major Degree & Year

Postdoctoral Institution(s) Location Area Inclusive Dates (years)

(b) Appointments

A list, in reverse chronological order, of all the individual's academic/professional appointments beginning with the current appointment.

(c) Products

A list of: (i) up to five products most closely related to the proposed project; and (ii) up to five

other significant products, whether or not related to the proposed project. Acceptable products must be citable and accessible including but not limited to publications, data sets, software, patents, and copyrights. Unacceptable products are unpublished documents not yet submitted for publication, invited lectures, and additional lists of products. Only the list of ten will be used in the review of the proposal.

Each product must include full citation information including (where applicable and practicable) names of all authors, date of publication or release, title, title of enclosing work such as journal or book, volume, issue, pages, website and URL or other Persistent Identifier. If only publications are included, the heading "Publications" may be used for this section of the Biographical Sketch.

(d) Synergistic Activities

A list of up to five examples that demonstrate the broader impact of the individual's professional and scholarly activities that focuses on the integration and transfer of knowledge as well as its creation. Examples could include, among others: innovations in teaching and training (e.g., development of curricular materials and pedagogical methods); contributions to the science of learning; development and/or refinement of research tools; computation methodologies, and algorithms for problem-solving; development of databases to support research and education; broadening the participation of groups underrepresented in STEM; and service to the scientific and engineering community outside of the individual's immediate organization.

In FastLane, biographical sketches for senior personnel may no longer be grouped together and uploaded in a single PDF file associated with the PI. Each individual's biographical sketch must be uploaded as a single PDF file or inserted as text associated with that individual.

(ii) Other Personnel

For the personnel categories listed below, the proposal also may include information on exceptional qualifications that merit consideration in the evaluation of the proposal. Such information should be clearly identified as "Other Personnel" biographical information and uploaded as a single PDF file in the Other Supplementary Documents section of the proposal.

- (a) Postdoctoral associates
- (b) Other professionals
- (c) Students (research assistants)

(iii) Equipment Proposals

For equipment proposals, the following must be provided for each auxiliary user:

- (a) Short biographical sketch; and
- (b) List of up to five publications most closely related to the proposed acquisition.

Such information should be clearly identified as "Equipment Proposal" biographical information and uploaded as a single PDF file in the Other Supplementary Documents section of the proposal.