

## NSF UPDATES 2015

### Significant Changes and Clarifications to the PAPPG Introduction<sup>1</sup>

The PAPPG has been revised to implement 2 CFR § 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). The Uniform Guidance incorporates language from eight existing Office of Management and Budget (OMB) circulars into one consolidated set of guidance in the Code of Federal Regulations. Additional information on the consolidation effort can be found on the website of the Council on Financial Assistance Reform (COFAR)<sup>2</sup>.

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### Significant Changes to the PAPPG Part I: Grant Proposal Guide (GPG) to Implement the Uniform Guidance

- **Chapter II.C.2.g(i)(b), Administrative and Clerical Salaries & Wages Policy**, has been revised to reflect the conditions under which inclusion of administrative and clerical staff salaries may be appropriate on a proposal budget.
- **Chapter II.C.2.g(iv), Travel**, has been revised to state that **all travel** (both domestic and foreign) must now be justified (registration, lodging, airfare, ground travel, per diem, etc.). Additionally, temporary dependent care costs above and beyond regular dependent care that directly result **from travel to conferences** are allowable costs provided that the conditions established in 2 CFR § 200.474 are met. Finally, the definition of what constitutes domestic travel has been revised.
- **Chapter II.C.2.g(v), Participant Support**, has been clarified to reflect that any additional categories of participant support costs other than those described in 2 CFR § 200.75 (such as incentives, gifts, souvenirs, t-shirts and memorabilia), must be justified in the budget justification, and such costs will be closely scrutinized by NSF. Funds provided for participant support may not be used for other categories of expense without specific prior NSF written approval. Such requests must be submitted electronically via use of NSF's electronic systems.
- **Chapter II.C.2.g(vi)(a), Materials and Supplies**, includes coverage on costs of computing devices. Clarification on when a computing device is considered a supply is provided. The charging of computing devices as a direct cost is allowable for devices that are essential and allocable, but not solely dedicated, to the performance of the NSF award.
- **Chapter III.F, NSF's Risk Management Framework and Decision to Award or Decline Proposals**, is a completely new section which describes the framework that NSF uses to evaluate the risks posed by proposers prior to issuance of an NSF award, consistent with 2 CFR § 200.205. The section also outlines the appeal process that a

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<sup>1</sup> <http://www.nsf.gov/pubs/policydocs/pappguide/nsf15001/sigchanges.jsp>

<sup>2</sup> <https://cfo.gov/cofar/>

proposer may utilize if NSF declined their proposal for financial or administrative reasons.

### **Other Significant Changes to the GPG**

- **Chapter II.C.1.e, Proposal Certifications**, contains a clarification to the Certification Regarding Conflict of Interest which states that conflicts that cannot be satisfactorily managed, reduced or eliminated, and research that proceeds without the imposition of conditions or restrictions when a conflict of interest exists, must be disclosed to NSF via use of NSF's electronic systems.
- **Chapter II.C.2.d, Project Description**, has been updated to reflect that the project description must now contain, as a separate section within the narrative, a section labeled "Broader Impacts of the Proposed Work".
- **Chapter II.C.2.d(iii), Results from Prior NSF Support**, has been clarified to state that the listing of publications resulting from an NSF award must provide a complete bibliographic citation for each publication in either the Results from Prior NSF Support section or in the References Cited section of the proposal.
- **Chapter II.C.2.g, Budget and Budget Justification**, has been revised to reflect that the budget justification for the proposing organization must be no more than three pages. For proposals that contain a subaward(s), each subaward must include a separate budget justification of no more than three pages.
- **Chapter II.D.3, Ideas Lab**, is an entirely new section which details the four-stage process used with this funding mechanism, which is designed to support the development and implementation of creative and innovative project ideas that have the potential to transform research paradigms and/or solve intractable problems. Note that, in addition to Ideas Lab, NSF has launched another new funding mechanism titled [Integrated NSF Support Promoting Interdisciplinary Research and Education](#) (INSPIRE) that is being piloted this year.

### **Clarifications and Other Changes to the GPG**

- **Chapter II.C.2.f, Biographical Sketch(es)**, makes clear that including personal information in the biographical sketch is not appropriate nor is it relevant to the merits of the proposal. New information is being requested in Section II.C.2.f(i)(a), Professional Preparation. The location of the individual's undergraduate, graduate and postdoctoral institution(s) must be provided. Section II.C.2.f(i)(e) clarifies that the total number of collaborators and co-editors, and graduate advisors and postdoctoral sponsors, must be identified in the appropriate areas in the Collaborators & Other Affiliations section. In addition, where applicable, information on "Other Personnel" biographical information (Section II.C.2.f.(ii)) should be clearly identified and uploaded in the Biosketches section of the proposal.
- **Chapter II.C.2.j, Special Information and Supplementary Documentation**, clarifies the use of letters of collaboration (formerly referred to as letters of commitment). Such

letters should be limited to stating the intent to collaborate and should not contain endorsements or evaluation of the proposed project. Proposals that are not consistent with the instructions in this section will be returned without review. Also, the definition of an international activity has been clarified.

## **NIH UPDATES 2015**

New Biographical Sketch Format Required for NIH and AHRQ Grant Applications Submitted for Due Dates on or after May 25, 2015.<sup>3</sup>

NIH and AHRQ encourages applicants to use the newly published biosketch format for all grant and cooperative agreement applications submitted for due dates on or after January 25, 2015, and will require use of the new format for applications submitted for due dates on or after May 25, 2015. Applicants may submit using the new biosketch format for due dates before January 25, 2015, if they wish.

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### **Issued by**

- National Institutes of Health ([NIH](#))
- Agency for Healthcare Research and Quality ([AHRQ](#))

### **New Format**

The revised forms and instructions are now available on the [SF 424 \(R&R\) Forms and Applications page](#) and adjustments have been made to improve their usability. [Biographical Sketch Format Page](#) and [instructions and sample](#).

- Extends the page limit for the biosketch from four to five pages
- Allows researchers to describe up to five of their most significant contributions to science, along with the historical background that framed their research.
  - Investigators can outline the central findings of prior work and the influence of those findings on the investigator's field.
  - Investigators involved in Team Science are provided the opportunity to describe their specific role(s) in the work.
  - Each description can be accompanied by a listing of up to four relevant peer-reviewed publications or other non-publication research products, including audio or video products; patents; data and research materials; databases; educational aids or curricula; instruments or equipment; models; protocols; and software or netware that are relevant to the described contribution.
- In addition to the descriptions of specific contributions and documentation, researchers will be allowed to include a link to a full list of their published work as found in a publicly available digital database such as [MyBibliography](#) or [SciENcv](#).

### **Tool to Help Build the New Biosketch**

The Science Experts Network Curriculum Vitae ([SciENcv](#)), which serves as an interagency system designed to create biosketches for multiple federal agencies, will be updated by the end of December to support the new biosketch format and to address some issues found in testing.

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<sup>3</sup> <http://grants.nih.gov/grants/guide/notice-files/NOT-OD-15-032.html>

SciENcv pulls information from available resources making it easy to develop a repository of information that can be readily updated and modified to prepare future biosketches.

A [YouTube video](#) provides instructions for using SciENcv.

[Biosketch FAQs](#)