



General Programmatic Terms and Conditions (PTC) for the Research and Evaluation on Education in Science and Engineering (REESE) Cooperative Agreements (NSF 07-595)

1. **Key Personnel:** Except for the Principal Investigator(s) (PIs) or Co-PIs identified in this award, requests to make any changes to personnel, organizations, and/or partnerships specifically named in the proposal, that have been approved as part of this award, shall be submitted in writing to the cognizant NSF Program Official for approval prior to any changes taking effect. Requests for prior approval of changes to the PI(s) must be submitted through FastLane for review by the cognizant NSF Program Official and approval by an NSF Grants Officer.

2. **Program/Project Description:** This proposal creates a Diffusion and Evaluation Network for the Research in Education and Evaluation in Science and Engineering (REESE) program. Specifically, this Center:
 - Provides support and capacity building opportunities for the REESE PIs through technical assistance that strengthens methodological and analytic approaches;
 - Creates opportunities for dialogue and interaction through PI and other themed meetings, online resources, and provides mechanisms for PIs to share instrumentation, data and findings;
 - Produces studies and reports based on various aspects of the REESE portfolio through (in consultation with NSF) identifying criteria to assess the rigor of studies and provide information on the effectiveness of the program and the studies it supports;
 - Summarizes key findings of REESE projects to various audiences such as researchers, policymakers, and practitioners;
 - Contributes to the creation of an evaluation framework for the REESE program; and
 - Conducts original research on salient issues related to the portfolio.

3. **Project Governance and Governing Responsibilities:** The Awardee will ensure that an efficient and effective project governing structure is in place throughout the award period to support all critical or significant project activities.

The Awardee will conduct the work by establishing the Center for Advancing Research and Communication in Science, Technology, Engineering, and Mathematics (ARC). ARC is designed to strengthen, stimulate and disseminate high quality research supported by NSF's REESE program as described in Program Solicitation NSF 07-595.

PIs and Key Personnel are responsible for:

- The PIs are responsible for overall management of the center, and will act as leads on the knowledge production, synthesis, and design of rigorous research projects in STEM components. The PI is responsible for overall communication with and reporting to the NSF Cognizant Program Officer.
 - The Project Manager is responsible for the day-to-day operation of the center, including maintaining collaborative research network and responding to requests for technical assistance, developing informational products in print and online media and, communication strategies in support of the REESE community (online access to materials).
 - A Board of nine Science Advisors will be finalized and provide access to disciplinary experts, communications experts and education research experts.
4. **Governing Responsibilities:** The Awardee will ensure efficient and effective performance of all projects responsibilities by the governing components throughout the award period.
5. **Reporting Requirements:** The Awardee will provide ad hoc and regular reports as designated by the NSF cognizant Program Official with content, format, and submission time line established by the NSF cognizant Program Official. The Awardee will submit all required reports via FastLane using the appropriate reporting category; for any type of report not specifically mentioned in FastLane, the Awardee will use the "Interim Reporting" function to submit reports.

ARC will provide reports as follows:

- **Five-Year Strategic Management Plan:** Within three months of receipt of the award, the ARC PIs will submit a detailed draft five-year strategic management plan that lays out tasks, benchmarks of progress, and deliverables to the NSF Cognizant Program Officer. The final plan should be submitted six months after receipt of the award.

- Five-Year Evaluation Plan: Within three months of receipt of the award, the ARC PIs will submit a detailed draft five-year plan for the evaluation of the ARC Center to the NSF Cognizant Program Officer.
- Annual reports: The awardee will submit an annual progress report specifying major accomplishments according to the projects' goals, objectives, and deliverables identified in the "Five-Year Strategic Management Plan."
- Interim Reports: The awardee will submit written mid-year interim progress reports on the technical assistance, portfolio analysis, PI meetings, findings from research studies and copies of products developed as a result of the project as needed and requested by the cognizant Program Officer.
- All products and events require prior approval by the Cognizant Program Officer.

6. **Ongoing Management and Oversight:** The Awardee will ensure full commitment and cooperation among the governing structure components, and all project staff during all ongoing NSF project management and oversight activities. The Awardee will ensure availability of all key institutional partners during any desk or on-site review as well as timely access to all project documentation.

Reverse Site Visit: The Awardee will participate in one reverse site visit annually to determine progress at that stage of implementation, to identify any correction measures, to submit recommendations for program improvement, and/or to decide NSF future funding support. Dates and specific topics to be assessed will be agreed between the PI and the NSF Cognizant Program Officer.