

NSF CHECKLIST (FASTLANE)

Call your appropriate GCA Manager for questions:

<http://www.yale.edu/grants/contacts/GCATDeptsinalpha.html>

	<p>COVER SHEET</p> <p><input type="checkbox"/> Program Announcement # /Closing Date</p> <p><input type="checkbox"/> Division</p> <p><input type="checkbox"/> Program</p> <p><input type="checkbox"/> Renewal Proposals, previous award number entered</p> <p><input type="checkbox"/> DUNS # 04-320-7562</p> <p><input type="checkbox"/> EIN # 06-0646973</p> <p><input type="checkbox"/> 9 digit Zip Code in Primary Place of Performance</p> <p><input type="checkbox"/> Title of Project</p> <p><input type="checkbox"/> Requested Start Date</p> <p><input type="checkbox"/> Proposal Duration (must be total # of months)</p> <p><input type="checkbox"/> Requested Amount (will populate from budget page in Fastlane)</p>
<input type="checkbox"/>	TABLE OF CONTENTS (will populate automatically)
<input type="checkbox"/>	REFERENCES CITED – no page limit - this section must include bibliographic citations only and must not be used to provide parenthetical information outside of the 15 page project description. Each reference must be in the specific format
<input type="checkbox"/>	<p>BUDGET (including justification)</p> <p><input type="checkbox"/> Correct F&A rate used (changed each July 1st as on Fed Rate Agreement)</p> <p><input type="checkbox"/> Justification 3 page limit</p> <p><input type="checkbox"/> Cost Sharing –</p> <p><input type="checkbox"/> Mandatory only – Amount must not exceed the required indicated in the Program Announcement</p> <p><input type="checkbox"/> Voluntary Committed – PROHIBITED AND MUST BE EXCLUDED (effort commitment with \$0 dollars)</p>
<input type="checkbox"/>	<p>FACILITIES, EQUIPMENT AND OTHER RESOURCES</p> <p><input type="checkbox"/> Physical and Personnel included (without specifying effort or \$)</p>
<input type="checkbox"/>	<p>PROPOSAL CLASSIFICATION - BIOLOGICAL SCIENCES</p> <p><input type="checkbox"/> Completed Bio Classification form (required)</p>
<input type="checkbox"/>	DATA MANAGEMENT PLAN (required)
<input type="checkbox"/>	DEVIATION AUTHORIZATION (required as applicable)
<input type="checkbox"/>	ADDITIONAL SINGLE COPY DOCUMENTS (as applicable)
<input type="checkbox"/>	<p>PROJECT SUMMARY (ONE PAGE LIMIT)</p> <p><input type="checkbox"/> Intellectual Merit</p> <p><input type="checkbox"/> Broader Impacts</p>
<input type="checkbox"/>	<p>PROJECT DESCRIPTION</p> <p><input type="checkbox"/> 15 PAGE LIMIT (unless otherwise in NSF PA guidelines)</p> <p><input type="checkbox"/> Results from prior NSF support – Required for PIs and Co-PIs who have received NSF Support within the last 5 years (limit 5 pages) include award #, amount of award, title)</p> <p><input type="checkbox"/> Objectives and significance</p> <p><input type="checkbox"/> Relation to longer term goals</p> <p><input type="checkbox"/> Relation to present state of knowledge in field</p> <p><input type="checkbox"/> Broader Impacts (needed in both PS and PD)</p>
<input type="checkbox"/>	<p>BIOSKETCHES (2 page limit)</p> <p><input type="checkbox"/> Professional Preparation; undergraduate, graduate, post-doc</p> <p><input type="checkbox"/> Appointments; reverse chronological order</p> <p><input type="checkbox"/> Publications (10 Max); 5 closely related to project and 5 others</p> <p><input type="checkbox"/> Synergistic activities; limit to 5</p> <p><input type="checkbox"/> Collaborators & other affiliations; list 48 months (alpha order & org. affiliation) or “None”</p> <p><input type="checkbox"/> Graduate and Post-doc advisors</p> <p><input type="checkbox"/> Graduate and Post-doc advisees</p>
<input type="checkbox"/>	<p>CURRENT AND PENDING SUPPORT – (required for all senior project personnel)</p> <p><input type="checkbox"/> This proposal included as “Pending”</p> <p><input type="checkbox"/> Planned effort included / don’t include in budget</p>
<input type="checkbox"/>	<p>OTHER SUPPLEMENTARY DOCUMENTS</p> <p><input type="checkbox"/> Letters of Support, etc (as required by the Program Announcement)</p>
<input type="checkbox"/>	POST-DOC MENTORING PLAN (required if post docs are included in the project) – Not needed if P-Doc listed in Section A of Budget
<input type="checkbox"/>	PI – CoPI INFORMATION
<input type="checkbox"/>	SUGGESTED REVIEWERS (optional)