|  |  |
| --- | --- |
|  | **Check Package for Errors** |

# **Single Copy Document**

|  |  |
| --- | --- |
|  | Authority to Deviate from Proposal Prep. Requirements (if applicable) |
|  | Suggested Reviewers or Reviewers Not to Include (optional) |
|  | Collaborators & Other Affiliation Information for each Senior Project Personnel + |

# **Cover Page\***

|  |  |
| --- | --- |
|  | Program Announcement/Solicitation # & Due Date |
|  | EIN/Name of Organization/Primary Place of Performance  *Henry Admin Bldg., 506 Wright Street, Urbana, IL 61801* |
|  | For Renewals, previous award number is provided |
|  | If related to Preliminary proposal number enter proposal no. |
|  | Title of Proposed Project |
|  | Requested Amount/Proposed Duration/Requested Starting Date |
|  | Indicate Type of Proposal |
|  | Human Subjects – Assurance Number 00008584, Status of Approval (if applicable) |
|  | Animal Subjects – Assurance Number A3118-01, Status of Approval (if applicable) |
|  | International Activities – max of 5 (XX, unknown location) (if applicable) |
|  | Collaborative status provided |
|  | Safe and Inclusive Working Environment |

# **For Collaborative Proposals\***

|  |  |
| --- | --- |
|  | Requested Starting Date match |
|  | Titles begin with “Collaborative Research:” & match between all collaborators |
|  | Announcement numbers match |

# **Project Summary**

|  |  |
| --- | --- |
|  | All 3 sections are complete – Overview, Intellectual Merit, & Broader Impacts |
|  | Limited to 1 page |

# **Project Description**

|  |  |  |
| --- | --- | --- |
|  | Meets page limit (15 p. typically, otherwise per FOA) | |
|  | Include separate “Broader Impacts” section | |
|  | No URLS |
|  | Results from Prior NSF Support section (5-page limit)  *Indication of received NSF support for any PI or Co-PI listed*  *Award with an end date in the past 5 years.*  ***NSF award number, $ amount, period of support, title of project, Separate sections for Broader Impacts & Intellectual Merit, Publications or include in references***  ***If none, please indicate: No Prior Support and list specific PI or CO-PIs*** |

# **References**

|  |  |
| --- | --- |
|  | All author names listed, fully written out (i.e. no “et al”) |

# **Biographical Sketch(es)\*+**

# ***template date 1/30/23 or SciENcv***

|  |  |
| --- | --- |
|  | 3-page limit per person |
|  | Professional Preparation – ***Reverse Chronological order*** |
|  | Appointments in **R*everse Chronological order*** |
|  | Products – limit 5 closely related products & limit of 5 other significant products |
|  | Synergistic activities – limit of 5 |
|  | Certification signature |

# **Budget\*+**

|  |  |
| --- | --- |
|  | Meets guideline specifics for allowed costs |
|  | Meets guideline minimum or maximum dollar amount |
|  | Matches internal budget |

# **Budget Justification\*+**

|  |  |
| --- | --- |
|  | 5-page limit for lead and each subaward (otherwise per FOA) |
|  | Costs are specified, itemized, and justified |
|  | No cost share language (unless required per FOA) |
|  | 2 months of salary requested per year. |
|  | Define the term year (Academic Year) & specify the definition. |

# **Current and Pending Support\*+**

***template date 1/30/23 or SciEncv***

|  |  |
| --- | --- |
|  | Certification signature |
|  | List proposed project as pending support |
|  | Information for each proposal is complete  *Overall Objectives field & Statement of Potential Overlap field filled out* |

# **Facilities, Equipment and Other Resources\***

|  |  |
| --- | --- |
|  | No quantifiable financial information |
|  | Description of the internal & external resources (both physical & personnel) that the organization & collaborators will provide |

# **Other Documents**

|  |  |
| --- | --- |
|  | Data Management plan – 2-page limit |
|  | Postdoctoral Mentoring Plan, 1-page limit (if applicable) |

# **Supplementary Documents (if applicable)**

|  |  |
| --- | --- |
|  | No letters of support, unless required per FOA |
|  | Letters of collaboration with recommended format in PAPPG (unless specified in FOA) |
|  | Other Personnel bio sketches, marked as “Other Personnel” & combined into one document |
|  | Safe and Inclusive Working Environment Plan |

***\*Documents for non-lead collaborative submission***

***+Documents for subaward (Separate SOW)***