



General Programmatic Terms and Conditions for Centers of Research Excellence in Science and Technology (CREST) (NSF 08-528)

1. **Key Personnel:** Except for the Principal Investigator(s) (PIs) or Co-PIs identified in this award, requests to make any changes to personnel, organizations, and/or partnerships specifically named in the proposal, that have been approved as part of this award, shall be submitted in writing to the cognizant NSF Program Official for approval prior to any changes taking effect. Requests for prior approval of changes to the PI(s) must be submitted through FastLane for review by the Cognizant NSF Program Officer and approval by an NSF Grants Officer.
2. **Program Description:** The Centers of Research Excellence in Science and Technology (CREST) program makes resources available to significantly enhance the research capabilities of minority-serving institutions through the establishment of centers that effectively integrate education and research. CREST promotes the development of new knowledge, enhancements of the research productivity of individual faculty, and an expanded diverse student presence in STEM disciplines. Center awards are 60-month Cooperative Agreements to support science and technology infrastructure improvements identified by the institution as being critical to its future research and development competitiveness.
3. **Project Governance/Responsibilities:** The Awardee will ensure that an efficient and effective project governing structure is in place throughout the award period to support all critical or significant project activities. The Awardee will ensure efficient and effective carrying out of all project responsibilities by the governing components throughout the award period:
 - CREST Centers shall operate under the direction of a Center Director (Principal Investigator) who shall be responsible to the Awardee for the accomplishment of CREST goals and objectives;
 - An External Advisory Group will provide project oversight and ensure that long-range Center goals and objectives are met and that Center activities are consistent with the plan contained in the NSF approved CREST Center proposal. External advisors shall include representatives from the institutions served by the Center (academic institutions, industry, state and local government agencies, national laboratories, etc.).

- An internal Steering Committee or management committee will assist the Center Director in the implementation of Center activities including project evaluation and assessment. The Steering Committee will include, but not be limited to the Co-Principal Investigators in charge of each research subproject and the Project Manager.
- 4. Reporting Requirements:** The Awardee will provide ad hoc and regular reports as designated by the NSF Cognizant Program Official with content, format, and submission time line established by the NSF Cognizant Program Official. The Awardee will submit all required reports via FastLane using the appropriate reporting category; for any type of report not specifically mentioned in FastLane, the Awardee will use the "Interim Reporting" function to submit reports.
- The Annual Progress Report shall provide specific information including indicators of CREST Center progress reaching specified goals and objectives, implementation of proposed activities and assessment of outcomes.
 - Qualitative portions of the CREST institution's Annual Progress Report shall be submitted via NSF's FastLane system.
 - Quantitative information about the CREST institution's research and education outputs under this Agreement shall be submitted via the CREST data collection system ("CRESTWeb"), a password-protected, Web-based data repository for all sites in the CREST and HBCU-RISE portfolios. Information regarding the access to and use of CRESTWeb will be provided to the Awardee soon after the Agreement begins.
 - An overview of NSF FastLane and CRESTWeb reporting Categories. This information will be provided to the Awardee soon after the Agreement begins.
- 5. Awardee Support of Ongoing Management and Oversight:** The Awardee will ensure full commitment and cooperation among the governing structure components, and all project staff during all ongoing NSF project management and oversight activities. The Awardee will ensure availability of all key institutional partners during any desk or on-site review as well as timely access to all project documentation.
- 6. Site Visits:** A Reverse Site Visit, to be convened at NSF at the Awardee's expense, will be scheduled at an appropriate time approximately half-way through the five-year Agreement (generally between Year 2 and Year 4). Additionally, NSF may request a site visit at any time to investigate activities conducted by the Awardee under the auspices of this Agreement (per 5 above).

7. **Advisory Board Review:** The Awardee will meet at least annually with the External Advisory Board and Internal Steering Committee attached to the project for the purposes of seeking advisement on operational concerns, appropriate direction of the project, and continuing momentum of the project.