

## **Significant Changes to the Grant Proposal and Award Administration Guides effective January 18, 2011**

Some of you may be aware that NSF has made a few changes to the Grant Proposal Guide (GPG) and the Award and Administration Guide (AAG), but we'd like to take this opportunity to inform you of the significant changes that go into effect for proposals submitted or due on or after **January 18, 2011**.

### The significant changes to the GPG include:

#### **Chapter II.C.2.a, Cover Sheet:**

This section has been revised for consistency with the requirements of the Federal Funding & Accountability Act, to replace the Performing/Research Organization information with Project/Performance Site Primary Location information. This change already has been made on a government-wide basis in the SF 424 family of forms. If the project will be performed at a location other than the awardee, additional geographic information must be provided.

#### **Chapter II.C.2.g(xi), Cost Sharing:**

This section has been revised to implement the National Science Board's recommendations regarding cost sharing. Inclusion of voluntary committed cost sharing is prohibited, Awardees are informed, however, that they remain subject to the OMB A-21 Clarification memo regarding committing and tracking faculty effort (see footnote 22). In order to assess the scope of the project, all organizational resources necessary for the project must be described in the Facilities, Equipment and Other Resources section (II.C.2.i). The description should be narrative in nature and must not include any quantifiable financial information. Mandatory cost sharing will only be required when explicitly authorized by the NSF Director.

#### **Chapter II.C.2.j Data Management Plan:**

The NSF contains a clarification of NSF's long standing data policy. Beginning with proposals due on or after January 18, 2011, all proposals must include a supplementary document of no more than two pages labeled "Data Management Plan". FastLane will not permit submission of a proposal that is missing a Data Management Plan.

A valid Data Management Plan may include only the statement that no detailed plan is needed, as long as the statement is accompanied by a clear justification. Proposers who feel that the plan cannot fit within the supplement limit of two pages may use part of the 15-page Project Description for additional data management information. Proposers are advised that the Data Management Plan may not be used to circumvent the 15-page Project Description limitation. Simultaneously submitted collaborative proposals and proposals that include subawards are a single unified project and should include only one supplemental combined Data Management Plan, regardless of the number of non-lead collaborative proposals or subawards included.

The Data Management Plan will be reviewed as an integral part of the proposal, coming under Intellectual Merit or Broader Impacts or both, as appropriate for the scientific community of relevance.

This supplement should describe how the proposal will conform to NSF policy on the dissemination and sharing of research results (see AAG Chapter VI.D.4), and may include:

1. Products of the Research and the Types of Data
2. Data Format Descriptions
3. How the Data is Accessible and Data Sharing Practices and Policies
4. Policies for Re-Use, Re-Distribution, and Production of Derivatives
5. Archiving of Data

A link to the complete GPG can be found here:

[http://www.nsf.gov/pubs/policydocs/pappguide/nsf11001/gpg\\_index.jsp](http://www.nsf.gov/pubs/policydocs/pappguide/nsf11001/gpg_index.jsp)

## Significant changes to the Award and Administration Guide include:

### **Chapter II.B.1.a, Changes in Objectives or Scope**

This section has been supplemented with language clarifying that prior NSF approval is required for any change to the Facilities, Equipment, and Other Resources section of the approved proposal that would constitute a change in objective or scope.

### **Chapter II.D, Cost Sharing**

The section on cost sharing has been revised to implement the National Science Board's recommendations regarding cost sharing. Inclusion of voluntary committed cost sharing is prohibited. When mandatory cost sharing is included on Line M and accepted by NSF, the commitment of funds becomes legally binding and is subject to audit. Failure to provide the level of cost sharing required by the NSF solicitation and reflected in the approved award budget may result in termination of the NSF award, disallowance of award costs and/or refund of award funds to NSF by the awardee. Language also has been added to clarify when notifications are considered due and overdue.

### **Chapter II.D.3, Project Outcomes Report for the General Public**

This section has been updated to specify that the Project Outcomes Report for the General Public will be posted in the Research Spending and Results section of the Research.gov website. This report serves as a brief summary, prepared specifically for the public, of the nature and outcomes of the project.

This report will be accompanied by the following disclaimer:

"This Project Outcomes Report for the General Public is displayed verbatim as submitted by the Principal Investigator (PI) for this award. Any opinions, findings, and conclusions or recommendations expressed in this Report are those of the PI and do not necessarily reflect the views of the National Science Foundation; NSF has not approved or endorsed its content." Grantees are to ensure that the report does not contain any confidential, proprietary business information; unpublished conclusions or data that

might compromise the ability to publish results in the research literature; or invention disclosures that might adversely affect the patent rights or those of the organization, in a subject invention under the award. Responses are not to contain any private personally identifiable information such as home contact information, individual demographic data or individually identifiable information collected from human research participants.

This report is in addition to the final project report and also due within 90 of the expiration of the grant.

For more details on this report please use the following link:

[http://www.nsf.gov/pubs/policydocs/pappguide/nsf11001/aag\\_2.jsp#IIE3](http://www.nsf.gov/pubs/policydocs/pappguide/nsf11001/aag_2.jsp#IIE3)

A link to the full Award and Administration Guide can be found here:

[http://www.nsf.gov/pubs/policydocs/pappguide/nsf11001/aag\\_index.jsp](http://www.nsf.gov/pubs/policydocs/pappguide/nsf11001/aag_index.jsp)

Please pass this communication on to your faculty. As always, let us know if you have questions, concerns or need further clarification.