

Mathematical Sciences Research Institutes

Program Solicitation

NSF 08-565



National Science Foundation

Directorate for Mathematical & Physical Sciences
Division of Mathematical Sciences

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

February 27, 2009

SUMMARY OF PROGRAM REQUIREMENTS

General Information

Program Title:

Mathematical Sciences Research Institutes

Synopsis of Program:

This program enables large-scale group efforts that involve broad segments of the scientific community. Projects supported by this program must involve the mathematical sciences in a significant way and have the scope to justify the funding, duration, and infrastructure of an institute. The goals of the program include advancing research in the mathematical sciences, increasing the impact of the mathematical sciences in other disciplines, enabling the mathematical sciences to respond to national needs, and expanding the talent base engaged in mathematical research in the United States.

Cognizant Program Officer(s):

- Dean M. Evasius, telephone: (703) 292-8132, email: devasius@nsf.gov
- Joanna Kania-Bartoszyńska, telephone: (703) 292-4881, email: jkaniaba@nsf.gov
- Hans G. Kaper, telephone: (703) 292-4859, email: hkaper@nsf.gov
- Christopher W. Stark, telephone: (703) 292-4869, email: cstark@nsf.gov

Applicable Catalog of Federal Domestic Assistance (CFDA) Number(s):

- 47.049 --- Mathematical and Physical Sciences

Award Information

Anticipated Type of Award: Continuing Grant

Estimated Number of Awards: 4 to 6

Anticipated Funding Amount: \$20,000,000 Up to this amount will be initially available for this activity in FY 2010, subject to availability of funds

Eligibility Information

Organization Limit:

Proposals may only be submitted by the following:

- Non-profit, non-academic organizations: Independent museums, observatories, research labs, professional societies and similar organizations in the U.S. associated with educational or research activities.
- Universities and Colleges: Universities and two- and four-year colleges (including community colleges) located and accredited in the US, acting on behalf of their faculty members. Such organizations also are referred to as academic institutions.

PI Limit:

None Specified

Limit on Number of Proposals per Organization:

None Specified

Limit on Number of Proposals per PI:

None Specified

Proposal Preparation and Submission Instructions

A. Proposal Preparation Instructions

- **Letters of Intent:** Not Applicable
- **Preliminary Proposal Submission:** Not Applicable
- **Full Proposals:**
 - Full Proposals submitted via FastLane: NSF Proposal and Award Policies and Procedures Guide, Part I: Grant Proposal Guide (GPG) Guidelines apply. 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.
 - Full Proposals submitted via Grants.gov: NSF Grants.gov Application Guide: A Guide for the Preparation and Submission of NSF Applications via Grants.gov Guidelines apply (Note: The NSF Grants.gov Application Guide is available on the Grants.gov website and on the NSF website at: <http://www.nsf.gov/bfa/dias/policy/docs/grantsgovguide.pdf>)

B. Budgetary Information

- **Cost Sharing Requirements:** Cost Sharing is not required under this solicitation.
- **Indirect Cost (F&A) Limitations:** Not Applicable
- **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):

February 27, 2009

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.

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I. INTRODUCTION

The Division of Mathematical Sciences (DMS) of the National Science Foundation (NSF) supports a number of research institutes in the mathematical sciences through its Mathematical Sciences Research Institutes program. The goals of this program include advancing research in the mathematical sciences, increasing the impact of the mathematical sciences in other disciplines, enabling the mathematical sciences to respond to national needs, and expanding the talent base engaged in mathematical research in the United States. Institutes have proven to be an effective means of achieving these goals. The program goes back to 1980, when two institutes were established; since then, the portfolio of mathematical sciences research institutes has been expanded as a result of competitions and recompetitions held in 1997, 2001, 2004, and 2006. DMS now supports programs at seven US-based institutes: the American Institute of Mathematics (AIM) in Palo Alto, California; the Institute for Advanced Study (IAS) in Princeton, New Jersey; the Institute for Mathematics and Its Applications

(IMA) in Minneapolis, Minnesota; the Institute for Pure and Applied Mathematics (IPAM) in Los Angeles, California; the Mathematical Biosciences Institute (MBI) in Columbus, Ohio; the Mathematical Sciences Research Institute (MSRI) in Berkeley, California; and the Statistical and Applied Mathematical Sciences Institute (SAMS) in Research Triangle Park, North Carolina. The level of support varies among the institutes, and several institutes have programs other than those supported by DMS.

Mathematical sciences research institutes exemplify large-scale projects that are effective in important ways:

- Institutes advance research in the mathematical sciences, assure that research progress is potentially transformative and timely, and enable rapid and broad dissemination of new ideas;
- Institutes are foci of excellence in the mathematical sciences that reach across the discipline and out to other disciplines;
- Institutes provide the intellectual infrastructure for research collaborations within the mathematical sciences and at the interface of the mathematical sciences and other disciplines;
- Institutes increase the impact of the mathematical sciences in other disciplines by sponsoring interdisciplinary activities;
- Institutes enable synergistic approaches to significant scientific problems;
- Institutes provide opportunities for students and postdoctoral fellows to interact with leading researchers in the mathematical sciences and other disciplines;
- Institutes respond to national needs by providing access to expertise in the mathematical sciences to other government agencies;
- Institutes advance economic competitiveness by supporting the exchange of information with industry and national laboratories;
- Institutes demonstrate leadership in promoting diversity and involvement of underrepresented groups in the mathematical sciences enterprise;
- Institutes provide opportunities for outreach to the education community and the public at large;
- Institutes play an important role in fostering international collaborations.

The mathematical sciences have gone through a period of spectacular growth and excitement. New ideas have been developed within the discipline, some significant long-standing open problems have been solved, and unification has replaced fragmentation as the dominant trend in the discipline. At the same time, the mathematical sciences have been embraced as an enabling technology in many areas of application, from the physical sciences and engineering to the life sciences and finance. The mathematical sciences research institutes have played a transformative role in these developments, and this role is expected to grow even more as the mathematical sciences reach out to new areas of human activity. In anticipation of this increasing role, DMS is soliciting proposals from the community for mathematical sciences research institutes with clearly defined imaginative missions that match the objectives of the DMS Mathematical Sciences Research Institutes program. The Division of Mathematical Sciences encourages prospective applicants to consider the structure of the mathematical sciences research institutes currently supported by the Division and, where appropriate, consider alternative structures that complement the existing ones and increase the potential to further transform the mathematical sciences landscape.

II. PROGRAM DESCRIPTION

The Division of Mathematical Sciences (DMS) of the National Science Foundation (NSF) seeks proposals for mathematical sciences research institutes that will advance research in the mathematical sciences, increase the impact of the mathematical sciences in other disciplines, enable the mathematical sciences to respond to national needs, and expand the talent base engaged in mathematical research in the United States. DMS is particularly interested in proposals that are creative, demonstrate vision, involve the fullest spectrum of the mathematical sciences appropriate to the proposed institute's mission, and increase the potential to transform the mathematical sciences landscape.

The mission and goals of the proposed institute must be clearly defined. The following examples are meant to stimulate the discussion and should NOT be construed as defining this solicitation:

- An institute focused on the advancement of fundamental research in the mathematical sciences. The proposed activities can be entirely within the discipline, or they can emphasize the linkage of the mathematical sciences with other disciplines, or they can do both;
- An institute focused on an emerging area of scientific research or a national need where the mathematical sciences can have a significant impact;
- An institute focused on the interaction of the mathematical sciences with other disciplines, with industry, or with other users of mathematics and statistics;
- An institute focused on discovery and innovation in the mathematical sciences through computational experiments and the use of advanced visualization techniques.

The structure of a proposed institute is unspecified. An institute may have a single location in physical space, or it may have

multiple locations including locations in cyberspace. The Division of Mathematical Sciences encourages prospective applicants to consider the structure of the mathematical sciences research institutes currently supported by the Division and, where appropriate, propose alternative structures that complement the existing ones and increase the potential to transform the mathematical sciences landscape.

The proposal must describe the vision for the proposed institute; the challenges behind this vision; and the rationale for an institute to address these challenges. It must define the mission and goals of the proposed institute; describe how these goals will be achieved, together with appropriate measures to evaluate progress toward these goals; and make a compelling case for the anticipated impact on the mathematical sciences. It must indicate the governance and management structure of the proposed institute; describe the process of generating, evaluating, and selecting the activities of the proposed institute; and give criteria for the selection of participants and the allocation of funds. It must contain a coherent plan reflecting a pro-active approach to diversity; describe how this plan will be implemented; and outline how its outcomes will be measured. It must address the ways in which education and training will be integrated with the research program of the proposed institute; and discuss plans for outreach activities and the dissemination of knowledge generated at the proposed institute.

III. AWARD INFORMATION

Proposals must be written with a five-year plan. If the proposal is for a new institute, the plan must reflect a ramp-up of the institute's activities during Years 1 and 2, with a full complement of activities no later than the beginning of Year 3. Up to six awards will be made depending on the quality of the submissions and the availability of funds. Depending on the budget, a total amount of up to \$20 million may be available in FY 2010 for this activity. Award amounts are expected to range from approximately \$3 million per year to \$5 million per year for up to five years. Any award will be a continuing grant; funds are released annually subject to approval by DMS and the availability of funds. In the third year of the award, DMS will convene an external committee of experts to conduct an in-depth evaluation of the institute's activities. The committee will advise DMS whether the institute's activities warrant a renewal proposal for an additional five-year period subsequent to the current award period, or whether a phase-down plan for the last two years of the current award must be put into effect. A renewal proposal may be funded depending on the results of prior support, always subject to the availability of funds. Institutes will not be funded for more than ten years without going through an open competition.

IV. ELIGIBILITY INFORMATION

Organization Limit:

Proposals may only be submitted by the following:

- Non-profit, non-academic organizations: Independent museums, observatories, research labs, professional societies and similar organizations in the U.S. associated with educational or research activities.
- Universities and Colleges: Universities and two- and four-year colleges (including community colleges) located and accredited in the US, acting on behalf of their faculty members. Such organizations also are referred to as academic institutions.

PI Limit:

None Specified

Limit on Number of Proposals per Organization:

None Specified

Limit on Number of Proposals per PI:

None Specified

Additional Eligibility Info:

Proposals submitted in response to this solicitation will be accepted from colleges, universities, and other nonprofit institutions in the United States. Multi-institutional consortia are permitted, but a single entity must

accept overall management responsibility in dealing with the NSF.

V. PROPOSAL PREPARATION AND SUBMISSION INSTRUCTIONS

A. Proposal Preparation Instructions

Full Proposal Preparation Instructions: Proposers may opt to submit proposals in response to this Program Solicitation via Grants.gov or via the NSF FastLane system.

- Full proposals submitted via FastLane: Proposals submitted in response to this program solicitation should be prepared and submitted in accordance with the general guidelines contained 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. Paper copies of the GPG may be obtained from the NSF Publications Clearinghouse, telephone (703) 292-7827 or by e-mail from pubs@nsf.gov. Proposers are reminded to identify this program solicitation number 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.
- Full proposals submitted via Grants.gov: Proposals submitted in response to this program solicitation via Grants.gov should be prepared and submitted in accordance with the NSF Grants.gov Application Guide: A Guide for the Preparation and Submission of NSF Applications via Grants.gov. The complete text of the NSF Grants.gov Application Guide is available on the Grants.gov website and on the NSF website at: (<http://www.nsf.gov/bfa/dias/policy/docs/grantsgovguide.pdf>). To obtain copies of the Application Guide and Application Forms Package, click on the Apply tab on the Grants.gov site, then click on the Apply Step 1: Download a Grant Application Package and Application Instructions link and enter the funding opportunity number, (the program solicitation number without the NSF prefix) and press the Download Package button. Paper copies of the Grants.gov Application Guide also may be obtained from the NSF Publications Clearinghouse, telephone (703) 292-7827 or by e-mail from pubs@nsf.gov.

In determining which method to utilize in the electronic preparation and submission of the proposal, please note the following:

Collaborative Proposals. All collaborative proposals submitted as separate submissions from multiple organizations must be submitted via the NSF FastLane system. Chapter II, Section D.3 of the Grant Proposal Guide provides additional information on collaborative proposals.

The proposal must conform to the GPG or NSF Grants.gov Application Guide requirements, with the following modifications:

a. Cover Page

Proposers are reminded to identify the program solicitation number, identify the DIVISION OF MATHEMATICAL SCIENCES as the organizational unit and the MATHEMATICAL SCIENCES RESEARCH INSTITUTES as the program to receive the proposal. Compliance with this requirement is critical to determining the relevant proposal processing guidelines. Failure to submit this information may delay processing.

b. Project Description

The project description is subject to page limits, as described below. **These page limits will be strictly enforced. Proposals not adhering to these page limits will be returned without further review.** The Project Description consists of each of the following topics:

- The intellectual focus of the proposed institute; the rationale for the proposed institute, its mission and goals, and its expected impact; and plans for future growth and resource development; results of prior NSF support (if applicable). This section is not to exceed 20 pages total (including results of prior NSF support, up to 5 pages).
- The scientific activities planned for the entire five-year period. Plans for a new institute must reflect a "ramp-up" period of up to two years, with a full complement of activities no later than the beginning of Year 3 of the award. This section is not to exceed 5 pages total.
- The governance and management structure of the proposed institute, including a list of individuals who have agreed to serve as members of a governing board or advisory council; mechanisms for focusing the proposed institute's activities; criteria for selecting participants and allocating funds. This section is not to exceed 5 pages total.

- A plan reflecting the proposed institute's approach to increasing diversity, broadening participation, and encouraging involvement of underrepresented groups; a description how this plan will be implemented; and an outline how its outcomes will be measured. This section is not to exceed 3 pages total.
- The plans for human resource development, including plans for the selection and mentoring of students and postdoctoral fellows and for the selection and involvement of researchers at all career levels. This section is not to exceed 3 pages total.
- The plans for outreach and dissemination of results. This section is not to exceed 2 pages total.
- Measures to evaluate progress toward the proposed institute's goals; a procedure for the quantitative assessment of the impact of the proposed institute's activities. This section is not to exceed 3 pages total.

c. Biographical Sketches

For all key personnel, provide a brief biographical sketch, using the standard format. Do not exceed two pages per person. For each individual, add up to one additional page describing how that individual will contribute to the mission and goals of the proposed institute.

d. Facilities

Include a description of the facilities (including laboratories and computational facilities) that will be made available to the institute.

e. Supplementary Documentation

The following items are the **only** items permitted as supplementary documentation or appendices. Supplementary documentation should be saved and uploaded as a single Portable Document Format (PDF) file.

- A spreadsheet indicating the expenditure of total expected funds for each year and the cumulative total for the five-year period. The spreadsheet may be submitted directly as a PDF file.
- Letters of commitment documenting other support for the proposed project, including commitments for space, faculty, and staff positions, equipment, and access to facilities. These letters may be submitted directly as PDF files. Letters of endorsement and letter of a laudatory nature for the proposed project are not acceptable.
- Documentation of collaborative arrangements of significance to the proposal through letters of commitment may be included. Only letters of commitment will be permitted; "endorsement" letters are not acceptable. These documents may be submitted directly as PDF files.

B. Budgetary Information

Cost Sharing: Cost sharing is not required under this solicitation.

Other Budgetary Limitations:

Award amounts are expected to range from approximately \$3 million/year to \$5 million/year for proposals submitted in response to this solicitation.

C. Due Dates

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

February 27, 2009

D. FastLane/Grants.gov Requirements

- **For Proposals Submitted Via FastLane:**

Detailed technical instructions regarding the technical aspects of preparation and submission via FastLane are available at: <https://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. 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>.

• For Proposals Submitted Via Grants.gov:

Before using Grants.gov for the first time, each organization must register to create an institutional profile. Once registered, the applicant's organization can then apply for any federal grant on the Grants.gov website. The Grants.gov's Grant Community User Guide is a comprehensive reference document that provides technical information about Grants.gov. Proposers can download the User Guide as a Microsoft Word document or as a PDF document. The Grants.gov User Guide is available at: <http://www.grants.gov/CustomerSupport>. In addition, the NSF Grants.gov Application Guide provides additional technical guidance regarding preparation of proposals via Grants.gov. For Grants.gov user support, contact the Grants.gov Contact Center at 1-800-518-4726 or by email: support@grants.gov. The Grants.gov Contact Center answers general technical questions related to the use of Grants.gov. Specific questions related to this program solicitation should be referred to the NSF program staff contact(s) listed in Section VIII of this solicitation.

Submitting the Proposal: Once all documents have been completed, the Authorized Organizational Representative (AOR) must submit the application to Grants.gov and verify the desired funding opportunity and agency to which the application is submitted. The AOR must then sign and submit the application to Grants.gov. The completed application will be transferred to the NSF FastLane system for further processing.

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. All proposals are carefully reviewed by a scientist, engineer, or educator serving as an NSF Program Officer, and usually by three to ten other persons outside NSF who are experts in the particular fields represented by the proposal. These reviewers are selected by Program Officers charged with the oversight of the review process. Proposers are invited to suggest names of persons they believe are especially well qualified to review the proposal and/or persons they would prefer not review the proposal. These suggestions may serve as one source in the reviewer selection process at the Program Officer's discretion. Submission of such names, however, is optional. 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 judgements.

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>.

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.

Additional Review Criteria:

IN ADDITION to the above criteria, the following will be used in the evaluation process:

- The overall impact of the proposed scientific activities on the mathematical sciences;
- The quality of the stated missions and goals of the institute and its likely effectiveness in meeting these missions and goals;
- The breadth of involvement of appropriate subfields of the mathematical sciences;
- The capabilities of the institute leadership, including management and organizational ability of the proposed director(s), and the commitment of the proposed leadership team;
- The design, structure and management of the operation of the institute, including the quality and effectiveness of the management plan (including plans for interaction among the institute staff), the method of selection of activities and the method of selection of participants;
- The level of the institutional commitment to promoting diversity and the quality of the implementation plan;
- The quality and appropriateness of the institute's education and training components, especially plans to attract, involve, and mentor researchers early in their career paths;
- The extent, where appropriate, to which communication and interaction with other areas of science and engineering are fostered. This may include linkages and partnerships with other university research groups or industry, national laboratories, non-profit organizations, etc.;
- The quality and likely effectiveness of the proposed outreach activities;
- The quality of the evaluation plan;
- The reasonableness and appropriateness of the budget;
- The quality and likely effectiveness of plans for future institute growth and resource development;
- The quality and appropriateness of the infrastructure support for the institute (including, but not limited to space, administrative staff, equipment, and access to facilities) and the suitability of location with regard to office space, laboratory space if needed, computing environment, access to library facilities, and housing.

B. Review and Selection Process

Proposals submitted in response to this program solicitation will be reviewed by Ad hoc Review and/or Panel Review, or Site

Proposals submitted in response to this solicitation will be merit-reviewed. The first phase of the merit-review process will consist of a review by a panel of experts from outside NSF, supplemented by additional ad-hoc (mail) reviews as appropriate. Each proposal will receive at least three written reviews. The reviews, together with a summary of the panel discussion, will be made available to the Principal Investigator. Those proposals that are considered the most meritorious by the DMS Institutes Management Team will receive site visits by a committee of external experts during the second phase of the merit-review process.

The committee of external experts will conduct an on-site review of the proposal using the criteria outlined in this solicitation and will be asked to formulate a recommendation to either support or decline the proposal. The committee will have access to the reviews and the summary of the panel's discussion. The DMS Institutes Management Team will consider the committee's advice and will formulate a recommendation to the management of the Division of Mathematical Sciences to either decline the proposal or recommend the proposal for an award.

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 Federal Demonstration Partnership (FDP) 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/general_conditions.jsp?org=NSF. Paper copies may be obtained from the NSF Publications Clearinghouse, telephone (703) 292-7827 or by e-mail from pubs@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.

Special Award Conditions:

The project will be funded for up to five years. Any award will be a continuing grant; funds are released annually subject to approval by DMS and the availability of funds. In the third year of the award, DMS will convene a committee of external experts to conduct an in-depth evaluation of the institute's activities. The committee will advise DMS whether the institute's activities warrant a renewal proposal for an additional five-year period subsequent to the current award period, or whether a phase-down plan for the last two years of the current award must be put into effect.

C. Reporting Requirements

For all multi-year grants (including both standard and continuing grants), the Principal Investigator must submit an annual project report to the cognizant Program Officer at least 90 days before the end of the current budget period. (Some programs or awards require more frequent project reports). Within 90 days after expiration of a grant, the PI also is required to submit a final project report.

Failure to provide the required annual or final project reports will delay NSF review and processing of any future funding increments 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 annual and final project reports. Such reports 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 grantee responsibilities include:

- The PI or his/her representative(s) will attend an annual meeting of DMS Institute PIs/Directors, at a time and place to be mutually agreed upon.
- The grantee must submit an Annual Progress Report to the cognizant Program Officer at least 90 days before the end of the current budget period. The Annual Progress Report must include:
 - A Participant List in a standardized and mutually agreed upon format;
 - A Financial Support List in a standardized and mutually agreed upon format;
 - An Income and Expenditure Report: A summary in spreadsheet form of the budget expenditures by activity and funding source for the reporting period;
 - A copy of the minutes of the most recent Institute Directors Meeting;
 - A Participant Summary Table providing the total number of participants and subtotals for the number of participants who are women, US citizens and permanent residents, and members of underrepresented groups.
- The grantee shall post on the Institute's website each Annual Progress Report, with proprietary information deleted but including Participant Summary tables.
- The grantee shall provide to DMS electronic source material for the Participants List and Financial Support list. The grantee and DMS will collaborate on the format and design for these files.

VIII. AGENCY CONTACTS

General inquiries regarding this program should be made to:

- Dean M. Evasius, telephone: (703) 292-8132, email: devasius@nsf.gov
- Joanna Kania-Bartoszyńska, telephone: (703) 292-4881, email: jkaniaba@nsf.gov
- Hans G. Kaper, telephone: (703) 292-4859, email: hkaper@nsf.gov

- Christopher W. Stark, telephone: (703) 292-4869, email: cstark@nsf.gov

For questions related to the use of FastLane, contact:

- FastLane Help Desk, telephone: 1-800-673-6188; e-mail: fastlane@nsf.gov.

For questions relating to Grants.gov contact:

- Grants.gov Contact Center: If the Authorized Organizational Representatives (AOR) has not received a confirmation message from Grants.gov within 48 hours of submission of application, please contact via telephone: 1-800-518-4726; e-mail: support@grants.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, MyNSF (formerly the Custom News Service) is an information-delivery system 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 or the user's Web browser each time new publications are issued that match their identified interests. MyNSF also is available on NSF's Website at <http://www.nsf.gov/mynsf/>.

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 40,000 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 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: pubs@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
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