



General Programmatic Terms and Conditions (PTC) for the Louis Stokes Alliance for Minority Participation Program (LSAMP) Cooperative Agreement(s); (NSF 08-545)

1. **Key Personnel:** Except for the Principal Investigator(s) 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 Officer and approval by an NSF Grants Officer.
2. **Program Description:** The National Science Foundation's Louis Stokes Alliance for Minority Participation Program (LSAMP) is a multidisciplinary undergraduate program characterized by an organizational structure of multiple institutions working together toward a shared goal.

New, mid-level and senior alliances may include partners from two and four year degree granting higher education institutions, businesses and industries, national research laboratories, and local, state, and federal agencies. The overarching aim of the partnership, to increase significantly the quantity and quality of underrepresented minority students who graduate with a degree in science, technology, engineering and mathematics (STEM) disciplines, is shared by all partner institutions, laboratories and agencies.

At a minimum, each alliance is encouraged to adapt or develop innovative strategies designed to:

- Potentially transform the learning/teaching culture in two and four-year academic institutions;
- Stimulate smoother transitions through gatekeeper courses;
- Implement faculty, industry, and peer mentoring programs for STEM students;
- Strengthen undergraduate research through linkages to other NSF and other federal, local, or state-funded research and educational programs;
- Promote research experiences through research centers, national laboratories, industries, professional societies and international research partnerships;

- Develop components to bridge transitions from pre-college science and engineering to undergraduate and from baccalaureate to graduate programs.

Special programmatic requirements for each alliance level shall be adhered to in compliance with the referenced solicitation.

3. **Reporting Requirements:** The Awardee will submit all certifications, ad hoc and regular progress reports with content, format and submission timelines designated by NSF and the cognizant NSF Program Official. The Awardee will submit all NSF reports and certifications via FastLane. In addition to interim and annual NSF reporting, the awardee must submit the Annual LSAMP Survey reporting (WEBAMP through ORC Macro International) by October 31st annually.

Annual reporting, WebAMP data, and site visit reports will be used to determine the level of continuing support for the awardee. These reports shall serve as the primary source of information used to determine whether NSF will continue to support the Alliance, or will phase-out NSF support. In the event NSF phases-out or terminates support of the Alliance, procedures for reorganization and/or establishing a new alliance must be followed in consultation with the NSF LSAMP Office. The NSF LSAMP Office must also be consulted to determine eligibility to submit proposals to any NSF-announced LSAMP competition during a phase-out process.

Verbal Reports and Liaison - the Awardee shall meet as necessary with personnel from the Division of Human Resource Development, or its designee, and other staff designated by NSF to review operations of the Alliance and to exchange views, ideas, and information concerning the Alliance.

4. **Award Monitoring:** The Awardee shall participate in scheduled site visits and/or reverse site visits at mid-point of the award or as deemed necessary by program officials. Advanced notification will be provided to the awardee for oversight visits over the course of the award.
5. **Award Support of Ongoing Management:** The Awardee will facilitate and coordinate all activities related to ongoing management and oversight of the Project, including desk and on-site reviews, in consultation with the cognizant NSF Program Official, including provision of all requested materials, assurance as to the availability of all key personnel, and commitment to providing timely response to all review inquiries. The leadership shall appoint a designated board liaison. The management team shall assist the External Advisory Board.

The Awardee will ensure an effective management, staffing, operation, and rigorous internal and external evaluation of the Alliance and STEM education programs. A Governing Board (External Advisory Board) composed of each partner institution's President/Provost or designee, business leaders and

community leaders with the Awardee Chancellor (or designee) serving as the Chair.

The governing and/or advisory boards shall:

- Meet regularly, annually at a minimum, to ensure adequate oversight of project operations and governance of the alliance;
- Review and respond to reports from the Project Director/Principal Investigator;
- Provide leadership in establishing future directions;
- Support institutionalization of successful programs and activities to increase the quality and quantity of historically underrepresented minorities in STEM disciplines at all critical junctures of STEM education.

The leadership and management of the project shall:

- Develop a Memorandum of Understanding (MOU) with partner institutions having related NSF project(s);
- Ensure that articulation agreements remain on file for review by NSF officials when conducting oversight reviews of the project;
- Conduct a rigorous external evaluation of the project at mid-point of the project the results of which evaluation and a summary of findings must be included in the Annual Report for Year IV.