

NSF Proposals Potential Reasons Proposals Not Accepted or Returned Without Review

<p>Proposal Duplication, Similarity or Not Appropriate or Submitted Timely</p>	<ul style="list-style-type: none"> • Proposal is a duplicate of, or substantially similar to, one already under consideration by NSF from the same PI/co-PI's • Proposal was previously reviewed and has not been substantially revised. • Is inappropriate for funding by the NSF • Is submitted with insufficient lead-time before activity is scheduled to begin • Is a full proposal that was submitted by a proposer that has received a "not invited" response to the submission of a preliminary proposal • Is not responsive to the PAPPG or program announcement/solicitation • Does not meet the announced proposal deadline date
<p>Broader Impacts, Intellectual Merit Overview</p>	<ul style="list-style-type: none"> • Broader impacts not addressed in a separate section with individual headings in (a) Project Summary, (b) Project Description – proposed work, <u>and</u> (c) Project Description – NSF support section
<p>Project Summary</p>	<ul style="list-style-type: none"> • Overview, Intellectual Merit and Broader Impacts not addressed in separate sections (text boxes with individual headings) in the Project Summary • Project Summary must be in third person • File upload of pdf Project Summary only for those with unusual symbols and formulae • May be only one page long -Fastlane checks automatically
<p>Prior Support</p>	<ul style="list-style-type: none"> • Recent (last 5 years) NSF support section (up to 5 pages) is missing from Project Description • This is required for each PI and co-PI and MUST include: <ul style="list-style-type: none"> ○ NSF award number ○ Funding amount ○ Time period ○ Title ○ Results of the completed work in two separate sections on Intellectual Merit and Broader Impact ○ Publications/products and their availability ○ If renewal, relation of the completed work to the proposed work
<p>References</p>	<ul style="list-style-type: none"> • Reference section: <ul style="list-style-type: none"> ○ Title missing ○ Incomplete list of all authors of each reference ○ Use of et al. is not permitted ○ PI's are cautioned to properly reference and quote published work (figures, tables, and text) ○ There is no limit on the size of the reference section, so these changes will not cause problems with length limits ○ Cannot contain parenthetical information, footnotes or figures. This section must contain citations only
<p>Bio Sketches</p>	<ul style="list-style-type: none"> • Bio Sketch section: <ul style="list-style-type: none"> ○ Incomplete list of all authors of each publication (do not use et al., use full names - most program managers PREFER that full names be used in the 2 page faculty CV, because this helps with Conflicts of Interest) ○ Title missing ○ Number of publications and/or synergistic activities exceed the allowable number (note: do not combine multiple synergistic activities to appear as one) ○ Smaller font can be allowed in these sections • Bio Sketches with additional information <i>other than</i> the four required sections; provide the require information in the order and format specified in the PAPPG
<p>Current & Pending</p>	<ul style="list-style-type: none"> • Current and Pending Support section incomplete – required for each PI, co-PI, and senior project personnel • Include the project you are applying for currently as 'pending,' with all appropriate fields completed per the NSF format • All current project support must be listed whatever the source (Federal, State, local or foreign government, public or private foundations, industrial or other) • All project activities requiring a portion of time of the PI, co-Pi or senior project personnel even if they receive no salary support from the activity (include no. of person months devoted to the project)

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Budget Justification	<ul style="list-style-type: none"> This section is limited to three pages
Letters of Commitment	<ul style="list-style-type: none"> Letter of Commitment that goes beyond a brief statement confirming collaboration; Additional remarks about PI/co-PI's past accomplishments or planned undertakings may not be included. (Program managers can request that you delete a letter even after you have submitted your application.) Letters of support are not accepted by NSF, unless specifically requested in a program solicitation
Single Copy Documents	<p>Collaborators and Other Affiliations:</p> <ul style="list-style-type: none"> <i>Collaborators and co-Editors.</i> A list in alphabetical order (including current organizational affiliations) who are currently, or who have been collaborators or co-authors with the individual on a project, book, article, report, abstract or paper during the 48 months preceding the submission of the proposal. <i>Graduate Advisors.</i> A list of the names in alphabetical order by last name of the individual's own graduate advisor(s) and their current organizational affiliations, if known. <i>Ph.D. Advisor.</i> A list of all persons with whom the individual has had an association as a Ph.D. advisor.
Font Sizes	<ul style="list-style-type: none"> Small font size and margins. See PAPPG for allowed size/margins
Cost Share	<ul style="list-style-type: none"> Cost share, unless required by the solicitation, is prohibited by NSF

[NSF Proposal & Award Policies & Procedures Guide \(PAPPG\)](#) - January 30 2017

NSF has instituted a greater number of [auto-compliance checks](#), which means that Fastlane proposals **may not be able** to be submitted by ORPA if non-compliant. It is *now more important than ever* to submit timely and be aware.

The Dean's Office strongly urges PIs to submit their proposals to ORPA for review at least 5 business days prior to submission deadline.