

# International Research and Education: Planning Visits and Workshops

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## Program Solicitation

04-035

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Replaces Document(s):  
NSF 03-559, NSF 04-35

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**National Science Foundation**

Office of International Science and Engineering

### Full Proposal Target Date(s):

February 20, 2004

February 20, Annually Thereafter

Workshop Proposals

May 20, 2004

May 20, Annually Thereafter

Workshop Proposals

September 20, 2004

September 20, Annually Thereafter

Workshop Proposals

### Full Proposal Deadline(s) (due by 5 p.m. proposer's local time):

Proposals Accepted Anytime

for Planning Visits

## REVISION NOTES

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Please be advised that the *NSF Proposal & Award Policies & Procedures Guide* (PAPPG) includes revised guidelines to implement the mentoring provisions of the America COMPETES Act (ACA) (Pub. L. No. 110-69, Aug. 9, 2007.) As specified in the ACA, each proposal that requests funding to support postdoctoral researchers must include a description of the mentoring activities that will be provided for such individuals. Proposals that do not comply with this requirement will be returned without review (see the PAPP Guide Part I: *Grant Proposal Guide* Chapter II for further information about the implementation of this new requirement).

As announced on May 21, 2009, proposers must prepare and submit proposals to the National Science Foundation (NSF) using the NSF FastLane system at <http://www.fastlane.nsf.gov/>. This approach is being taken to support efficient Grants.gov operations during this busy workload period and in response to OMB direction guidance issued March 9, 2009. NSF will continue to post information about available funding opportunities to Grants.gov FIND and will continue to collaborate with institutions who have invested in system-to-system submission functionality as their preferred proposal submission method. NSF remains committed to the long-standing goal of streamlined grants processing and plans to provide a web services interface for those institutions that want to use their existing grants management systems to directly submit proposals to NSF.

## SUMMARY OF PROGRAM REQUIREMENTS

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### General Information

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**Program Title:**

International Planning Visits and Workshops

**Synopsis of Program:**

This solicitation describes International Planning Visit/Workshop awards to support the early phases of developing and coordinating a research and education activity with a foreign partner(s).

**Cognizant Program Officer(s):**

- Please see the full text of this funding opportunity for contact information.

**Applicable Catalog of Federal Domestic Assistance (CFDA) Number(s):**

- 47.041 --- Engineering
- 47.049 --- Mathematical and Physical Sciences
- 47.050 --- Geosciences
- 47.070 --- Computer and Information Science and Engineering
- 47.074 --- Biological Sciences
- 47.075 --- Social Behavioral and Economic Sciences
- 47.076 --- Education and Human Resources
- 47.078 --- Office of Polar Programs
- 47.079 --- Office of International Science and Engineering
- 47.080 --- Office of Cyberinfrastructure
- 47.081 --- Office of Experimental Program to Stimulate Competitive Research

### Award Information

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**Anticipated Type of Award:** Standard Grant or Continuing Grant

**Estimated Number of Awards:** 50 per year

**Anticipated Funding Amount:** \$1,500,000 per year, pending availability of funds

### Eligibility Information

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**Organization Limit:**

None Specified

**PI Limit:**

None Specified

**Limit on Number of Proposals per Organization:**

None Specified

**Limit on Number of Proposals per PI: 1**

Principal Investigators are only eligible to receive one International Planning Visit/Workshop award per year.

### Proposal Preparation and Submission Instructions

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#### A. Proposal Preparation Instructions

- **Letters of Intent:** Not Applicable
- **Preliminary Proposal Submission:** Not Applicable
- **Full Proposal Preparation Instructions:** This solicitation contains information that supplements the standard NSF Proposal and Award Policies and Procedures Guide, Part I: Grant Proposal Guide (GPG) proposal preparation guidelines. Please see the full text of this solicitation for further information

## B. Budgetary Information

- **Cost Sharing Requirements:** Cost Sharing is not required under this solicitation.
- **Indirect Cost (F&A) Limitations:**  
  
Since the awards support primarily travel and subsistence expenses, indirect costs are not applicable to International Planning Visit/Workshop Awards. An administrative allowance, limited to 10% of direct costs, is allowed for International Planning Visit/Workshop Awards in lieu of indirect costs.
- **Other Budgetary Limitations:** Other budgetary limitations apply. Please see the full text of this solicitation for further information.

## C. Due Dates

- **Full Proposal Target Date(s):**

February 20, 2004

February 20, Annually Thereafter

Workshop Proposals

May 20, 2004

May 20, Annually Thereafter

Workshop Proposals

September 20, 2004

September 20, Annually Thereafter

Workshop Proposals

- **Full Proposal Deadline(s)** (due by 5 p.m. proposer's local time):

Proposals Accepted Anytime

for Planning Visits

## Proposal Review Information Criteria

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**Merit Review Criteria:** National Science Board approved criteria. Additional merit review considerations apply. Please see the full text of this solicitation for further information.

## Award Administration Information

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**Award Conditions:** Standard NSF award conditions apply.

**Reporting Requirements:** Standard NSF reporting requirements apply.

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### I. INTRODUCTION

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Support of international activities is an integral part of NSF's mission to sustain and strengthen the nation's science, mathematics, and engineering capabilities, and to promote the use of those capabilities in service to society. In particular, NSF recognizes the importance of enabling U.S. researchers and educators to advance their work through international collaboration, and the importance of helping ensure that future generations of U.S. scientists and engineers gain professional experience beyond this nation's borders early in their careers.

Grants from the Office of International Science and Engineering (OISE) contribute to NSF's mission by supporting highly meritorious research and education activities that present unique opportunities and offer potentially high benefits because of the vital and integral nature of the foreign collaboration. OISE support is intended to both advance the research and develop a cadre of scientists and engineers who will play a leadership role in forging international collaborations of great value to the nation. Success of a proposed project depends on a significant and unique contribution from the international partnership. OISE awards promote new partnerships between U.S. scientists and engineers and their foreign colleagues, or new cooperative projects between established collaborators. Activities can be in any field of science and engineering research and education supported by NSF. Encouraging and supporting the participation of students, recent Ph.D.'s, junior faculty members, women, and minority and disabled scientists and engineers is an OISE priority.

International Planning Visit/Workshop Awards support the early phases of planning, developing, and coordinating a research and education activity with foreign partners.

### II. PROGRAM DESCRIPTION

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#### A. Scope and Focus

International Planning Visit/Workshop Awards can support the initial phases of developing and coordinating integrated research and education activities with foreign partners. Support is primarily for travel and subsistence expenses; salaries and stipends are not typically supported. Individual proposals can be submitted for:

1. Planning visits to assess foreign facilities, equipment, or subjects of research, and to have detailed discussions with prospective foreign partners to finalize plans for cooperative research. Visits typically range from 7-14 days.
2. Joint workshops designed to identify common research priorities, focused on a specific, well-defined area of research collaboration. U.S. and international co-organizers collaboratively design the agenda around a disciplinary or inter-disciplinary theme, and invite individuals who will uniquely contribute to the workshop's objectives. Workshops may be held at either a U.S. or foreign location. If held at a foreign location, organizers are encouraged to arrange visits to local research and education sites. Workshop results should include recommendations to the research community about possible areas for future collaboration and should be broadly disseminated. The pool of U.S. participants should include junior researchers, women and members of underrepresented groups, and, where appropriate, graduate and/or undergraduate students. Participant diversity will be considered in making award decisions for support of workshops. OISE **does not** provide support for U.S. scientists and engineers to participate in international conferences or congresses; nor does it provide support for such meetings. OISE can support workshops that may immediately precede or follow a larger-scale conference when they add an international dimension that is focused on building research collaboration (see NSF Grant Policy Guide II.D.8).

It is expected that most Planning Visit/Workshop Award grantees will subsequently apply to disciplinary programs across the National Science Foundation for support of the resulting collaborative research.

## **B. Additional Considerations**

1. For some countries and projects, U.S. investigators and their foreign partners are required to submit separate proposals to NSF and to a designated agency that serves as NSF's counterpart in that country. While NSF and the foreign agency review the counterpart proposals independently, joint approval is sometimes required before NSF can fund the U.S. proposal.
2. PIs are responsible for obtaining required visas for foreign travel and, through the U.S. host research institution, for providing documentation in support of U.S. visas for foreign counterpart investigators. When applying for visas to enter countries with which NSF has formal bilateral agreements, participants should indicate specifically that the visit would be under a cooperative program between NSF and that foreign country. PIs are also responsible for obtaining research permits and import/export documents, where necessary.
3. PIs should consult NSF's web page "[Information for U.S. Travelers](#)", which includes information regarding visa requirements of other countries and collection of genetic resources outside the U.S.
4. A National Science Board Report (NSB 00-217) recommended "NSF should take a more active role in facilitating cooperation in international S & E and higher education with developing countries." Because NSF funds primarily cover the U.S. side of international collaborative activities, PIs are encouraged to work with individuals and/or institutions that have garnered substantial long-term support for research activities, and/or to assist their foreign collaborators in garnering such support.

## **III. AWARD INFORMATION**

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It is anticipated that approximately 50 awards will be made annually at a total investment of \$1,500,000 million, subject to the availability of funds. Awards will be standard or continuing grants.

Support for workshops will be for a maximum of two years and a maximum total budget of \$60,000 over the duration of the award. Support for planning visits will be for a maximum of two years and a maximum total budget of \$20,000 over the duration of the award. Support is primarily for travel and subsistence expenses for U.S. participants; salaries and stipends are not typically supported. Award duration and budget are expected to vary considerably depending on the scope of activities proposed.

## **IV. ELIGIBILITY INFORMATION**

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### **Organization Limit:**

None Specified

### **PI Limit:**

None Specified

## Limit on Number of Proposals per Organization:

None Specified

## Limit on Number of Proposals per PI: 1

Principal Investigators are only eligible to receive one International Planning Visit/Workshop award per year.

## Additional Eligibility Info:

The categories of proposers identified in the [Grant Proposal Guide](#) are eligible to submit proposals under this program announcement/solicitation. Principal investigators are eligible to receive a maximum of one International Planning Visit/Workshop Award per year.

## V. PROPOSAL PREPARATION AND SUBMISSION INSTRUCTIONS

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### A. Proposal Preparation Instructions

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**Full Proposal Instructions:** Proposals submitted in response to this program solicitation should be prepared and submitted in accordance with the guidelines specified in the NSF Grant Proposal Guide (GPG). The complete text of the GPG is available electronically on the NSF website at: [http://www.nsf.gov/publications/pub\\_summ.jsp?ods\\_key=gpg](http://www.nsf.gov/publications/pub_summ.jsp?ods_key=gpg). Paper copies of the GPG may be obtained from the NSF Publications Clearinghouse, telephone (703) 292-PUBS (7827) or by e-mail from [nsfpubs@nsf.gov](mailto:nsfpubs@nsf.gov).

The information below supplements the standard Grant Proposal Guide (GPG) proposal preparation guidelines. Use them to prepare your **International Planning Visit/Workshop Award Proposal**.

1. **Proposal Cover Sheet.** Indicate the solicitation number (04-35) in the program announcement/solicitation block and select "International Planning Visit and Workshops" as the Program in the Unit Selection List. Check the box for "International Cooperative Activities Country Name" that appears under Other Information when the "remainder of cover sheet" is clicked, then select the countries involved.
2. **OISE Cover Page Addendum.** See Appendix I. When using FastLane, this Addendum will be listed as a form for completion after the NSF Cover Sheet has been saved with the OISE Program Solicitation selected.
3. **Project Summary.** Include the names and institutional affiliations of key foreign collaborators, and note their roles in the proposed activities. Intellectual merit and broader impacts anticipated from the international activity must be addressed in separate paragraphs.
4. **Project Description.** Describe how the proposed planning visit or workshop will develop international linkages or promote and develop collaborative research with foreign partners. In addition to highlighting the underlying research and education objectives, include:
  - o Details on the complementary expertise of the U.S. and foreign partners.
  - o Expected contributions of the host institution(s).
  - o Information on the history of collaborative efforts with the foreign counterparts to date.
  - o A description of the proposed division of labor among co-organizers.
  - o How U.S. students and junior researchers will be involved.
  - o Long-term strategies and plans for continuing the collaboration.
- 4a. **Specifically for Planning Visits:**
  - o Evidence of substantive prior communication and preparation.
  - o Description of proposed research project, and progress to date in planning the joint activity.
  - o Actions needed to finalize the project plan that cannot be accomplished through communication at a distance.
  - o Proposed schedule of activities.
- 4b. **Specifically for Workshop proposals:**
  - o All information that is required of all workshops proposals submitted to NSF. See Special Guidelines for Conferences, Symposia and Workshops in the current Grant Proposal Guide (Chapter II.D.7, <http://www.nsf.gov/pubsys/ods/getpub.cfm?gpg>).
  - o Meeting description, including agenda, scientific justification, and expected scientific results and mutual international benefits.
  - o Proposed U.S. and non-U.S. participants, their brief biographical sketches, and their roles in the workshop. Indicate all participants to be supported by NSF.
  - o Description of selection process for all participants who have and have not yet been selected, including intended efforts to ensure diversity of the participants.
  - o Plans for dissemination of conclusions/proceedings, which should include dissemination in electronic format on a workshop website.
  - o Plans for anticipated new collaborative activities emerging from the workshop.
5. **Project Budget.** The budget justification should explain and justify major cost items. For undergraduate and graduate student participants and postdoctoral associates, include a breakdown of costs by types of participants.
6. **Supplementary Documentation.** Include biographical sketches for all principal foreign collaborators. All sketches

must adhere to the format given in the Grant Proposal Guide (Chapter II.C.2.f, <http://www.nsf.gov/pubsys/ods/getpub.cfm?gpg>). Include letters of support from collaborating foreign researchers and/or institutions.

7. (For tracking follow-up activities) Lists of prospective **U.S. and foreign participants** need to be included with the proposal (see Project Description item 4b above). Should the proposal be awarded, an updated list of participants needs to be submitted with the final report.

Proposers are reminded to identify the program solicitation number (Populated with NSF Number at Clearance) in the program solicitation block on the NSF Cover Sheet For Proposal to the National Science Foundation. Compliance with this requirement is critical to determining the relevant proposal processing guidelines. Failure to submit this information may delay processing.

## B. Budgetary Information

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**Cost Sharing:** Cost sharing is not required under this solicitation.

### Indirect Cost (F&A) Limitations:

Since the awards support primarily travel and subsistence expenses, indirect costs are not applicable to International Planning Visit/Workshop Awards. An administrative allowance, limited to 10% of direct costs, is allowed for International Planning Visit/Workshop Awards in lieu of indirect costs.

### Other Budgetary Limitations:

OISE funding can support the participation of U.S. principal investigators, contributing researchers, postdoctoral fellows, students and support staff, when specifically justified in terms of the international collaboration. OISE support for students and postdoctoral researchers is generally limited to U.S. citizens and permanent residents.

In most cases, foreign participants should obtain their own funding for participation in the collaborative project. However, when foreign participants are from a developing country, from a country whose economy is in transition, or from a country whose currency is not convertible, some support may be provided for the foreign participation. Applicants should discuss specifics with relevant OISE country program managers before submitting a proposal.

For living expenses abroad, applicants are encouraged to work with foreign counterparts to develop realistic budget requests. For example, access to university guest housing or similar facilities should be explored. In no case should the amount for lodging and meals and incidental expenses (MI&E) exceed the [authorized U.S. Government per diem rates](#), calculated at the daily rate for the first 30 days of a single project visit, and 50 percent of that rate for all time after that. Various approaches to cost-effective, reciprocal arrangements can be considered. By law, U.S. flag carriers must be used whenever possible (see para. 761.2 and 761.3 of the Grant Policy Manual at <http://www.nsf.gov/cgi-bin/getpub?gpm>).

## C. Due Dates

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### • Full Proposal Target Date(s):

February 20, 2004

February 20, Annually Thereafter

Workshop Proposals

May 20, 2004

May 20, Annually Thereafter

Workshop Proposals

September 20, 2004

September 20, Annually Thereafter

Workshop Proposals

### • Full Proposal Deadline(s) (due by 5 p.m. proposer's local time):

## D. FastLane Requirements

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Proposers are required to prepare and submit all proposals for this program solicitation through use of the NSF FastLane system. Detailed instructions regarding the technical aspects of proposal preparation and submission via FastLane are available at: <http://www.fastlane.nsf.gov/a1/newstan.htm>. For FastLane user support, call the FastLane Help Desk at 1-800-673-6188 or e-mail [fastlane@nsf.gov](mailto:fastlane@nsf.gov). The FastLane Help Desk answers general technical questions related to the use of the FastLane system. Specific questions related to this program solicitation should be referred to the NSF program staff contact (s) listed in Section VIII of this funding opportunity.

*Submission of Electronically Signed Cover Sheets.* The Authorized Organizational Representative (AOR) must electronically sign the proposal Cover Sheet to submit the required proposal certifications (see Chapter II, Section C of the [Grant Proposal Guide](#) for a listing of the certifications). The AOR must provide the required electronic certifications within five working days following the electronic submission of the proposal. Further instructions regarding this process are available on the FastLane Website at: <https://www.fastlane.nsf.gov/fastlane.jsp>.

## VI. NSF PROPOSAL PROCESSING AND REVIEW PROCEDURES

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Proposals received by NSF are assigned to the appropriate NSF program where they will be reviewed if they meet NSF proposal preparation requirements. All proposals are carefully reviewed by a scientist, engineer, or educator serving as an NSF Program Officer, and usually by three to ten other persons outside NSF who are experts in the particular fields represented by the proposal. These reviewers are selected by Program Officers charged with the oversight of the review process. Proposers are invited to suggest names of persons they believe are especially well qualified to review the proposal and/or persons they would prefer not review the proposal. These suggestions may serve as one source in the reviewer selection process at the Program Officer's discretion. Submission of such names, however, is optional. Care is taken to ensure that reviewers have no conflicts of interest with the proposal.

### A. NSF Merit Review Criteria

All NSF proposals are evaluated through use of the two National Science Board (NSB)-approved merit review criteria: intellectual merit and the broader impacts of the proposed effort. In some instances, however, NSF will employ additional criteria as required to highlight the specific objectives of certain programs and activities.

The two NSB-approved merit review criteria are listed below. The criteria include considerations that help define them. These considerations are suggestions and not all will apply to any given proposal. While proposers must address both merit review criteria, reviewers will be asked to address only those considerations that are relevant to the proposal being considered and for which the reviewer is qualified to make judgements.

#### **What is the intellectual merit of the proposed activity?**

How important is the proposed activity to advancing knowledge and understanding within its own field or across different fields? How well qualified is the proposer (individual or team) to conduct the project? (If appropriate, the reviewer will comment on the quality of the prior work.) To what extent does the proposed activity suggest and explore creative, original, or potentially transformative concepts? How well conceived and organized is the proposed activity? Is there sufficient access to resources?

#### **What are the broader impacts of the proposed activity?**

How well does the activity advance discovery and understanding while promoting teaching, training, and learning? How well does the proposed activity broaden the participation of underrepresented groups (e.g., gender, ethnicity, disability, geographic, etc.)? To what extent will it enhance the infrastructure for research and education, such as facilities, instrumentation, networks, and partnerships? Will the results be disseminated broadly to enhance scientific and technological understanding? What may be the benefits of the proposed activity to society?

Examples illustrating activities likely to demonstrate broader impacts are available electronically on the NSF website at: <http://www.nsf.gov/pubs/gpg/broaderimpacts.pdf>.

Mentoring activities provided to postdoctoral researchers supported on the project, as described in a one-page supplementary document, will be evaluated under the Broader Impacts criterion.

NSF staff also will give careful consideration to the following in making funding decisions:



### **Integration of Research and Education**

One of the principal strategies in support of NSF's goals is to foster integration of research and education through the programs, projects, and activities it supports at academic and research institutions. These institutions provide abundant opportunities where individuals may concurrently assume responsibilities as researchers, educators, and students and where all can engage in joint efforts that infuse education with the excitement of discovery and enrich research through the diversity of learning perspectives.

### **Integrating Diversity into NSF Programs, Projects, and Activities**

Broadening opportunities and enabling the participation of all citizens -- women and men, underrepresented minorities, and persons with disabilities -- is essential to the health and vitality of science and engineering. NSF is committed to this principle of diversity and deems it central to the programs, projects, and activities it considers and supports.

#### **Additional Review Criteria:**

In addition to the general NSF review criteria described above, the following criteria will be used in evaluating proposals submitted in response to this announcement:

1. Mutually beneficial international activity with complementary strengths in evidence.
2. International experience for students and/or junior researchers.
3. Novel and innovative activities.
4. Geographical and disciplinary balance within the OISE portfolio.

## **B. Review and Selection Process**

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Proposals submitted in response to this program solicitation will be reviewed by Ad hoc Review and/or Panel Review.

Reviewers will be asked to formulate a recommendation to either support or decline each proposal. The Program Officer assigned to manage the proposal's review will consider the advice of reviewers and will formulate a recommendation.

After scientific, technical and programmatic review and consideration of appropriate factors, the NSF Program Officer recommends to the cognizant Division Director whether the proposal should be declined or recommended for award. NSF is striving to be able to tell applicants whether their proposals have been declined or recommended for funding within six months. The time interval begins on the deadline or target date, or receipt date, whichever is later. The interval ends when the Division Director accepts the Program Officer's recommendation.

A summary rating and accompanying narrative will be completed and submitted by each reviewer. In all cases, reviews are treated as confidential documents. Verbatim copies of reviews, excluding the names of the reviewers, are sent to the Principal Investigator/Project Director by the Program Officer. In addition, the proposer will receive an explanation of the decision to award or decline funding.

In all cases, after programmatic approval has been obtained, the proposals recommended for funding will be forwarded to the Division of Grants and Agreements for review of business, financial, and policy implications and the processing and issuance of a grant or other agreement. Proposers are cautioned that only a Grants and Agreements Officer may make commitments, obligations or awards on behalf of NSF or authorize the expenditure of funds. No commitment on the part of NSF should be inferred from technical or budgetary discussions with a NSF Program Officer. A Principal Investigator or organization that makes financial or personnel commitments in the absence of a grant or cooperative agreement signed by the NSF Grants and Agreements Officer does so at their own risk.

## **VII. AWARD ADMINISTRATION INFORMATION**

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### **A. Notification of the Award**

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Notification of the award is made to *the submitting organization* by a Grants Officer in the Division of Grants and Agreements. Organizations whose proposals are declined will be advised as promptly as possible by the cognizant NSF Program administering the program. Verbatim copies of reviews, not including the identity of the reviewer, will be provided

automatically to the Principal Investigator. (See Section VI.B. for additional information on the review process.)

## B. Award Conditions

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An NSF award consists of: (1) the award letter, which includes any special provisions applicable to the award and any numbered amendments thereto; (2) the budget, which indicates the amounts, by categories of expense, on which NSF has based its support (or otherwise communicates any specific approvals or disapprovals of proposed expenditures); (3) the proposal referenced in the award letter; (4) the applicable award conditions, such as Grant General Conditions (GC-1); \* or Research Terms and Conditions \* and (5) any announcement or other NSF issuance that may be incorporated by reference in the award letter. Cooperative agreements also are administered in accordance with NSF Cooperative Agreement Financial and Administrative Terms and Conditions (CA-FATC) and the applicable Programmatic Terms and Conditions. NSF awards are electronically signed by an NSF Grants and Agreements Officer and transmitted electronically to the organization via e-mail.

\*These documents may be accessed electronically on NSF's Website at [http://www.nsf.gov/awards/managing/award\\_conditions.jsp?org=NSF](http://www.nsf.gov/awards/managing/award_conditions.jsp?org=NSF). Paper copies may be obtained from the NSF Publications Clearinghouse, telephone (703) 292-7827 or by e-mail from [nsfpubs@nsf.gov](mailto:nsfpubs@nsf.gov).

More comprehensive information on NSF Award Conditions and other important information on the administration of NSF awards is contained in the NSF *Award & Administration Guide* (AAG) Chapter II, available electronically on the NSF Website at [http://www.nsf.gov/publications/pub\\_summ.jsp?ods\\_key=aag](http://www.nsf.gov/publications/pub_summ.jsp?ods_key=aag).

## C. Reporting Requirements

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For all multi-year grants (including both standard and continuing grants), the Principal Investigator must submit an annual project report to the cognizant Program Officer at least 90 days before the end of the current budget period. (Some programs or awards require more frequent project reports). Within 90 days after expiration of a grant, the PI also is required to submit a final project report.

Failure to provide the required annual or final project reports will delay NSF review and processing of any future funding increments as well as any pending proposals for that PI. PIs should examine the formats of the required reports in advance to assure availability of required data.

PIs are required to use NSF's electronic project-reporting system, available through FastLane, for preparation and submission of annual and final project reports. Such reports provide information on activities and findings, project participants (individual and organizational) publications; and, other specific products and contributions. PIs will not be required to re-enter information previously provided, either with a proposal or in earlier updates using the electronic system. Submission of the report via FastLane constitutes certification by the PI that the contents of the report are accurate and complete.

## VIII. AGENCY CONTACTS

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General inquiries regarding this program should be made to:

- The OISE geographic region/country program manager regarding proposal development, appropriate funding levels and supplement opportunities. Contacts for cognizant program manager(s) are available from the OISE home page.

For questions related to the use of FastLane, contact:

- FastLane Help Desk, telephone: 1-800-673-6188; e-mail: [fastlane@nsf.gov](mailto:fastlane@nsf.gov).

The OISE geographic region/country program manager regarding proposal development, appropriate funding levels and supplement opportunities. Contacts for cognizant program manager(s) are available from the [OISE Staff by Country page](#) .

## IX. OTHER INFORMATION

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The NSF Website provides the most comprehensive source of information on NSF Directorates (including contact information), programs and funding opportunities. Use of this Website by potential proposers is strongly encouraged. In addition, National Science Foundation Update is a free e-mail subscription service designed to keep potential proposers and other interested parties apprised of new NSF funding opportunities and publications, important changes in proposal and

award policies and procedures, and upcoming NSF Regional Grants Conferences. Subscribers are informed through e-mail when new publications are issued that match their identified interests. Users can subscribe to this service by clicking the "Get NSF Updates by Email" link on the [NSF web site](#).

Grants.gov provides an additional electronic capability to search for Federal government-wide grant opportunities. NSF funding opportunities may be accessed via this new mechanism. Further information on Grants.gov may be obtained at <http://www.grants.gov>.

## ABOUT THE NATIONAL SCIENCE FOUNDATION

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The National Science Foundation (NSF) is an independent Federal agency created by the National Science Foundation Act of 1950, as amended (42 USC 1861-75). The Act states the purpose of the NSF is "to promote the progress of science; [and] to advance the national health, prosperity, and welfare by supporting research and education in all fields of science and engineering."

NSF funds research and education in most fields of science and engineering. It does this through grants and cooperative agreements to more than 2,000 colleges, universities, K-12 school systems, businesses, informal science organizations and other research organizations throughout the US. The Foundation accounts for about one-fourth of Federal support to academic institutions for basic research.

NSF receives approximately 40,000 proposals each year for research, education and training projects, of which approximately 11,000 are funded. In addition, the Foundation receives several thousand applications for graduate and postdoctoral fellowships. The agency operates no laboratories itself but does support National Research Centers, user facilities, certain oceanographic vessels and Antarctic research stations. The Foundation also supports cooperative research between universities and industry, US participation in international scientific and engineering efforts, and educational activities at every academic level.

*Facilitation Awards for Scientists and Engineers with Disabilities* provide funding for special assistance or equipment to enable persons with disabilities to work on NSF-supported projects. See Grant Proposal Guide Chapter II, Section D.2 for instructions regarding preparation of these types of proposals.

The National Science Foundation has Telephonic Device for the Deaf (TDD) and Federal Information Relay Service (FIRS) capabilities that enable individuals with hearing impairments to communicate with the Foundation about NSF programs, employment or general information. TDD may be accessed at (703) 292-5090 and (800) 281-8749, FIRS at (800) 877-8339.

The National Science Foundation Information Center may be reached at (703) 292-5111.

The National Science Foundation promotes and advances scientific progress in the United States by competitively awarding grants and cooperative agreements for research and education in the sciences, mathematics, and engineering.

To get the latest information about program deadlines, to download copies of NSF publications, and to access abstracts of awards, visit the NSF Website at <http://www.nsf.gov>

- **Location:** 4201 Wilson Blvd. Arlington, VA 22230
  
- **For General Information** (NSF Information Center): (703) 292-5111
  
- **TDD (for the hearing-impaired):** (703) 292-5090
  
- **To Order Publications or Forms:**
  - Send an e-mail to: [nsfpubs@nsf.gov](mailto:nsfpubs@nsf.gov)
  - or telephone: (703) 292-7827
  
- **To Locate NSF Employees:** (703) 292-5111

The information requested on proposal forms and project reports is solicited under the authority of the National Science Foundation Act of 1950, as amended. The information on proposal forms will be used in connection with the selection of qualified proposals; and project reports submitted by awardees will be used for program evaluation and reporting within the Executive Branch and to Congress. The information requested may be disclosed to qualified reviewers and staff assistants as part of the proposal review process; to proposer institutions/grantees to provide or obtain data regarding the proposal review process, award decisions, or the administration of awards; to government contractors, experts, volunteers and researchers and educators as necessary to complete assigned work; to other government agencies or other entities needing information regarding applicants or nominees as part of a joint application review process, or in order to coordinate programs or policy; and to another Federal agency, court, or party in a court or Federal administrative proceeding if the government is a party. Information about Principal Investigators may be added to the Reviewer file and used to select potential candidates to serve as peer reviewers or advisory committee members. See Systems of Records, NSF-50, "Principal Investigator/Proposal File and Associated Records," 69 Federal Register 26410 (May 12, 2004), and NSF-51, "Reviewer/Proposal File and Associated Records," 69 Federal Register 26410 (May 12, 2004). Submission of the information is voluntary. Failure to provide full and complete information, however, may reduce the possibility of receiving an award.

An agency may not conduct or sponsor, and a person is not required to respond to, an information collection unless it displays a valid Office of Management and Budget (OMB) control number. The OMB control number for this collection is 3145-0058. Public reporting burden for this collection of information is estimated to average 120 hours per response, including the time for reviewing instructions. Send comments regarding the burden estimate and any other aspect of this collection of information, including suggestions for reducing this burden, to:

Suzanne H. Plimpton  
Reports Clearance Officer  
Division of Administrative Services  
National Science Foundation  
Arlington, VA 22230

## X. APPENDIX

### Appendix I

#### Office of International Science and Engineering Cover Page Addendum

(When using FastLane, this Addendum is listed as form for completion after the NSF Cover Sheet has been saved with the OISE Program Solicitation selected. When requesting a supplement to an existing award, submit this information as a supplemental document.)

Country #1: \_\_\_\_\_

Country #2: \_\_\_\_\_

Country #3: \_\_\_\_\_

Proposal Category:

- Planning Visit or Workshop
- Developing Global Scientists and Engineers
- Partnerships for International Research and Education
- Multilateral organizations

Foreign Counterpart Investigator/Organizer/Host (Repeat as needed for up to three Foreign Counterpart Investigators/Organizers/Hosts)

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Institution: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

For Planning Visit or Workshop Location

Location

City: \_\_\_\_\_

Country: \_\_\_\_\_

Start Date: \_\_\_\_\_  
End Date: \_\_\_\_\_

Demographics (people that will be supported by this project):

Number of senior US scientists and engineers (excluding those within 6 years of their Ph.D. and graduate and undergraduate students): \_\_\_\_\_

Number of U.S. scientists within 6 years of the Ph.D. (including the PI and/or Co-PI if applicable): \_\_\_\_\_

Number of U.S. graduate students: \_\_\_\_\_

Number of U.S. undergraduate students: \_\_\_\_\_

Number of foreign scientists and engineers (including post-docs, graduate students and undergraduate students) associated with the foreign institution. Include only those that will be supported under this NSF proposal (if allowable, see Budgetary Limitations section). Do not count foreign participants that will be supported by non-NSF funds. \_\_\_\_\_

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