

# East Asia and Pacific Summer Institutes for U.S. Graduate Students (EAPSI)

---

## PROGRAM SOLICITATION

NSF 12-498

---

REPLACES DOCUMENT(S):

NSF 10-591

---



**National Science Foundation**

Office of International Science and Engineering

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

November 08, 2012

Second Thursday in November, Annually Thereafter

## IMPORTANT INFORMATION AND REVISION NOTES

---

The application process has been revised to require a project summary and delete the requirement for any transcripts. International travel grants and activities sponsored under international cooperative agreements are exempt from external review and subject to internal NSF review.

## SUMMARY OF PROGRAM REQUIREMENTS

---

### General Information

---

**Program Title:**

East Asia and Pacific Summer Institutes for U.S. Graduate Students (EAPSI)

**Synopsis of Program:**

NSF and selected foreign counterpart science and technology agencies sponsor international research institutes for US graduate students in seven East Asia and Pacific locations at times set by the counterpart agencies between June and August each year. These Summer Institutes (EAPSI) operate similarly and the research visits to a particular location take place at the same time. Although applicants apply individually to participate in a Summer Institute, awardees become part of the cohort for each location. Applicants must propose a location, host scientist, and a research project that is appropriate for the host site and duration of the international visit.

An EAPSI award provides U.S. graduate students in science, engineering, and education: 1) first-hand research experiences in Australia, China, Japan, Korea, New Zealand, Singapore or Taiwan; 2) an introduction to the science, science policy, and scientific infrastructure of the respective location; and 3) an orientation to the society, culture and language. It is expected that EAPSI awards will help students initiate professional relationships to enable future collaboration with foreign counterparts.

The NSF award includes participation in a pre-departure orientation, a summer stipend, and travel expenses to the research site. EAPSI partner agencies pay in-country living expenses during the Summer Institutes.

**Cognizant Program Officer(s):**

*Please note that the following information is current at the time of publishing. See program website for any updates to the points of contact.*

- Carter Kimsey, Program Manager, telephone: (703) 292-7170, email: [oise-eapsi@nsf.gov](mailto:oise-eapsi@nsf.gov)
- Elena R. Hillenburg, Program Specialist, telephone: (703) 292-2993, email: [oise-eapsi@nsf.gov](mailto:oise-eapsi@nsf.gov)

**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

---

**Anticipated Type of Award:** International travel award

**Estimated Number of Awards:** 200

NSF nominates applicants to the foreign counterpart agency based on a previously negotiated limit for each EAPSI location. Success rates for the different locations vary within each fiscal year and from year to year. Tentative award offers from NSF are not finalized unless counterpart agencies concur in the selections.

**Anticipated Funding Amount:** \$2,400,000 pending availability of funds.

## Eligibility Information

---

### Organization Limit:

Proposals may only be submitted by the following:

- Applications are submitted directly by individual graduate students, not through the institutions at which they are enrolled. This requires that, during the application process, each student must register as an institution and serves as his or her own Authorized Organizational Representative (AOR). Similarly, awards are made to the individuals.

### PI Limit:

As of the deadline date for the application, applicants must

- be U.S. citizens or permanent residents;
- be enrolled in a research-oriented Master's or Ph.D. degree program, and, if enrolled in a joint Bachelor/Master's program, have graduated from the undergraduate degree portion of the program;
- be enrolled at a U.S. institution located in the United States; and
- propose a research project in fields of science, engineering, and science education supported by the National Science Foundation (see Section II below for fields of study eligible for NSF support).

Applications submitted by persons who do not meet **all** of the above criteria will not be entered into the competition and will be **returned without review**.

Applicants are encouraged to consult with and have the support of their academic advisors prior to applying.

Previous awardees may apply, but only to a different host location from their previous award. Priority will be given to new applicants to the program.

Students who are matriculated at the time of application and subsequently graduate may still receive an award and participate in the program.

### Limit on Number of Proposals per Organization:

Not applicable

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

One application per student per year.

## Proposal Preparation and Submission Instructions

---

### 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 Grant Proposal Guide (GPG) proposal preparation guidelines. Please see the full text of this solicitation for further information

### B. Budgetary Information

- **Cost Sharing Requirements:** Inclusion of voluntary committed cost sharing is prohibited.
- **Indirect Cost (F&A) Limitations:** There are no indirect costs allowed.
- **Other Budgetary Limitations:** Other budgetary limitations apply. Please see the full text of this solicitation for further information.

### C. Due Dates

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

November 08, 2012

## Proposal Review Information Criteria

---

**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

---

**Award Conditions:** Additional award conditions apply. Please see the full text of this solicitation for further information.

**Reporting Requirements:** Additional reporting requirements apply. Please see the full text of this solicitation for further information.

## TABLE OF CONTENTS

---

### Summary of Program Requirements

- I. **Introduction**
- II. **Program Description**
- III. **Award Information**
- IV. **Eligibility Information**
- V. **Proposal Preparation and Submission Instructions**
  - A. Proposal Preparation Instructions
  - B. Budgetary Information
  - C. Due Dates
  - D. FastLane Requirements
- VI. **NSF Proposal Processing and Review Procedures**
  - A. NSF Merit Review Criteria
  - B. Review and Selection Process
- VII. **Award Administration Information**
  - A. Notification of the Award
  - B. Award Conditions
  - C. Reporting Requirements
- VIII. **Agency Contacts**
- IX. **Other Information**

## I. INTRODUCTION

---

Support of international activities is an integral part of the NSF 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 collaborations, and of helping ensure that future generations of U.S. scientists and engineers gain professional experience beyond this nation's borders early in their careers.

## II. PROGRAM DESCRIPTION

---

EAPSI awards are available in any area of science and engineering research or education supported by NSF. Applicants are reminded that NSF does not support research in the biological sciences with public health or disease-related goals, including the etiology, diagnosis, or treatment of physical or mental disease, abnormality or malfunction in humans or animals. Animal models of such conditions or the development or testing of drugs or other procedures for their treatment also are not eligible for support. Biomedical engineering and healthcare engineering are supported in selected areas; see the current descriptions on the Engineering website, [http://www.nsf.gov/funding/pgm\\_summ.jsp?pims\\_id=501032&org=CBET&from=home](http://www.nsf.gov/funding/pgm_summ.jsp?pims_id=501032&org=CBET&from=home).

EAPSI awards provide U.S. graduate students in science and engineering: 1) first-hand research experiences in partner locations, i.e., Australia, China, Japan, Korea, New Zealand, Singapore or Taiwan; 2) an introduction to the science, science policy, and scientific infrastructure of the respective location; and 3) an orientation to the society, culture and language of these locations. These goals are met through research visits that will help graduate students initiate scientific relationships to enable future collaboration with foreign counterparts. All institutes, except Japan, last approximately eight weeks from June to August. The institute in Japan lasts approximately ten weeks from June to August.

EAPSI aims to provide an international experience to those graduate students particularly who have never had one previously. Previous awardees may apply to a new host location, but priority will be given to new applicants. As this program is open to all

research fields and disciplines supported by NSF, at a wide range of suitable research institutions, NSF will ensure appropriate distribution of fellowships across disciplinary fields and research sites. Member of groups under-represented in U.S. science, engineering, and STEM education are especially encouraged to apply.

The East Asia and Pacific Summer Institutes are administered in the United States by the National Science Foundation. In East Asia and the Pacific, the Summer Institutes are co-sponsored by:

- Australian Academy of Science;
- Chinese Ministry of Science and Technology, Chinese Academy of Sciences, and National Natural Science Foundation of China;
- Japan Society for the Promotion of Science;
- National Research Foundation of Korea;
- Royal Society of New Zealand;
- National Research Foundation of Singapore; and
- National Science Council of Taiwan.

The first summer institute began in Japan in 1990, followed by Korea in 1995, Taiwan in 2000, China in 2003, Australia in 2004, New Zealand in 2007 and Singapore in 2008. The Summer Institute in Taiwan operates in accordance with the U.S.-Taiwan Relations Act (PL 96-8).

#### A. Key Elements

The EAPSI program is designed for U.S. graduate students wishing to conduct research in a foreign setting and to experience the culture(s) of the host locations.

Foreign language capability is not required for acceptance into the EAPSI program; however, applicants are strongly encouraged to obtain language training prior to their travel.

Before applying for the Summer Institutes, U.S. permanent residents should verify their ability to travel without difficulty outside of the United States and to Australia, China, Japan, Korea, New Zealand, Singapore or Taiwan.

Applicants may indicate a second and third choice in the event their first choice is not possible. Only ONE potential host researcher may be identified per location in the application.

Applicants must obtain an invitation or acceptance from their first choice host researcher to conduct summer research prior to submitting an application. The application also requires a letter of recommendation. These materials cannot be added after the deadline, unless invited by NSF when an alternative site is permitted.

Applicants are advised to review carefully specific information about their desired location and potential host researchers prior to submission. Questions about specific locations can be addressed to the Office of International Science and Engineering whose regional coordinators and program managers have expertise and experience specific to these locations.

Awardees must attend the pre-departure orientation session in the Washington, D.C. area which is usually held in March or April. Expenses are paid by NSF.

Awardees are responsible for preparing for their own travel, including but not limited to obtaining passports, visas, travel insurance, and any other requirements for travel. Likewise, they are responsible for making their own arrangements for necessary medications, immunizations, and health insurance.

At the conclusion of the Summer Institute, participants are encouraged to visit other research sites in their host location to learn about research being conducted in their field and to cultivate additional contacts for future collaborations. Such visits are scheduled in consultation with host researchers and foreign co-sponsoring organizations.

Applicants are required to review information for their selected location in the respective handbook on the [EAPSI website](#). Information in the handbooks is updated each year for the following year's programs, or as details become available. Participants must attend the Summer Institute in its entirety.

#### B. Program Conditions and Requirements:

As a set of structured programs jointly funded and managed by NSF and foreign co-sponsoring organizations in the East Asia and Pacific region, all of the Summer Institutes operate in the same manner. All applications are submitted to NSF. Following merit review, NSF selects the applicants to be nominated for awards to partner organizations and makes tentative offers to them to verify that they will accept the fellowship if a final offer is made and that they agree to all conditions of the awards. NSF cannot make final award decisions unless and until the counterpart organizations and hosts concur in the nominations. Therefore it is not always possible to finalize a tentative offer.

Applicants selected by NSF must **ACCEPT** the following terms and conditions before NSF will forward their nominations to the counterpart organizations. Participants must commit to attend the Summer Institute:

1. **in its entirety.** Late arrivals and early departures are not allowed and participants must attend any opening and closing ceremonies. Tentative offers will include the dates of the select Summer Institute.
2. **unaccompanied.** Due to varying visa requirements and the nature of the program, it is not appropriate for awardees to be accompanied by family and/or friends during the Summer Institutes. NSF and host organizations provide support and resources for awardees only; they cannot provide any support, service or accommodation for other individuals.
3. **after attending the NSF orientation.** A pre-departure orientation in Washington, DC is arranged and expenses reimbursed by NSF.
4. **at the location assigned by the partner organization.** NSF and the relevant foreign co-sponsoring organizations attempt to finalize host arrangements as proposed by applicants; but placement with the requested host researcher cannot be guaranteed. Students are expected to accept placement with alternative host researchers as suggested by NSF and/or the foreign co-sponsoring organization. Any changes in the research plan must be approved both by NSF and the counterpart agency in advance of the change.
5. **with no overlap of Federal support.** Participants may receive funding from only one Federal source

while participating in the EAPSI summer activity. If you currently receive salary or stipend from another Federal source, including fellowships and research and training grants, you must decline the stipend or your current source of funding during the Summer Institute.

6. **after providing NSF contact information of someone in the U.S. in case of emergency while outside the U.S.**

**Participants are representatives of NSF and the United States. Failure to adhere to any of the above terms and conditions or to engage in behavior that reflects negatively upon either NSF or the United States may result in immediate dismissal from the program, immediate return home, and return of all award funds to NSF and/or the foreign co-sponsoring organization.**

#### C. Approximate Timetable:

November: Deadline, applications submitted

December - January: NSF merit review of applications

February: Tentative offers to selected applicants. Nominations sent to counterpart organizations.

March/April: Pre-departure orientation in Washington, D.C. area (2 days)

April: Final acceptance notices issued to confirmed students by NSF's foreign co-sponsoring organizations in Australia, China, Japan, Korea, New Zealand, Singapore and Taiwan

April - June: Potential awardees submit abstracts and prepare to travel; NSF grants office issues award notifications by email

June - August: Summer Institutes

December: Final reports due

### III. AWARD INFORMATION

---

The NSF portion of the EAPSI award consists of several parts: a stipend of \$5,000, attendance at the pre-departure orientation, and round-trip transportation from the Fellow's home to the host location in the form of a non-refundable airline ticket on a U.S. flag carrier in accordance with GSA requirements and issued by the NSF travel contractor.

The foreign counterparts provide in-country room and board and travel for research visits.

### IV. ELIGIBILITY INFORMATION

---

#### Organization Limit:

Proposals may only be submitted by the following:

- Applications are submitted directly by individual graduate students, not through the institutions at which they are enrolled. This requires that, during the application process, each student must register as an institution and serves as his or her own Authorized Organizational Representative (AOR). Similarly, awards are made to the individuals.

#### PI Limit:

As of the deadline date for the application, applicants must

- be U.S. citizens or permanent residents;
- be enrolled in a research-oriented Master's or Ph.D. degree program, and, if enrolled in a joint Bachelor/Master's program, have graduated from the undergraduate degree portion of the program;
- be enrolled at a U.S. institution located in the United States; and
- propose a research project in fields of science, engineering, and science education supported by the National Science Foundation (see Section II below for fields of study eligible for NSF support).

Applications submitted by persons who do not meet **all** of the above criteria will not be entered into the competition and will be **returned without review**.

Applicants are encouraged to consult with and have the support of their academic advisors prior to applying.

Previous awardees may apply, but only to a different host location from their previous award. Priority will be given to new applicants to the program.

Students who are matriculated at the time of application and subsequently graduate may still receive an award and participate in the program.

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

Not applicable

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

One application per student per year.

## V. PROPOSAL PREPARATION AND SUBMISSION INSTRUCTIONS

---

### A. Proposal Preparation Instructions

---

**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).

In cases where requirements given in this program solicitation differ from those given in the Grant Proposal Guide, this program solicitation takes precedence.

All page limits indicated within this program solicitation include images, figures, graphics, tables, etc. Applicants must adhere to page limitations, NSF limits on font type and size, and margins (minimum of 2.5 cm). Proposals that do not conform to the requirements will be returned without review.

**IMPORTANT SUBMISSION NOTES:** Unlike most proposals to NSF, EAPSI proposals are submitted directly to NSF **without going through your university**. EAPSI proposals must be submitted electronically on the NSF FastLane website.

1. Follow specific instructions from 'How to Apply' by selecting 'Postdoctoral Fellowships and Other Programs', 'I am an Applicant', and then 'East Asia and Pacific Summer Institutes' on the NSF FastLane website (<https://www.fastlane.nsf.gov/fastlane.jsp>).
2. In the FastLane application process for EAPSI, the applicant will be called a Principal Investigator (PI) or Proposer and **must register as an 'individual researcher'** acting as the Authorized Organizational Representative (AOR).
3. After registering as an individual researcher, applicants must log in to FastLane and edit the PI Information form regarding citizenship. Applicants must be US citizens or permanent residents and therefore it is not permitted to select "do not wish to provide" in response to citizenship. Failure to provide citizenship information will result in the application being returned without review.
4. The applicant must list names of Letter of Recommendation writers within the "Add/Delete Letter of Reference Writers" section in FastLane Proposal Preparation. This must be done **BEFORE** the applicant's references can upload their letters into the FastLane system.
5. **All** proposal materials must be submitted via FastLane by the deadline. Materials sent via other means to NSF or received after the deadline will not be reviewed, considered, or accepted.
6. EAPSI applications will be shared with foreign partner science agencies, and subsequently, with potential host researchers. Therefore, do not include any information in your application to which you would not want your host researcher or the foreign co-sponsoring organization to have access.
7. Before selecting hosts, applicants are advised to review specific criteria and procedures for Australia, China, Japan, Korea, New Zealand, Singapore and Taiwan listed under "Potential Host Institutions for East Asia and Pacific Summer Institutes" on the EAPSI website <http://www.nsf.gov/eapsi>. Applicants to Japan should seek formal acceptance from a senior-level representative at the host institution (e.g., Professor, Director), even if the applicant's mentor may be a junior-level (e.g., Assistant Professor) researcher at that institution.
8. Applicants are not restricted to the hosts listed on the "Potential Host Institutions for East Asia and Pacific Summer Institutes" website. Rather, students are strongly encouraged to seek information about potential foreign host researchers and institutions from their academic advisors, appropriate U.S. or foreign faculty members, or by contacting primary points of contact at foreign co-sponsoring organizations listed in the respective Handbooks. Students may also seek out host researchers by conducting literature searches and/or from host universities directly.
9. While preparing the application, applicants should keep in mind that the key to a successful EAPSI application and experience is developing clear, mutually agreed upon expectations about the proposed research project and sharing them with the host and the graduate advisor.
10. If you have any questions about registering as an individual or need assistance with submitting materials in FastLane, contact the FastLane Helpdesk at [fastlane@nsf.gov](mailto:fastlane@nsf.gov) or 1-800-673-6188.

**PROPOSAL COMPONENTS:** Only complete and timely applications will be accepted. You must submit all materials listed below by the deadline. Applications that include any extraneous information not requested in the program solicitation will be returned without review.

1. **Cover Sheet:** You must first complete the requested fields on the cover sheet to gain access to the application process. Check that your name and address are correct. Select the EAPSI program solicitation from the list shown. When you click on "remainder of the cover sheet," you'll notice that the cover sheet auto fills and is saved.
2. **Application Form:**
  - o You must complete and save the Application Form. Please enter all information COMPLETELY and CORRECTLY.
  - o In item 2, you may list up to three locations in order of preference from the following list: Australia, China, Japan, Korea, New Zealand, Singapore, or Taiwan. You must identify one potential host researchers at each location.
  - o In item 3, identify the NSF program area as listed at [www.nsf.gov](http://www.nsf.gov) or research directorate within whose purview your research project falls or, for interdisciplinary projects, the major fields of science/engineering/education. This field is limited to 30 characters.
  - o In item 4, provide a succinct and clear **title** of the research project you are proposing in terms understandable to any scientist, mathematician or engineer. Do not use abbreviations or acronyms. This field is limited to 180 characters.
  - o If item 6 reads "do not wish to provide," go back and edit the PI Personal Information in FastLane. If a permanent resident, you must supply registration number and county of citizenship.
  - o In item 12, use the same order to list potential hosts as in item 4. You may name more than one host researcher per institution. Please provide contact information including email addresses.
  - o Applicants must obtain and include an invitation or acceptance from their first choice host researcher. Email is acceptable. A summary of the email or other correspondence between you and the proposed host that lead to the research plan is required and must be uploaded in the "Supplementary Docs" section of the application. (See below.)
3. **Project Summary:** This is an abstract not to exceed one page with 2 **separate** sections. The first, *intellectual merit*, is a short description of your proposed research project and the other, *broader impacts*, summarizes your planned activities and impacts beyond the research project itself. The international component of EAPSI is itself a broader impact and, while it may be appropriate to mention broader implications of the research to the field of science, broader impacts should include but not be limited to community engagement, outreach efforts, and educational activities. You may divide the one page between the two required topics as you wish. If both are not present, your application will be returned without review.



4. **Project Description:** (not to exceed five (5) single spaced pages with 2.5 cm margins using an NSF-allowed font). The project description is the section of the application where you present your research plan for the summer, the specific justification for the selection of your host and host location, and your career goals and how the EAPSI fellowship fits with your thesis project and/or career goals. Space is limited so do not repeat any information given elsewhere in your application, for example, the project summary.
  - o Begin the project description with a project synopsis and timeline.
  - o Present a research plan including a short introduction and background section. Provide a clear description of what research you plan to conduct and why traveling to the host location is justified for the project's successful completion. If asking hypothesis-driven research question(s), give research objectives and methodologies. The description should be detailed and specific enough to be evaluated by both disciplinary experts and general enough for an interdisciplinary panel. If specific hypotheses are not presented, give sufficient detail to explain what research is being conducted, how, and why. Explain how the research fits into your thesis research and/or career goals.
  - o The proposed research should be achievable within 6-7 weeks (8-9 weeks for Japan).
  - o Describe previous collaboration with the host and/or proposed future collaboration as a result of an EAPSI project, if any.
  - o Identify any special clearances or reviews required, e.g., human subjects, vertebrate animals, collection/import/export permits and how these requirements will be met prior to accepting an EAPSI fellowship.
  - o Give a brief scientific biography of your primary proposed host, including a few select publications or activities that directly relate to your project, if any.
  - o Explain how the specific expertise of your proposed host researcher and capability of the host institution (e.g., facilities, data, equipment access) benefits your proposed project, i.e., describe what benefits derive from working with your host on the proposed research topic/project.
  - o Describe the expected value of gaining both cultural and scientific experience in Australia, China, Japan, Korea, New Zealand, Singapore or Taiwan to your future career goals.
  - o Describe any unique qualifications you possess to conduct research in an international setting.
  - o List the two individuals who will be writing your Letters of Reference; include their institution, position, and relationship to you and identify any potential conflicts-of-interest, e.g., personal or family relationships, etc.
5. **References cited:** Literature cited in the Project Description are not counted against the 5-page limit on the project description but must be listed separately and uploaded into the References section.
6. **Biographical Sketch** (*curriculum vitae*):
  - o Provide a 2-page biographical sketch that includes your academic background, previous appointments, past research experience, previous international experience, a list of publications, and/or other pertinent information (e.g., awards, skills and abilities) you consider relevant to determining your overall suitability for receiving an EAPSI fellowship. Your CV needs to explain clearly what graduate program you are enrolled in, what degree you seek, and where you are in the process of earning the degree.
  - o List any Responsible Conduct of Research training you have had.
  - o If you are a prior EAPSI Fellow, indicate the year and location of Fellowship experience and provide a short paragraph on results of your past EAPSI support.
  - o The biographical sketch should include only your professional information; do not include personal information, such as birthdate, home address, etc.
  - o You may use the format described in the Grant Proposal Guide at [http://www.nsf.gov/publications/pub\\_summ.jsp?ods\\_key=gpg](http://www.nsf.gov/publications/pub_summ.jsp?ods_key=gpg) or a format of your choosing.
7. **A Letter of Reference:** You must have a letter of recommendation from your current graduate/thesis advisor.
  - o If you are not assigned to one advisor, you may substitute your academic advisor or Department Chair.
  - o The reference writer must identify any potential conflicts-of-interest, e.g. personal and/or family relationship with the applicant.
  - o Do not use your proposed foreign host as the writer of a letter of reference.
  - o Your reference-letter writer must submit the letter using FastLane (See "Add/Delete Letter of Reference Writers" section in your FastLane application).
  - o You must list the person's name in FastLane before your reference can submit a letter.
  - o You are responsible for assuring that your reference uses FastLane to submit the letter by the application deadline.
  - o If the letter is not received in FastLane by the deadline, the application **will be returned without review**.
8. **Supplementary Documents:** **ONLY** the following supplementary documents are to be submitted electronically via FastLane as part of the application. Please submit them in the following order:
  - o Proof of Current Enrollment: A statement from your advisor, the registrar's office, Dean, or Department Chair attesting to your current enrollment in the graduate program. Email statements with their original headings including senders' email addresses and dates are acceptable.
  - o Letters of invitation or acceptance (email is sufficient) from the potential host researcher. The host letters must indicate that the host has read your proposal and agrees to host you for the proposed project, what benefits will accrue to the host's research, and what facilities and resources will be made available to you for the summer.
  - o Include a description of how you made contact with the proposed host and established mutual commitment to the project. You may use a summary of your contacts or include copies of emails you exchanged with the proposed host. Keep this section brief by not including manuscripts you may have exchanged.
  - o IRB Approval (if applicable): If your proposal involves human subjects, include Institutional Review Board (IRB) Approval or Exemption information from your home or host institution. Otherwise address how you will obtain approval in the project description.
  - o Vertebrate Animals Statement (if applicable): Upload Institutional Animal Care and Use Committee (IACUC) approval for your research from your graduate institution or similar approval from the host institution, if available. Otherwise address how you will obtain the approval in the project description.
  - o Data Management Plan, or assertion of the absence of the need for such a plan, per guidance in the GPG.

#### SPECIFIC NOTES REGARDING THE EAPSI SELECTION PROCESS:

1. Following merit review, you will be notified if your application is **tentatively** selected. NSF will then forward applications to the respective foreign co-sponsoring organization for matching/confirming with host researcher(s) listed in your application. Final award decisions are contingent on (1) recommendation by NSF, (2) acceptance by NSF's foreign co-sponsoring organization, and (3) confirmed placement at the foreign host institution. It is possible that an applicant who has been tentatively selected may ultimately be declined.
2. NSF may suggest alternative placement at other locations in rare cases where applicants are not able to be matched with a host or are declined by the foreign co-sponsoring organization.

Proposers are reminded to identify the program solicitation number (NSF 12-498) 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

**Cost Sharing:** Inclusion of voluntary committed cost sharing is prohibited

**Indirect Cost (F&A) Limitations:** There are no indirect costs allowed.

**Other Budgetary Limitations:** Other budgetary limitations apply. See the full text of this solicitation for further details.

**Budget Preparation Instructions:** The proposal budget form is filled in automatically to reflect the amount of the stipend and allowances. Do not alter this form in any way.

## C. Due Dates

---

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

November 08, 2012

Second Thursday in November, Annually Thereafter

## D. FastLane Requirements

---

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

---

Proposals received by NSF are assigned to the appropriate NSF program where they will be reviewed if they meet NSF proposal preparation requirements. Internal NSF reviewers will be selected from the scientists, engineers, and educators serving at NSF by Program Officers charged with the oversight of the review process. 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 judgments.

**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.

**Additional Solicitation Specific Review Criteria**

The review criteria above are for standard NSF proposals. The EAPSI program will also consider the following additional criteria:

- Qualifications of applicant, including potential for continued growth and the probable effect of participation in the Summer Institute on the applicant's graduate training and career goals;
- Justification provided in the application for the selection of the host, including resources and capabilities of the proposed host institution(s) and researcher(s);



- NSF program priorities and efforts to broaden participation; and
- Merit, complementaries, and expected mutual benefits of the proposed international collaboration.

Applications will be screened for compliance with the requirements in this program solicitation; non-compliant applications will be returned without review.

Because EAPSI is funded and managed in partnership with counterpart agencies in other countries, final selection of participants is dependent on mutual agreement between NSF and the counterparts. Thus, it is possible that an applicant who has been tentatively selected based on merit review may ultimately be declined.

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.

---

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

Proposals submitted in response to this program solicitation will be reviewed by Internal NSF Review.

Applications are reviewed internally per OISE's internal review procedures established December, 2011.

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**

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

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**

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).

**Special Award Conditions:** The National Science Foundation claims no rights to any inventions or writings that might result from its fellowship or traineeship grants. However, fellows and trainees should be aware that the NSF, another Federal agency, or some private party may acquire such rights through other support for particular research. Also, fellows and trainees should note their obligation to include an Acknowledgment and Disclaimer in any publication.

## C. Reporting Requirements

---

For all EAPSI awards, participants are required to submit a final project report to the EAPSI Program Office by December 1 of the year in which they participated in the EAPSI program. This reporting requirement is in addition to any established by the participant's foreign co-sponsoring organization.

Failure to provide the required report to NSF will impact any future requests for funding 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 the NSF report. The report will 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.

The co-sponsoring organizations in Australia, China, Japan, Korea, New Zealand, Singapore and Taiwan have independent reporting requirements and deadlines. EAPSI participants are expected to comply with the guidelines of foreign co-sponsoring organizations, in addition to those of NSF.

EAPSI program staff may request at a future date that EAPSI participants provide evaluations of their experience.

## VIII. AGENCY CONTACTS

---

*Please note that the program contact information is current at the time of publishing. See program website for any updates to the points of contact.*

General inquiries regarding this program should be made to:

- Carter Kimsey, Program Manager, telephone: (703) 292-7170, email: [oise-eapsi@nsf.gov](mailto:oise-eapsi@nsf.gov)
- Elena R. Hillenburg, Program Specialist, telephone: (703) 292-2993, email: [oise-eapsi@nsf.gov](mailto:oise-eapsi@nsf.gov)

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).

## IX. OTHER INFORMATION

---

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

---

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 55,000 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 Arctic 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

## PRIVACY ACT AND PUBLIC BURDEN STATEMENTS

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

[Policies and Important Links](#) | [Privacy](#) | [FOIA](#) | [Help](#) | [Contact NSF](#) | [Contact Web Master](#) | [SiteMap](#)



The National Science Foundation, 4201 Wilson Boulevard, Arlington, Virginia 22230, USA  
Tel: (703) 292-5111, FIRS: (800) 877-8339 | TDD: (800) 281-8749

Last Updated:  
11/07/06  
[Text Only](#)