Memorandum

To: University Research Community

From: Robert M. Gutierrez, Director of Pre-Award
          Division of Research

Subj.:   NSF Revisions to the Proposal and Award Policies & Procedures Guide (PAPPG)

Date: December 26, 2012

The Division of Research would like to advise the University Research Community that the National Science Foundation revised their Proposal Award Policies and Procedures Guide (PAPPG) for proposals submitted, or due, on or after January 14, 2013.

Significant changes in the updated version of the PAPPG include:

- The project summary section has been revised to omit language regarding the inclusion of separate headings to address the two merit review criteria. As a result FastLane has been modified to display three separate text boxes in which proposers must provide an Overview and address the "Intellectual Merit' and "Broader Impacts" of the proposed activity. Proposals that do not separately address the overview and both merit review criteria within the one-page Project Summary will be not be accepted or will be returned without review.

- The project description section has been revised to implement changes related to the Content and Results from Prior NSF Support sections. The Content instructions were updated to provide contextual information about proposal preparation and to include revised language related to broader impacts of the proposed activities from the America COMPETES Reauthorization Act (ACRA) of 2010 and the National Science Board. The Project Description must now contain, as a separate section within the narrative, a discussion of the broader impacts of the proposed activities. This section was also updated to indicate that Intellectual Merit and Broader Impact activities must be described in two separate sections in the summary of Results from Prior NSF Support.

- The project description section has also been revised to clarify that, in the Results from Prior NSF Support section, "prior" NSF support includes current NSF funding. This section also was updated to indicate that information should be included irrespective of whether or not the support was directly related to the proposal, or whether or not salary support was provided.

- The references cited section has been updated to specify that if there are no references cited, a statement to that effect should be included in this section of the proposal and uploaded into FastLane.

- Revision of the Biographical Sketch(es) instructions to rename the "Publications" section to "Products" and amend terminology and instructions accordingly. This change makes clear that products may include, but are not limited to, publications, data sets, software, patents, and copyrights.

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- The budget section has been updated to describe a new functionality in FastLane regarding senior personnel and the budget. <u>If no person months and no salary are being requested for senior personnel, they should be removed from Section A of the budget</u>. This change was made for consistency with the NSF's cost sharing policy.

- Clarification on facilities and administrative (F&A) costs specifying that, except as noted in the PAPPG or a program solicitation, organizations must use their federally approved applicable negotiated F&A rate.

- Modification of Facilities, Equipment and Other Resources section of proposals to assist proposers in complying with the NSF cost sharing policy. A new format for submission of the Facilities, Equipment and Other Resources information will become available in FastLane when the updated PAPPG becomes effective on January 14, 2013.

Additional clarifications have been made throughout the PAPPG and a detailed summary of all of the changes has been provided by the NSF at the beginning of the document which is located at http://www.nsf.gov/pubs/policydocs/pappguide/nsf13001/nsf13_1.pdf.

The NSF also revised their Award Terms and Conditions to parallel changes made to the PAPPG and to implement new requirements mandated by regulation or legislation. The revised Award Terms and Conditions will apply to all new NSF awards and funding amendments to existing NSF awards issued on or after January 14, 2013 and are available online at http://www.nsf.gov/awards/managing/award_conditions.jsp?org=NSF.

If you have any questions regarding the revisions to the above referenced documents then please feel free to contact your Pre-Award representative in the Division of Research at 305-348-2494.

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