McCormick

Northwestern Engineering

# Life in the FastLane: An NSF Overview for NIH Administrators

FastLane
www.fastlane.nsf.gov

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Biomedical Engineering Department

McCormick School of Engineering & Applied Science

NCURA Region IV Spring Meeting, April 2013

# Goals

- Identify major differences between NIH & NSF
- Avoid major pitfalls and misconceptions
- Head in the right direction & ask better questions
- Know where to find guidance & how to use it
- Be prepared to help on a “Co-PI” basis

# Agenda

- What is NSF and why should I care?
- FastLane access, functions, and use
- Proposal guidelines and policies
- Budget considerations
- Just-in-Time procedures
- Award and post-award features
- Questions and References

# What is NSF and why should I care?

What NSF Is

- Major federal funder of all non-medical research
- Annual budget of about $7 billion
- 7 directorates (plus other offices)
- Extramural funding only
- Intellectual merit and broader impacts

# What is NSF and why should I care?

What NSF Funds

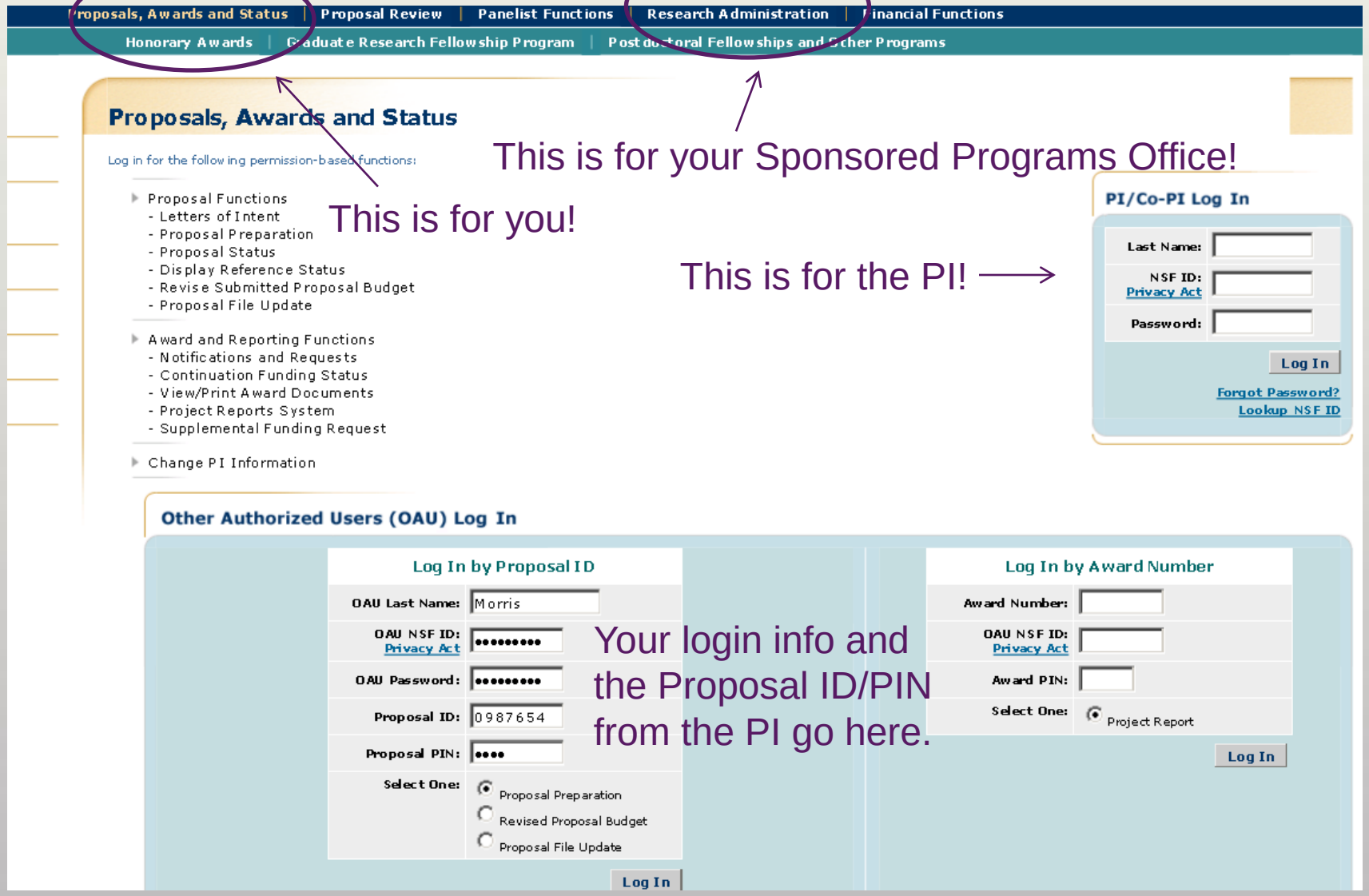
- Basic science
- Transformative research
- Education (pre-K -> grad school and beyond)
- Instrumentation and construction
- Research centers
- Rapid-response projects

# FastLane access, functions, and use

FastLane Access

- All PIs and Co-PIs need FastLane accounts
- Contact your central office to get an admin account (“Other Authorized User”/OAU”)
- Administrator access via proposal PIN
- PI must grant view/edit/submit access to SPO
- FastLane Help is amazing

# FastLane Login

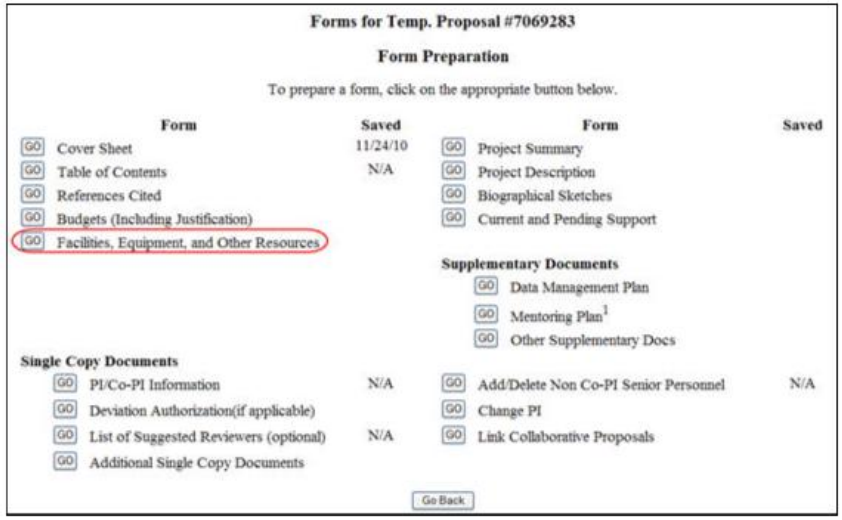


# FastLane Help

- Capabilities of resource
- Capacities
- Proximity
- Availability

## Work on Facilities, Equipment, and Other Resources

1. Access the **Form Preparation** screen (Figure 1) (see Create a New Proposal, Edit a Proposal, or Create a New Proposal from a Template).



**Forms for Temp. Proposal #7069283**

**Form Preparation**

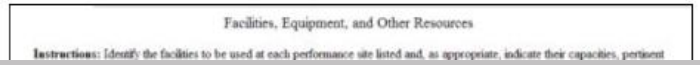
To prepare a form, click on the appropriate button below.

| Form | Saved | Form | Saved |
|---|---|---|---|
| GO Cover Sheet | 11/24/10 | GO Project Summary | |
| GO Table of Contents | N/A | GO Project Description | |
| GO References Cited | | GO Biographical Sketches | |
| GO Budgets (Including Justification) | | GO Current and Pending Support | |
| GO Facilities, Equipment, and Other Resources | | **Supplementary Documents** | |
| | | GO Data Management Plan | |
| | | GO Mentoring Plan[1] | |
| | | GO Other Supplementary Docs | |
| **Single Copy Documents** | | | |
| GO PI/Co-PI Information | N/A | GO Add/Delete Non Co-PI Senior Personnel | N/A |
| GO Deviation Authorization(if applicable) | | GO Change PI | |
| GO List of Suggested Reviewers (optional) | N/A | GO Link Collaborative Proposals | |
| GO Additional Single Copy Documents | | | |

Go Back

**Figure 1 Form Preparation screen. The Go button for Facilities, Equipment, and Other Resources is circled.**

2. Click the **Go** button for Facilities, Equipment, and Other Resources (Figure 1). The **Facilities, Equipment, and Other Resources** screen displays (Figure 2).

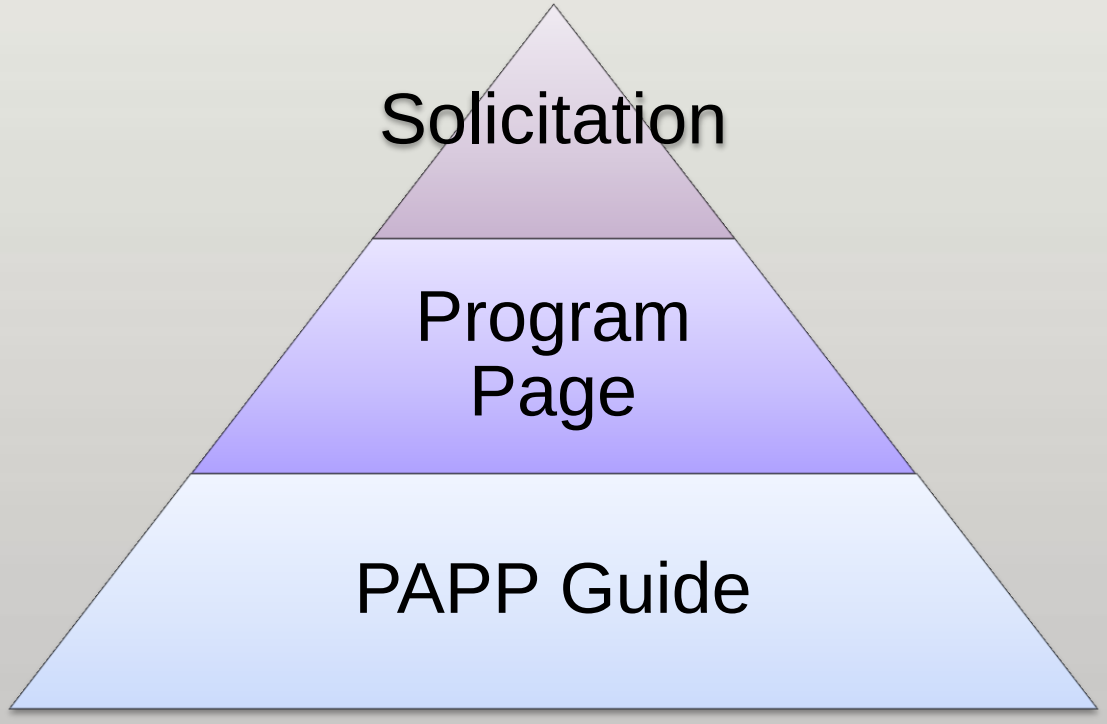


Facilities, Equipment, and Other Resources

**Instructions:** Identify the facilities to be used at each performance site listed and, as appropriate, indicate their capacities, pertinent

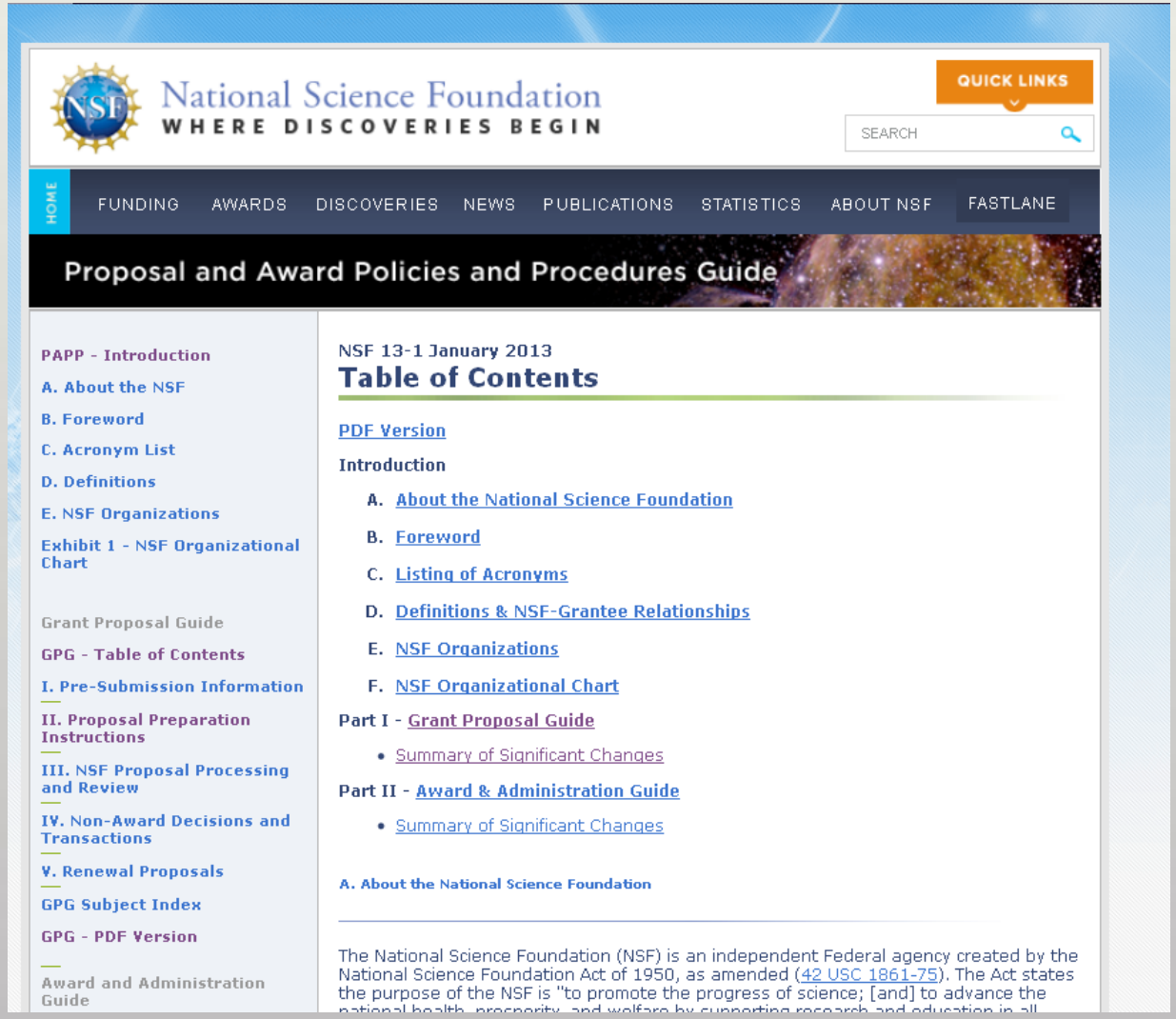
# Proposals

Getting Started: Solicitations and Guidelines




- Keep an eye out for pre-proposals, mandatory LOIs, and limited competitions

# PAPP Guide/GPG

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# Program Page

Funding

Find Funding
A-Z Index of Funding Opportunities
Recent Funding Opportunities
Upcoming Due Dates
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Interdisciplinary Research
How to Prepare Your Proposal
About Funding

Proposals and Awards

Proposal and Award Policies and Procedures Guide
Introduction
Proposal Preparation and Submission
• Grant Proposal Guide
• Grants.gov Application Guide
Award and Administration
• Award and Administration Guide
Award Conditions
Other Types of Proposals
Merit Review
NSF Outreach
Policy Office

Email Print Share

NSF-wide

## ADVANCE: Increasing the Participation and Advancement of Women in Academic Science and Engineering Careers (ADVANCE) N

### ADVANCE Program Information

Additional information about this NSF-wide program including information about ADVANCE awards, ADVANCE Implementation Committee members, and products, tools, and resources can be found here.

### CONTACTS

| Name | Email | Phone | Room |
|---|---|---|---|
| Kelly Mack | kmack@nsf.gov | (703) 292-8575 | 815N |
| Amy Rogers | arogers@nsf.gov | (703) 292-5178 | 812N |
| Patricia Simms | psimms@nsf.gov | (703)292-7869 | 815N |

### PROGRAM GUIDELINES

Solicitation 12-584

### DUE DATES

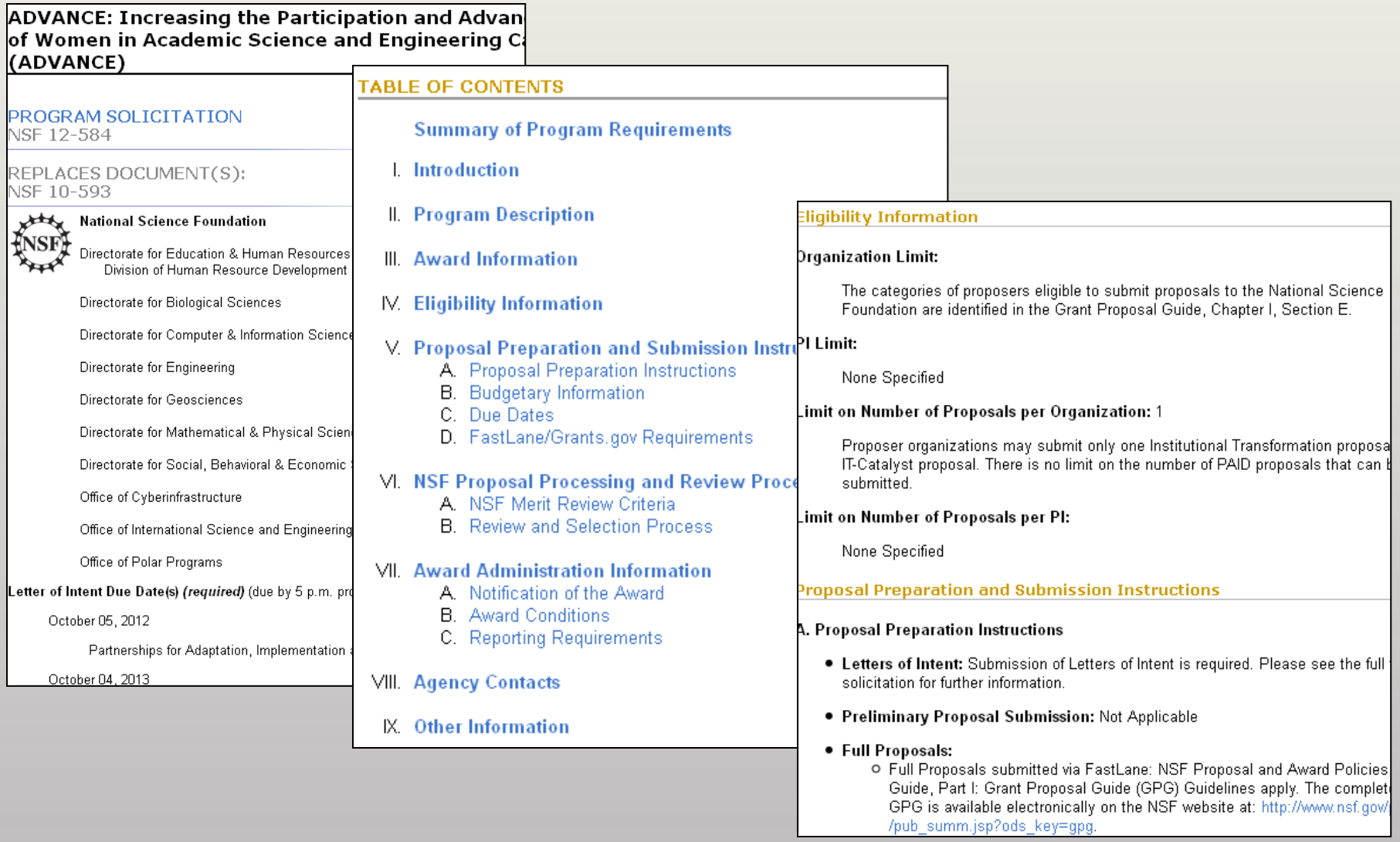
Letter of Intent Deadline Date: October 5, 2012
Partnerships for Adaptation, Implementation and Dissemination (PAID)

Full Proposal Deadline Date: November 8, 2012
Partnerships for Adaptation, Implementation and Dissemination (PAID)

### SYNOPSIS

For many decades, an increasing number of women have obtained STEM doctoral degrees, however, women, particularly women of color, continue to be significantly underrepresented in almost all STEM academic positions. While the degree of underrepresentation varies among STEM disciplines, women's advancement to senior professorial ranks and leadership roles is an issue in all fields. The underrepresentation of women is also a critical issue for the nation, at large, as its need to develop a globally

# Solicitation



ADVANCE: Increasing the Participation and Advan
of Women in Academic Science and Engineering C
(ADVANCE)

PROGRAM SOLICITATION
NSF 12-584

REPLACES DOCUMENT(S):
NSF 10-593

National Science Foundation

Directorate for Education & Human Resources
Division of Human Resource Development

Directorate for Biological Sciences

Directorate for Computer & Information Science

Directorate for Engineering

Directorate for Geosciences

Directorate for Mathematical & Physical Scien

Directorate for Social, Behavioral & Economic

Office of Cyberinfrastructure

Office of International Science and Engineering

Office of Polar Programs

Letter of Intent Due Date(s) *(required)* (due by 5 p.m. pr

October 05, 2012

Partnerships for Adaptation, Implementation

October 04, 2013

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III. Award Information

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- C. Due Dates
- D. FastLane/Grants.gov Requirements

VI. NSF Proposal Processing and Review Proce
- 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


Eligibility Information

Organization Limit:

The categories of proposers eligible to submit proposals to the National Science Foundation are identified in the Grant Proposal Guide, Chapter I, Section E.

PI Limit:

None Specified

Limit on Number of Proposals per Organization: 1

Proposer organizations may submit only one Institutional Transformation proposa
IT-Catalyst proposal. There is no limit on the number of PAID proposals that can b
submitted.

Limit on Number of Proposals per PI:

None Specified

Proposal Preparation and Submission Instructions

A. Proposal Preparation Instructions

- **Letters of Intent:** Submission of Letters of Intent is required. Please see the full
solicitation for further information.
- **Preliminary Proposal Submission:** Not Applicable
- **Full Proposals:**
  - Full Proposals submitted via FastLane: NSF Proposal and Award Policies
Guide, Part I: Grant Proposal Guide (GPG) Guidelines apply. The complet
GPG is available electronically on the NSF website at: http://www.nsf.gov/
/pub_summ.jsp?ods_key=gpg.

# Proposals

Proposal Entry and Guidelines, General

- Minimal data entry
- Budget copies and auto-calculates
- FastLane will convert documents to pdf
- Use “Print” option to preview assembled proposal

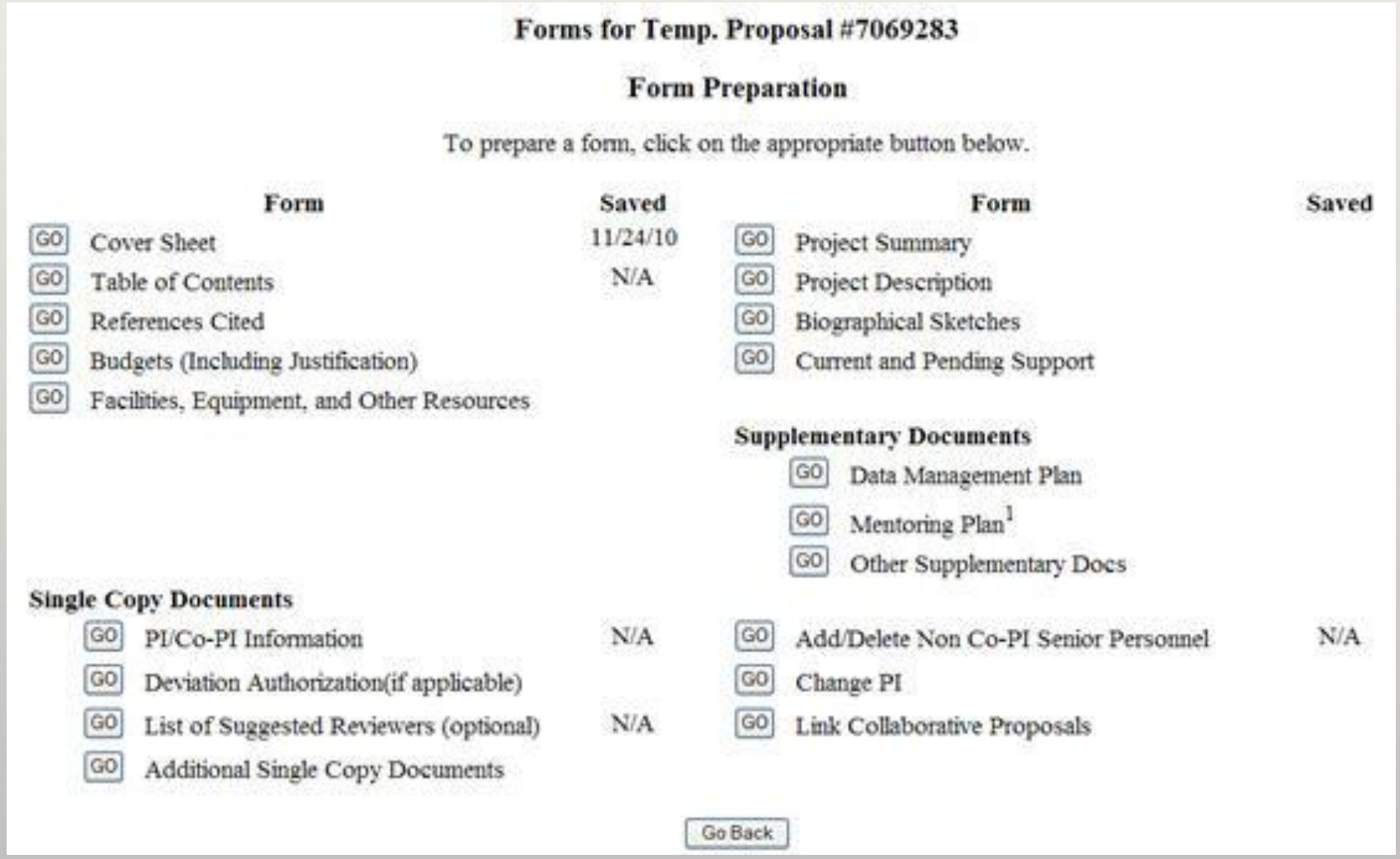
Note: Option to use Grants.gov exists. Usually only exercised if your institution has S2S capability.

# Proposals

Proposal Entry and Guidelines, Specific

- Pagination required (no automatic headers)
- 1-inch margins
- Two-page bio sketch in special format
- Current/pending support with proposal
- Postdoctoral mentoring plan
- Results From Prior NSF Support

# Proposals



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| GO Facilities, Equipment, and Other Resources | | | |

**Supplementary Documents**

GO Data Management Plan

GO Mentoring Plan[1]

GO Other Supplementary Docs

**Single Copy Documents**

| | | | |
|---|---|---|---|
| GO PI/Co-PI Information | N/A | GO Add/Delete Non Co-PI Senior Personnel | N/A |
| GO Deviation Authorization(if applicable) | | GO Change PI | |
| GO List of Suggested Reviewers (optional) | N/A | GO Link Collaborative Proposals | |
| GO Additional Single Copy Documents | | | |

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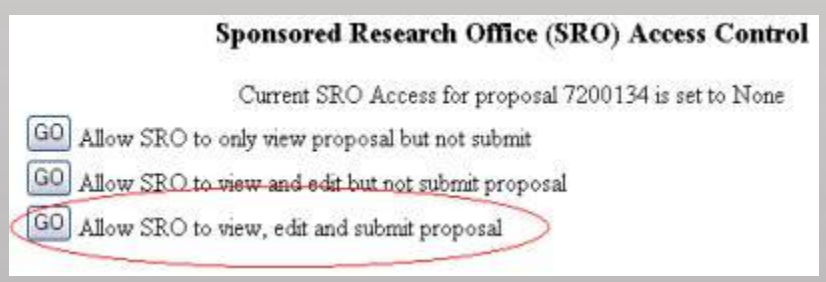
# Proposals

## Proposal Review and Routing

- SRO review contingent upon access from PI
- Simultaneous PI/admin/SRO editing possible
- Very fast system processing
- Proposal File Updates for error correction



# Budget

- Salary cap: 2 months per year (no rate limit)
- Total cost limits (vs. direct cost)
- Subaward or collaborative institution included
- Cost-sharing: mandatory or prohibited

# Just-in-Time

- PI can check FastLane for status
- “JIT” does not actually exist
- May not need any JIT at all
- No C&P updates
- Handled without SPO, unless…
- Revised budget requires formal submission

# Award Management

- Annual awards vs. up-front funding
- Typically RTC terms
- Likely no central/department administrator involvement in annual reporting
- NSF will hold up funding for missing reports

# Award Letter Example

Award Date: September 1, 2011
Award No. CBET-1133244
Proposal No. CBET-1133244

Ms. Susan G. Ross
Director, OSR, Evanston
Northwestern University
633 Clark Street
Evanston, IL 60208-1110

Dear Ms. Ross:

The National Science Foundation hereby awards a grant of $85,744 to Northwestern U
the project described in the proposal referenced above .

This project, entitled "US-Poland Workshop: Interfacial Phenomena at the Nanoscale:
Poznan, Poland, June 19-23, 2012," is under the direction of
Igal G. Szleifer.

This award is effective September 15, 2011 and expires August 31, 2013.

This grant is awarded pursuant to the authority of the National Science Foundation Ac
U.S.C. 1861-75) and is subject to Research Terms and Conditions (RTC, dated July 1, 2

# Questions?

# References

**PAPP Guide**: http://www.nsf.gov/pubs/policydocs/pappguide/nsf13001/

→ Includes Grant Proposal Guide and Award and Administration Guide

**FastLane Proposal Login**: https://www.fastlane.nsf.gov/jsp/homepage/proposals.jsp

**Organizational List:** http://www.nsf.gov/staff/orglist.jsp

→ Includes Directorates, Divisions, and Administrative Offices

**FastLane Help:**
https://www.fastlane.nsf.gov/NSFHelp/flashhelp/fastlane/FastLane_Help/fastlane_help.htm

**NU Library Data Management Plan Tool:** http://www.library.northwestern.edu/dmp

**DMPTool (if your institution participates):** https://dmp.cdlib.org/

**UCLA's FastLane Walk-Through (text only):**
http://www.research.ucla.edu/ocga/sr2/work_train/fastlane_indexb.htm

**My contact information:**

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