

NSF Faculty Early Career Development Program (CAREER)

Program Announcement NSF 15-555

<http://www.nsf.gov/pubs/2015/nsf15555/nsf15555.pdf>

NSF Proposal and Award Policies and Procedures Guide (PAPPG) 16-1 (January 2016)

http://www.nsf.gov/pubs/policydocs/pappguide/nsf16001/nsf16_1.pdf

*Any proposal submitted in response to this announcement must be in accordance with the PAPPG 16-1, effective January 25th 2016.

*An eligible PI may only submit one proposal per annual competition, and may only participate in a total of three competitions. Please ensure the PI is eligible according to the eligibility criteria listed in the program announcement.

Full Proposal Requirements and Checklist:

	Required Documents	Document Summary	Complete Y/N?
a.	Cover Sheet	Select 15-555 as solicitation number. Select at least one program discipline. Title MUST begin "CAREER:" followed by the title. No co-PIs permitted.	
b.	Project Summary (1 page limit, 4600 characters total) May ONLY be uploaded in supplementary documents if special characters (defined by NSF) are used.	Summary description of the project must be under three separate headings of Overview, Intellectual Merit and Broader Impacts. Should be suitable for a scientifically literate lay reader. Should be written in third person.	
c.	Table of Contents	Automatically generated in FastLane	
d.	Project Description (15 pages) Results from Prior NSF Support	The Project Description should include: <ul style="list-style-type: none"> a description of the proposed research project, including preliminary supporting data where appropriate, specific objectives, methods and procedures to be used, and expected significance of the results; a description of the proposed educational activities, including plans to evaluate their impact on students and other participants; a description of how the research and educational activities are integrated with one another; and results of prior NSF support, if applicable. *Please refer to specific instructions on content in the program announcement. MUST include a separate section within the description labeled Broader Impacts. URLs must not be included. Results from Prior NSF Support must be included as part of the 15 page limit. All information requested in the 2016 guidelines must be included. Results must be described under headings of Intellectual Merit and Broader Impacts.	
e.	References Cited (no page limit)	Should include references cited in both the research and educational/outreach sections of the proposal.	
f.	Biographical sketch of PI (2 page limit each)	Should follow the 2016 biosketch guidelines. No longer requires collaborator information. Should include both research and educational accomplishments.	
g.	Budget forms (by year) Budget Justification (3 page limit)	Budget by year for all years. A detailed budget justification must be provided for each line item in the budget, with a justification that is related to the scope of the proposed project.	

	Required Documents	Document Summary	Complete Y/N?
h.	Current and Pending Support (no page limit)	Current and Pending Support must be uploaded and must include all ongoing projects or proposals that require a portion of the person's effort, regardless of whether they receive salary support, from whatever source. Must include this proposal.	
i.	Facilities, Equipment and Other Resources	Description of Internal and External resources for the project. Should be narrative in nature, and not include any quantifiable financial information. Can be used to describe details of unfunded collaborations.	
j.	Supplementary Documents 1. Departmental Letter (2 page limit)	Must be included. Should be signed by department chair. Must mention institutional commitment to candidate and project. Include department chair's name and title. Also should include: <ul style="list-style-type: none"> An indication that the PI's proposed CAREER research and education activities are supported by and integrated into the educational and research goals of the department and the organization, and that the department is committed to the support and professional development of the PI; A description of a) the relationship between the CAREER project, the PI's career goals and job responsibilities, and the goals of his/her department/organization, and b) the ways in which the department head (or equivalent) will ensure the appropriate mentoring of the PI, in the context of the PI's career development and his/her efforts to integrate research and education throughout the period of the award and beyond; and A statement to the effect that the PI is eligible for the CAREER program. 	
	2. Letters of Collaboration	These are not letters of support for the project or the candidate. Letter of collaboration should be limited to stating the intent to collaborate with the candidate and should follow the single sentence format <i>"If the proposal submitted by Dr. [insert the full name of the Principal Investigator] entitled [insert the proposal title] is selected for funding by the NSF, it is my intent to collaborate and/or commit resources as detailed in the Project Description."</i>	
	3. Data Management Plan (2 page limit)	Plans for data management and sharing of the products of this research. Faculty can solicit assistance from the Research Data Management Service Group at the library in writing their data management plans (http://data.research.cornell.edu/).	
	4. Postdoc Mentoring Plan (1 page limit, if applicable)	Must only be included if there is a postdoctoral position requested in the budget.	
	5. Collaborators and Other Affiliations	All Senior personnel need to provide a document outlining 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. Should include: <ul style="list-style-type: none"> a. Collaborators and co-Editors. A list of all persons in alphabetical order (including their current organizational affiliations) who are currently, or 	

		<p>who have been collaborators or co-authors with the individual on a project, book, article, report, abstract or paper during the 48 months preceding the submission of the proposal. If there are no collaborators or co-editors to report, this should be so indicated.</p> <p>b. Graduate Advisors and Postdoctoral Sponsors. A list of the names of the individual's own graduate advisor(s) and principal postdoctoral sponsor(s), and their current organizational affiliations, if known.</p> <p>c. Thesis Advisor and Postgraduate-Scholar Sponsor. A list of all persons (including their organizational affiliations, if known), with whom the individual has had an association as thesis advisor. In addition, a list of all persons with whom the individual has had an association within the last five years as a postgraduate-scholar sponsor.</p>	
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