TIGER TIPS
RESOURCES FOR AUBURN RESEARCHERS
Breaking News from NSF

The National Science Foundation (NSF) has recently released two important announcements related to proposal development and submission. The following is an overview of both announcements as well as links to additional information and resources.

NSF-approved Biographical Sketch Format

The National Science Foundation (NSF) has designated the National Institutes of Health's SciENcv (Science Experts Network Curriculum Vitae) as an NSF-approved format for submission of biographical sketch(es) and is encouraging its use to prepare a biographical sketch for inclusion in proposals to NSF.

In accordance with the current *Proposal & Award Policies & Procedures Guide* (PAPPG) (NSF 19-1), a biographical sketch (limited to two pages) is required for each individual identified as senior personnel on a proposal, and a separate biographical sketch PDF file, or other NSF-approved format, must be uploaded in FastLane for each designated individual (see PAPPG Chapter II.C.2.f.). The biographical sketch and file format requirements also apply to NSF proposals submitted through Research.gov and Grants.gov.

Use of an NSF-approved format aims to reduce administrative burden and improve efficiencies by providing proposers with a compliant and reusable way to maintain this information for subsequent proposal submissions to NSF, while also ensuring that the information is submitted in a searchable composition.

Beginning with the next iteration of the PAPPG (anticipated effective date, January 2020), NSF will only accept PDFs for biographical sketches that are generated through use of an NSF-approved format. A description of NSF-approved format(s) will be posted on the NSF website when the PAPPG is issued. A draft version of the PAPPG was published in the Federal Register for public comment. The deadline for submission of comments is COB July 29, 2019.

Multiple training resources are available on the SciENcv website. The following website resources may be of assistance to proposers preparing a biographical sketch using the SciENcv format:

- SciENcv Background
- YouTube Video: SciENcv Tutorial
- YouTube Video: Integrating with ORCID
- SciENcv Help

Support for Collaborative Proposals with Subawards Now Available in Research.gov

As of June 24, 2019, faculty can now prepare and submit full, research collaborative proposals with subawards in Research.gov. This is in addition to the existing capability (since April 2018) to prepare and submit full, research non-collaborative proposals in Research.gov. Since that initial release just over a year ago, NSF has implemented several enhancements to the site, including additional flexibilities for PDF uploads, support for PDFs generated from LaTeX source documents, and compliance checks for fonts and font sizes. **Future enhancements to the Research.gov proposal system will allow the preparation and submission of separately submitted collaborative proposals from multiple organizations.**

The Research.gov proposal system is easier to use than Fastlane and provides proposers with faster document uploads and the ability to quickly create and update documents.

Also, as of June 24, 2019, a new email notification functionality was implemented to generate Sponsored Project Office (SPO)/Authorized Organizational Representative (AOR) email notifications when Principal Investigators (PIs) enable proposal access to SPOs/AORs.

Preparing and Submitting Proposals in Research.gov

Here's some of the current Research.gov features:

- Integrated compliance checks for fonts, margins, and line spacing;
- Real-time compliance feedback and alerts, so proposers know a proposal section is compliant before moving on to another section;
- Specific checks on the budget screens and for Collaborators and Other Affiliations (COA) uploads;
- A few seconds to upload documents versus 30-90 seconds for each document upload in FastLane; and
- Embedded relevant sections of the *Proposal & Award Policies & Procedures Guide* (PAPPG) and video job aids, so proposers don't have to go to multiple sites to access guidance and tools.

Initiating a Proposal in Research.gov

By answering a few questions in the five-step proposal wizard, Research.gov customizes the set-up process and compliance rules for the proposal being created. In addition, the proposal wizard dynamically drives the proposal sections that are required on subsequent screens.

If you have not done so already, you are encouraged to initiate a proposal in Research.gov by following the steps outlined below:

- Open Research.gov and click "Sign In" located at the top right of the screen;
- Enter your NSF ID and password and click "Sign In;"

- From the [Research.gov]() "My Desktop" page, click "*New*! Prepare Proposals (Limited proposal types)" in the "Prepare & Submit Proposals tile" **or** go to this option from the top navigation bar by selecting the "Prepare & Submit Proposals" tab and clicking on "*New*! Prepare Proposals (Limited proposal types);"
- Select the "Prepare Proposal" option in the "Prepare New Proposal" tile on the left side of the Proposal Preparation page; and
- Follow the five-step proposal wizard to set up the proposal.

After completing the initiation steps, you are ready to complete all required and optional sections of your proposal and then submit it to NSF.

Submitting Feedback

NSF wants to hear from you! To submit feedback about the new [Research.gov]() Proposal Preparation and Submission Site:

- Go to the [Research.gov Feedback]() page;
- Choose "Other" under the Site Area dropdown menu;
- Include your feedback in the Comments or Suggestions field; and
- Click Submit when you are ready to send your feedback to NSF.

Training Resources and Additional Information

- [Research.gov About Proposal Preparation and Submission webpage]() – This webpage includes links to FAQs and video job aids (*[Initiating a Proposal](), [How to Manage Personnel & Senior Personnel Documents](), [How to Work on a Proposal Budget](), [How to Upload a Collaborators and Other Affiliations Document]()*, and *[How to Submit a Research Proposal in Research.gov]()*). Note: If a video does not automatically play in your browser, please try viewing the video using a different browser.
- [Automated Proposal Compliance Checks for Proposals Submitted via Research.gov]() – This checklist presents all of the current [Research.gov]() automated proposal compliance checks, together with the associated non-compliant errors or warnings.
- Additional information about proposal preparation and submission in [Research.gov](), including FAQs, is available on the [Electronic Research Administration (ERA) Forum website]().