NATIONAL SCIENCE FOUNDATION

OPAFS FORUM, SEPT 29, 2015
Agenda

NSF Overview

NSF Pre-Award
  ◦ Budget Preparation Tips and Tricks
  ◦ Fastlane Submission
  ◦ Rebudgeting Requests
  ◦ Submission of Progress and other reports

NSF Post-Award
  ◦ Fund Set-up and Allocations
  ◦ Pre-award spending and Drawdowns
  ◦ Compliance
  ◦ Final Financial Report
  ◦ Special Programs
Who is NSF?

An independent federal agency created by Congress in 1950

With an Annual budget of $7.2 Billion (FY2014), they fund approx. 24% of all federally supported basic research conducted in America’s colleges and universities.

NSF is the only federal agency whose mission includes support for all fields of fundamental science and engineering, except for medical sciences.
NSF Awards by VC Area

- 194 ACADEMIC AFF
- 25 HEALTH SCIENCES
- 450 MARINE SCIENCES
NSF Proposal & Award Process & Timeline
NSF Funding Opportunities

NSF
http://www.nsf.gov/funding/

Grants.gov
http://www.grants.gov/web/grants/home.html
(Browse by agency)

NSF ListServ

Welcome spastell@ucsd.edu

Subscriber Preferences

Subscriptions | Preferences | Questions

Subscriptions
You are subscribed to the following topics:

<table>
<thead>
<tr>
<th>Topic</th>
<th>Check to Delete</th>
</tr>
</thead>
<tbody>
<tr>
<td>All NSF Program Announcements and Information</td>
<td></td>
</tr>
<tr>
<td>Forms - All NSF Forms</td>
<td></td>
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<tr>
<td>News - All NSF News</td>
<td></td>
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<tr>
<td>Policies and Procedures - All NSF Policies and Procedures</td>
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<tr>
<td>Publications - All NSF Publications</td>
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<tr>
<td>Solicitations that Limit the Number of Proposals an Organization Can Submit</td>
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</tbody>
</table>
Other Funding Mechanisms - RAPID

Grants for Rapid Response Research (RAPID) The RAPID funding mechanism is used for proposals having a severe urgency with regard to availability of, or access to data, facilities or specialized equipment, including quick-response research on natural or anthropogenic disasters and similar unanticipated events.

NSF 15-006

Dear Colleague Letter on the Ebola Virus

October 16, 2014

Dear Colleague,

In light of the recent emergence of the lethal Ebola virus in the US, the National Science Foundation (NSF) is accepting proposals to conduct non-medical, non-clinical care research that can be used immediately to better understand how to model and understand the spread of Ebola, educate about prophylactic behaviors, and encourage the development of products, processes, and learning that can address this global challenge.

I invite researchers to use the Rapid Response Research (RAPID) funding mechanism, which allows NSF to receive and review proposals having a severe urgency with regard to availability of, or access to data, facilities or specialized equipment, as well as quick-response research on natural or anthropogenic disasters and similar unanticipated events.

Complete guidance on submitting a RAPID proposal may be found here:

Sincerely,

Dr. France A. Cordova
Director
Cyberlearning and Future Learning Technologies
(Cyberlearning)

PROGRAM SOLICITATION
NSF 14-526

REPLACES DOCUMENT(S):
NSF 11-587

National Science Foundation
Directorate for Computer & Information Science & Engineering
Directorate for Education & Human Resources
Directorate for Social, Behavioral & Economic Sciences
Directorate for Engineering

Letter of Intent Due Date(s) (required) (due by 5 p.m. proposer's local time):
   May 12, 2014
   Second Monday in May, Annually Thereafter
   Letter of Intent: Integration (INT) Projects only

Full Proposal Deadline(s) (due by 5 p.m. proposer's local time):
   March 18, 2014
   Exploration Projects (EXP)
   March 24, 2014
   Development and Implementation Projects (DIPs)
   July 14, 2014
   Second Monday in July, Annually Thereafter
   Integration Projects (INTs)

Full Proposal Target Date(s):
   March 28, 2014
   Last Friday in March, Annually Thereafter
   Capacity-Building Projects (CAPs)
PROGRAM SOLICITATION
NSF 14-597

REPLACES DOCUMENT(S):
NSF 13-581

National Science Foundation
Directorate for Computer & Information Science & Engineering
Division of Computer and Network Systems

Submission Window Date(s) (due by 5 p.m. proposer’s local time):

October 27, 2014 - November 10, 2014
   MEDIUM Projects
November 12, 2014 - November 20, 2014
   LARGE Projects
January 02, 2015 - January 14, 2015
January 2 - January 14, Annually Thereafter
   SMALL Projects
September 02, 2015 - September 21, 2015
September 2 - September 19, Annually Thereafter
   MEDIUM Projects
November 04, 2015 - November 19, 2015
November 4 - November 19, Annually Thereafter
   LARGE Projects
Other Funding Mechanisms - EAGER

EArly-concept Grants for Exploratory Research (EAGER) The EAGER funding mechanism may be used to support exploratory work in its early stages on untested, but potentially transformative, research ideas or approaches. This work may be considered especially "high risk-high payoff" in the sense that it, for example, involves radically different approaches, applies new expertise, or engages novel disciplinary or interdisciplinary perspectives.
FASTLANE

NSF Proposals are submitted through FastLane

To register for FastLane, contact your OCGA Analyst
Getting Help

FastLane is an interactive real-time system used to conduct NSF business over the Internet. FastLane is for official NSF use only. More About FastLane.

Quick Links
- Help for Proposal Preparation
- Frequently Asked Questions About FastLane Proposal Preparation
- Grant Proposal Guide
- Deadlines and Target Dates
- Change Password
- Lookup NSF ID

Proposals, Awards and Status
Log in for the following permission-based functions:
- Proposal Functions
  - Letters of Intent
  - Proposal Preparation
  - Proposal Status
  - Display Reference Status

Welcome to the FastLane Help System

Note: Click here for the 508-compliant version of the FastLane Help System.

All help for FastLane users is now located in the new FastLane Help System. This system replaces the FastLane Help Page, and a click on the FastLane Help link on the top of your screen takes you to the FastLane Help System. Previously, FastLane users entered the help system through a link on the FastLane Help Page.

Inside FastLane's applications, links to help topics now go directly to the relevant topic in the FastLane Help System.

All other links and help topics on the old FastLane Help Page are fully incorporated into the new FastLane Help System. The new help system contains quick links to the Grant Proposal Guide, the Award & Administration Guide, News and Updates, and to any help on the old FastLane Help Page that takes the user outside the FastLane System.

The purpose of this change is to enable you to find the specific help you need—fast!

You can search the entire FastLane Help System to quickly locate the help topic that you need. You can also find relevant help topics through the system-wide Table of Contents or by searching for a keyword in the system-wide Index.

We will continually update the FastLane Help System in step with changes to FastLane applications.
Principal Investigator (PI)/Co-Principal Investigator (Co-PI) Management

What Do You Want To Work On?

- Proposal Functions
- Award And Reporting Functions
- Change PI Information
- Research.gov Functions
Principal Investigator (PI)/Co-Principal Investigator (Co-PI) Management

Proposal Functions

- Letters of Intent
- Proposal Preparation
- Proposal Status
- Revise Submitted Proposal Budget
- Proposal File Update
- Research.gov Functions

Go Back
## Important Proposal Preparation Information

FastLane will check for required sections of the full proposal, in accordance with the *Grant Proposal Guide* (GPG) instructions described in Chapter II.C.2. The GPG requires submission of: Project Summary, Project Description, References Cited, Biographical Sketches, Budget, Budget Justification, Current and Pending Support, Facilities, Equipment & Other Resources, Data Management Plan, and Postdoctoral Mentoring Plan, if applicable. If a required section is missing, **FastLane will not accept the full proposal**.

Note that for conference/symposium/workshop, international travel grant proposals, or program solicitations, submission instructions may deviate from the GPG instructions. If the submission instructions do not require a section to be provided, insert text or upload a document in that section of the proposal that states, "Not Applicable." Doing so will enable FastLane to accept your proposal.

## Forms for Temp. Proposal #7478820

**Structural features of the dynamic interfaces in fatty acid biosynthesis**

### Form Preparation

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

<table>
<thead>
<tr>
<th>Form</th>
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</thead>
<tbody>
<tr>
<td>Cover Sheet</td>
<td>11/12/14</td>
<td>Project Summary</td>
<td>11/06/14</td>
</tr>
<tr>
<td>Table of Contents</td>
<td>N/A</td>
<td>Project Description</td>
<td>11/12/14</td>
</tr>
<tr>
<td>References Cited</td>
<td>11/12/14</td>
<td>Biographical Sketches</td>
<td>11/06/14</td>
</tr>
<tr>
<td>Budgets (Including Justification)</td>
<td>11/12/14</td>
<td>Current and Pending Support</td>
<td>11/06/14</td>
</tr>
<tr>
<td>Facilities, Equipment, and Other Resources</td>
<td>11/06/14</td>
<td>Proposal Classification</td>
<td>11/06/14</td>
</tr>
</tbody>
</table>

### Supplementary Documents

- Data Management Plan [GO] 11/06/14
- Mentoring Plan 1
- Project Summary with Special Characters
- Other Supplementary Docs

### Single Copy Documents

- PI/Co-PI Information [GO] N/A
- Deviation Authorization (if applicable) [GO] Change PI
- List of Suggested Reviewers (optional) [GO] Link Collaborative Proposals
- Additional Single Copy Documents [GO] Performer/Awardee Organization Selection [GO] N/A
Project Description

NEW! File uploads no longer have to be in PDF format!

In addition to PDF files, users can now upload a variety of word-processor files and PostScript files. These files will automatically be converted to PDF format.

Follow this link for a list of Supported file formats (Opens new window).

Follow this link for New Upload Instructions (Opens new window).

Note: Clicking on the Display Current Project Description button will display a PDF document in this window. Once you have reviewed the document, click on the browser's "Back" button to return to this page.

Display Current Project Description

Delete Current Project Description


Enter the name and location of the file to upload or click on the Browse button to select the file to upload

Browse... No file selected.

Upload File

Go Back
Things to remember

• In the program announcement, read the Proposal Preparation Section

• Follow the Grant Proposal Guidelines 14-1; GPG 15-1 effective with proposals due 12/26/14 and after

• The Proposal review will be based on the GPG: Font size, Margin width, Page limits; And the Program Announcement: Title format, specific required sections of the proposal.

• NSF Biosketch

• NSF Review Criteria: Broader Impacts, Intellectual Merit

• FastLane is preferred over Grants.gov. There is no compliance checking. Once submitted, the proposal is accepted into the system.
NSF Proposal & Award Process & Timeline
Principal Investigator (PI)/Co-Principal Investigator (Co-PI) Management

Proposal Functions

- Letters of Intent
- Proposal Preparation
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Go Back
NSF Proposal Status

- Under Review
- Program has recommended the proposal.
- Division Director concurs with the recommendation and approves.
- Division Director Forwards to Div. of Grants and Agreements (DGA)
- DGA received on this date: _____ with an estimated start date of ________ and a duration of ________

*The award process takes about four weeks*
Principal Investigator(PI)/Co-Principal Investigator(Co-PI) Management

Proposal Functions

- Letters of Intent
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Go Back
Principal Investigator (PI)/Co-Principal Investigator (Co-PI) Management

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Principal Investigator (PI)/Co-Principal Investigator (Co-PI) Management

Award and Reporting Functions

- Notifications and Requests
- Continuation Funding Status
- View/Print Award Documents
- Project Reports - Disabled In FastLane, Log In to Research.gov
- Supplemental Funding Request
- Research.gov Functions

Go Back
Principal Investigator (PI)/Co-Principal Investigator (Co-PI) Management

Award and Reporting Functions

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Go Back
Budget Preparation Tips

• Only includes figures at the category level so budget justifications (3 pages only) are important

• Senior personnel are limited to two months salary

• Requests for Administrative Support must be integral and allocable to the project

• Participant Support Costs incur no IDC

• Computing devices must be documented as essential and allocable to the project

• Cost sharing is not allowed unless specifically required by the solicitation (e.g. Major Research Instrumentation (MRI) program, NOYCE)
Budget Preparation Tips

• Subawards must be approved by the OCGA Subaward Team prior to inclusion in the proposal and IDC is applied to only the initial $25k of the subaward estimate

• Multiple Campus Agreements (MCA) should be listed under Other and is excluded from IDC

• The current UCSD negotiated rates for IDC are:
  • 55% (on-campus Research),
  • 26% (off-campus Research), and
  • 43% (Other Sponsored Activities)
  • Unless a specific IDC rate is required by the solicitation
Fastlane Submission

UCSD and SIO are considered separate institutions by NSF unless there are extenuating circumstances. (NSF considers SIO as part of UCSD if solicitation is limited to degree-granting institution.)

SubAwards

- the subawardee institution
- must be selected in the budget module section with budget and justification uploaded for the subawardee
- statement of work must be incorporated into the Project Description
- letter of commitment is not necessary to be uploaded
- *The complete subaward proposal should be maintained in the internal file and utilized should a subaward eventually be issued.*
Fastlane Submission--Collaborations

NSF funds each institution separately

- In collaborator proposals, only the lead institution uploads the Project Summary, Project Description, References Cited, Data Management Plan, Postdoctoral Mentoring Plan, and Supplemental Documents. Both the lead and non-lead include biosketches, budget, budget justification, current and pending, and facilities.
Annual Scientific Reports

Submission of progress reports

- All NSF grants require an annual report due 90 days prior to the anniversary date and a final report due 90 days after the expiration date submitted via Research.gov.
- If a no-cost extension is awarded, the annual report becomes due immediately and overdue on the anniversary date.
- NSF Program Officers cannot process funding or approve no-cost extensions for a PI who is listed as a PI or Co-PI on any other NSF award with an overdue report.
- Project Outcome Reports are due 90 days after the expiration date via Research.gov.
To submit Annual and Final Reports
NSF POST-AWARD
Fund Set-up

Revenue and Accrual
- Revenue Account - 522000
- Index - BFS2000
- Program - 440000
- NSF LOC AR Account - 112625

F&A/Indirect Cost Rate
- Federally Negotiated Rate (Agreement dated May 12, 2010) unless specified by the program
NSF Post-Award: Allocation

**BUDGET ALLOCATION ENTRIES**
- Debit to Revenue [account 5xxxxx] (increase/+)
- Credit to Expense Account(s) [accounts 6xxxxx] (increase/+)
- Credit to IDC [823800](increase/+)

**DRAWDOWNS**
- Letter of Credit (LOC)
- No billing
- Drawdown cash as expenses are charged
Compliance

Uniform Guidance (UG) (effective Dec 26, 2014)

• Updated: Registration Fees collected under NSF sponsored conferences are considered program income (2 CFR § 200.307)
• Updated: Yearly and final cost sharing reports are due for ALL awards, not just those over $500K in cost sharing commitment

Federal Demonstration Partnership (FDP)

• 90 day pre-award spending
• Eliminates most prior approval requirements except when there is change in the PI and scope
• 1st time no cost extension (NCE) – Approved by OCGA
  • 2nd time NCE requires NSF review
• Allows rebudgeting if no change in scope (except PSC & subK)
• Carry forward to subsequent budget period allowed
Compliance

Salary Limitation

- **NSF's PAPPG** limits senior personnel to two months of salary per year from all NSF sources unless specifically budgeted and approved by the NSF.
- If a PI has three active NSF awards, the total number of months for which support may be received may not exceed a total of two months from all three awards, not two months from each of the three awards.
- Any deviation from this practice must be disclosed in the proposal budget, justified in the budget justification and must be specifically approved by NSF in the award notice.
Compliance

OMB Circular A-110 (2 CFR §215.30) contains optional requirements regarding budgetary revisions. NSF elects NOT to impose the following requirements on its grantees:

- prior approval requirements for appropriate transfer between direct and indirect cost categories of the grant budget;
- restrictions in transfers of funds among direct cost categories for grants in which the Federal share exceeds $100,000

If required in furtherance of the project, the grantee is authorized to transfer funds from one budget category to another for allowable expenditure. However, budget changes to the following may require prior NSF approval via Fastlane:

- Reallocation of Funds Budgeted for Participant or Trainee Support Cost
- Adjustments to cost sharing commitments reflected on Line M of the approved NSF budget
• Individual Financial Status Report is not required
• OPAFS uses an internal financial report for reconciliation
• Within 90 days after project end date, Financial Expense Report (FER) due to OPAFS
• Within 120 days after project end date, Final Financial data is submitted by OPAFS Cash Management in the Award Cash Management Service and final drawdown is done
• NSF will closeout the award on 120th day at 11:59 pm - no ability to change the reported or drawn amount
Special Programs & Terms

- PSC – Participant Support Costs
- REU – Research Education for Undergraduates
- RTG – Research Training Grants
- GRS – Graduate Research Supplements
- IGERT – Integrative Graduate Education and Research Traineeship
- GFRP – Graduate Fellowship Research Programs
- Individual Fellowships
- Program Income
NSF PSC – Participant Support Costs

Participant Support Costs are for educational and conference expenditures on behalf of participants or trainees

- Stipends
- Subsistence Allowance
- Travel and Other

Only costs for non-UCSD employees may be included

Excluded from IDC

Includes REU – Research Experiences for Undergraduates

Must be in direct support of participants
NSF REU & GRS – Research Education for Undergraduates & Graduate Research Supplements

- Educational opportunities for undergraduate/graduate students
- Stipends are not intended to reimburse students for services rendered, it is intended for training and experience in research
- OPAFS sets up index with program codes 77xxxx (Undergraduate) and 78xxxx (Graduate)
- Not subject to IDC
- Paid through Financial Aid Office (FAO) Student Aid Management (SAM) system for UCSD students
  - Requires an Aid ID Form submitted to the Scholarship Office for each IFOPAL. Use account 637560 to ensure appropriate IDC calculations
  - Email Becky Obayashi robayashi@ucsd.edu with list the IFOPAL, student name, student ID#, amount per student, and month or date scholarship is to be paid
- Non-UCSD student stipends are issued by submitting a request through MyPayments
NSF Program Income

Program Income

- Gross income earned by the grantee that is directly generated by a supported activity or earned as a result of the award.
- Includes, but is not limited to, income from fees for services performed, and any registration or other fees paid by conference participants or sponsors.

Registration Fees

- Collected under NSF-supported conferences are considered program income.
- In the past: treated as self-supporting activities and non-restricted.
- Awards under Uniform Guidance: record as program income, restricted federal fund subject to all federal and NSF restrictions.
  - Departments work with OCGA and OPAFS to set up a sub fund.
  - OPAFS sets up a sub fund.
  - Money collected will be recorded to revenue index BFS5500 account 550000.
  - Subject to IDC.
  - Any balance must be deallocated.