



# Research Administration Practices (RAP) Sessions

## NSF Research.gov Demo and Tips

**December 8, 2022**

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# Agenda

RAP Sessions: Targeted skills based educational offerings open to the Research Administration community at MIT. Information gathered and shared with attendees can be taken back to their desks and applied immediately.



- Introductions
- PAPPG 23-1 Effective January 2023
- Research.gov NSF ID and Roles
- Research.gov Proposal Setup Wizard
- Collaborative Proposals
- Automated proposal compliance checking
- Sharing access with SPA/AOR
- Questions/Help

# Introductions

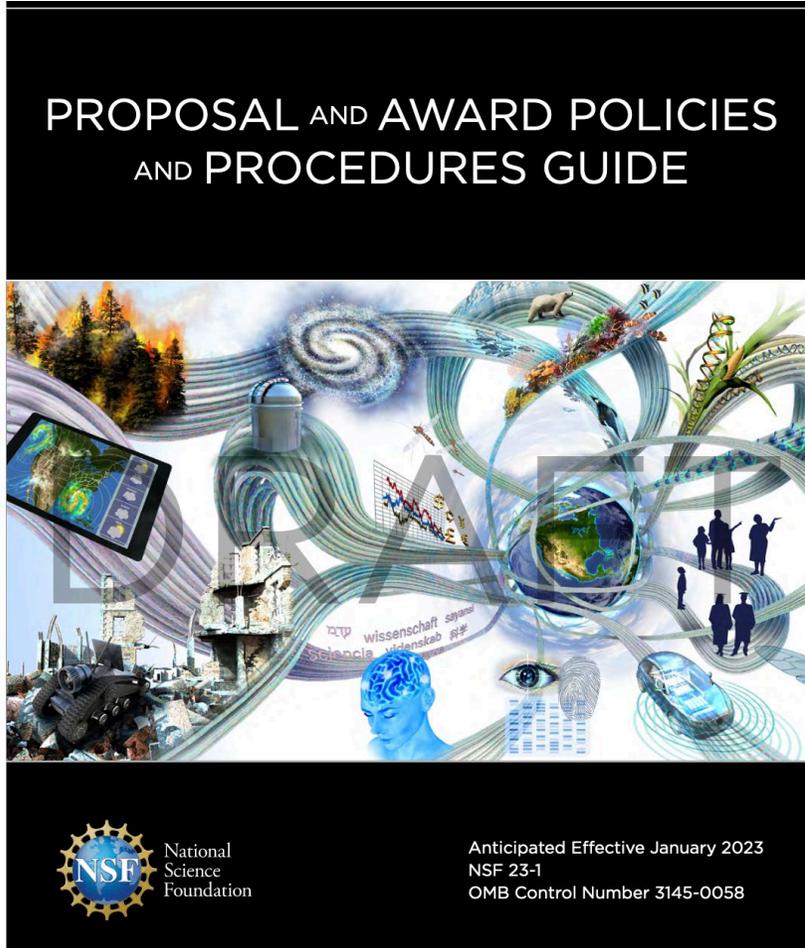
**Courtney Bensey**, *Team Manager, Contract Administration, RAS; MIT Lead Liaison for NSF*

**Christine Maglio**, *Financial Coordinator, Dept of Earth, Atmospheric, & Planetary Sciences (EAPS)*



# RAS and NSF Guidance

## Proposal & Award Policies & Procedures Guide (PAPPG) (NSF 22-1)



## NSF Proposal Resources & Updates

### RAP session October 12, 2022

changes to the Foundation's PAPPG including proposal submission methods, forms, and required disclosures.

- [View course on Atlas](#) [receive course credit]
- [View slides](#) [PDF]

RAS provides guidance and checklists to help you prepare proposals that meet NSF compliance requirements and are updated for Research.gov. See the RAS [National Science Foundation \(NSF\)](#) page.

# Proposal & Award Policies & Procedures Guide (NSF 23-1)

## Summary of PAPPG Changes:

- *New Plan for Safe & Inclusive, Field, Vessel and Aircraft Research* document
- **Biographical Sketch and Current and Pending Support**
  - Fillable formats and SciENCv will continue to be available
  - Certification language will be incorporated into both formats
  - **October 2023** – submission via SciENCv becomes required
- **Transition from FastLane to Research.gov:** References to Research.gov have been incorporated throughout, as part of the final transition from FastLane to Research.gov for proposal preparation and submission.



# Transition to Research.gov

## Decommissioning Fastlane

# FastLane Proposal Preparation and Submission Decommissioning Deadlines

| ACTION  | DEADLINE                                      |
|---|---|
| <b>SUBMIT NEW</b>   |   |
| Last day to submit <b><u>New</u> proposals</b> in Fastlane.   | <b>Friday, January 27, 2023<br/>5:00 pm</b>   |
| <b>SUBMIT NEW SUPPLEMENTAL FUNDING REQUESTS</b>   |   |
| Last day to <b><u>submit</u></b> new supplemental funding requests in FastLane  | <b>Friday, January 27, 2023<br/>5:00 pm</b>   |
| <b>EDIT EXISTING</b>  |   |
| Last day to submit <b>Proposal File Updates and budget revisions</b> in Fastlane.   | <b>Friday, September 29, 2023<br/>5:00 pm</b> |
| <b>VIEW EXISTING</b>  |   |
| Last day to <b>download copies of proposals submitted in Fastlane and print in progress Fastlane proposals to PDF</b> (See <a href="#">Instructions to Access and Download/Print FastLane Proposals and Supplemental Funding Requests</a> ) | <b>Friday, September 29, 2023<br/>5:00 pm</b> |

# FastLane System Decommissioning

**Effective with the implementation of the PAPPG on January 30, 2023, FastLane will be removed as a submission option from all funding opportunities. *Reminders:***

- Proposal and supplemental funding request information cannot be transferred from FastLane to Research.gov.
- In-progress proposals and supplemental funding requests as of **January 27, 2023**, must either be **submitted by 5:00 PM** submitter's local time or they **must be restarted in Research.gov** to be submitted. Grants.gov is also a submission option for most proposals although MIT is best able to support Research.gov.
- Proposal file updates and budget revisions must be executed in the same system as the proposal was submitted (i.e., all in FastLane or all in Research.gov).

# Research.gov Proposal Preparation Demo Site

About Proposal Preparation and Submission

Proposal Submission Capabilities

Letter of Intent FAQs

**Proposal FAQs**

- General
- Preliminary Proposals
- Collaborative Proposals
- Uploading Documents
- Proposal Sections
- Proposal Submission
- Proposal Withdrawal
- Grants.gov Submitted Proposals

**Proposal Statuses**

- In Progress Statuses
- Submitted Statuses
- PFU/BR Statuses

**Demo Site FAQs**

- General
- Access and User Roles
- Demo Site Features
- Video Tutorials
- How-to Guides

## About Proposal Preparation and Submission

The Research.gov Proposal Submission System modernizes proposal preparation and submission capabilities by improving the user experience while also reducing administrative burden through an intuitive interface and expanded automated proposal compliance checking. NSF is transitioning all preparation and submission functionality for **new** proposals from FastLane to Research.gov when the *Proposal & Award Policies & Procedures Guide* (PAPPG) (NSF 23-1) is effective on January 30, 2023. Research.gov proposal preparation and submission capabilities have been developed incrementally, and Research.gov can now support all of FastLane's proposal preparation and submission tasks. Please see NSF [Important Notice 147: Research.gov Implementation Update](#) issued in September 2020 for additional information. Grants.gov continues to be an option for the preparation and submission of most types of NSF proposals.

Important FastLane Proposal Preparation and Submission Decommissioning Deadlines:

- Last day to submit **new proposals** in FastLane: January 27, 2023 (5:00 PM submitter's local time)
- Last day to submit **proposal file updates/budget revisions** in FastLane: September 29, 2023 (5:00 PM submitter's local time)
- Last day to access and download/print **FastLane submitted** and **in-progress proposals** September 29, 2023 (11:00 PM Eastern Time)

Access the [Research.gov Proposal Submission System](#)

Explore the [Research.gov Proposal Preparation Demo Site](#)

### Research.gov Proposal Preparation Benefits

- Fast and easy proposal setup wizard to find funding opportunities and initiate a proposal
- Quick process to share proposal access with administrative staff. Expanded compliance checking ([View Research.gov compliance checks](#))
- Immediate compliance feedback in each proposal section
- Unaltered PDF uploads
- Minimized return without review of proposals due to some formatting issues
- On-screen references to relevant sections of the PAPPG
- Better management of personnel and subawards
- Improved performance and less system downtime

### Help NSF Refine the New System

NSF strongly encourages the research community to use Research.gov for proposal preparation and submission now. Vital feedback from the community helps ensure the system is working as intended and to identify areas of improvement.

There are multiple ways to provide feedback and stay informed:

- Send feedback to NSF via Research.gov's [Feedback page](#)
- Participate in an [NSF Electronic Research Administration \(ERA\) Forum Webinar](#)
- Join our listserv! Sign up to receive Research.gov updates by sending a blank email to [system\\_updates-subscribe-request@listserv.nsf.gov](mailto:system_updates-subscribe-request@listserv.nsf.gov)

### When to Use Research.gov

You may prepare your proposal in Research.gov if:

- You are preparing a proposal in response to a Program Description
- Your Program Solicitation specifies submission via Research.gov is available or required or your Program Solicitation requires a Letter of Intent or Preliminary Proposal
- Your proposal is a **full proposal, renewal, or accomplishment-based renewal, OR**
- Your proposal is one of the following types:
  - Research
  - Planning (Research.gov submission required)
  - RAPID
  - EAGER
  - RAISE
  - GOALI
  - Ideas Lab
  - FASED
  - Conference
  - Equipment
  - Travel
  - Center
  - Research Infrastructure
  - Postdoctoral Fellowship (proposals without reference letter requirements)
  - Small Business Innovation Research Program (SBIR)
  - Small Business Technology Transfer Program (STTR)

Both single submission and collaborative proposals are supported. View all supported features on the Proposal Submission Capabilities page.

Prepare for the transition using the [Research.gov Demo Site](#)

Click on sections of the **Proposal FAQs**

See the expanding list of [How-To-Guides](#) and [Video Tutorials](#).

# Research.gov Proposal Preparation Demo Site

The [Research.gov Demo Site](#) provides users the opportunity to initiate and edit proposals as well as check compliance of uploaded proposal documents (e.g., Collaborators and Other Affiliations and Biographical Sketch) before preparing proposals in the actual Research.gov Proposal Submission System.

The screenshot displays the Research.gov Proposal Preparation Demo Site interface. A modal dialog titled "Select Organization for New Proposal" is open, allowing the user to choose an organization for their new proposal. The dialog includes the following text:

Select Organization for New Proposal

You have multiple organizations associated with your profile. Please choose the one you would like to associate with your new proposal.

**Organization**

Massachusetts Institute of Technology

**Note:** The Cover Sheet will automatically default to this organization, but can be updated later. This organization will also be associated with the Principal Investigator shown on Manage Personnel and Subaward Organizations and Senior Personnel Documents, and display on Budget and Budget Justification.

Buttons: Select and Continue, Cancel

The background interface shows the Research.gov logo and navigation options:

- Letters of Intent and Proposals
- What would you like to work on?
- Prepare New
- Submitted and Updates

Buttons for "Full Proposal", "Work with In Progress", and "View/Update Submi..." are visible. A red arrow points to the "Massachusetts Institute of Technology" selection in the dialog.

# Log in: Research.gov

Accessing the [Research.gov Proposal Preparation Demo Site](#) prompts you to sign in using your NSF ID. If you do not yet have an NSF ID with an **Other Authorized User (OAU)** role, we recommend that you register for an account and use the Demo Site (all **Demo Site users have the PI role to initiate proposals**).

Research.gov  
ONLINE GRANTS MANAGEMENT  
FOR THE NSF COMMUNITY

Sign In | Register | Home | Contact | Help

## NSF User Sign In

Use your Primary Email Address, NSF ID, LOGIN.GOV or your organization credentials to sign in to Research.gov

**NSF Account**

Primary Email Address or NSF ID

[Forgot ID](#)

Password

[Forgot Password](#)

[Sign In](#)

New to NSF? [Register](#)

**Organization Credentials**

Pick Your Organization

Select an Option

[Sign In](#)

Don't see your organization? [Learn more](#) / [Register for InCommon](#)

**Need an NSF ID?**

**Click the *New to NSF? Register* link on the User Sign In screen.**

# NSF ID for Research.gov

NSF uses a unique identifier (**NSF ID**) as a single profile and sign-in.

**NSF ID creation is self-service at:**

<https://www.research.gov/accountmgmt/#/registration>

## **New NSF Users:**

Primary email (required), secondary email (optional)

Will receive **2 confirmation emails** from NSF:

- NSF ID
- Temporary Password

Follow instructions to update your password to complete the registration process.

**Affiliate account with MIT and Add Roles** (will need MIT's UEI #: E2NYLCDML6V1).

RAS will be notified of your role request and will review it.

Note: the OAU (Other Authorized User) role allows Research Administrators to practice in the [Research.gov Demo Site](#)

A collage of environmental and technological images. At the top, a polar bear is seen on a snowy mountain peak. To the right, a smartphone is shown with a blue glow. At the bottom, a person's head is visible, and a city skyline is partially seen. The word "Questions?" is written in large, bold, red letters in the center of the white background.

# Questions?



# Prepare a New Proposal

Research.gov

# Research.gov Proposal Preparation Features

Features to help reduce proposal preparation administrative burden and to minimize *return without review* proposals due to formatting issues:

- Intuitive and dynamic interface that provides only relevant proposal preparation options
- Inline help features, including information tips , links to PAPPG, videos, and FAQs
- Fast document uploads and immediate validation feedback
- Expanded automated compliance checking
- PDF uploads are not altered (a concern raised by Principal Investigators to NSF)

# NSF Roles: Research.gov Proposal Preparation

**Principal Investigator (PI)** Individual designated by MIT who will be responsible for the scientific or technical direction of the project.

**Only the PI can create a proposal (not Co-PIs or OAU)**

**Only the PI can share the proposal or Update/Budget Revision with SPO Authorized Organizational Representative (AOR) for RAS review and submission**

**Other Authorized User (OAU)** Individual who is added to a proposal to help prepare a budget, revise a submitted budget, perform a proposal file update, or a project report.

**The PI must add the OAU to the proposal under Manage Personnel (see [How to Add or Remove an Other Authorized User \(OAU\)](#))**

**SPO Authorized Organizational Representative (AOR)** RAS Contract Administrator/Liaison

To expedite a request for Principal Investigator role or Other Authorized User (OAU) role, email your RAS Contract Administrator.

| Research.gov Proposal Preparation functionality   | PI   | OAU  |
|---|--|--|
| <b>Prepare New</b><br>Letter of Intent, Preliminary Proposal, Full Proposal, Renewal Proposal, Astonishment-based Renewal   | Yes  | <b>No</b><br>Prepare New button is disabled                  |
| <b>Proposal Setup Wizard</b><br><b>Submission Type, Funding Opportunity, Where to Apply</b><br>(Directorate/Division/Program), <b>Proposal Type</b> , and <b>Proposal Details</b>                         | <b>Yes</b><br>Only Title may be edited once saved. | <b>No</b><br>*May edit Title entered by PI                   |
| <b>Delete “In Progress” Proposals</b>   | Yes  | <b>No</b>  |
| <b>Add Co-PI and OAU (Other Authorized User)</b><br>Manage Personnel and Subaward Organizations   | Yes  | <b>No / Yes*</b><br>* once added as OAU on specific proposal |
| <b>Edit “In Progress” Proposals</b>   | Yes  | <b>No / Yes*</b><br>*once added as OAU on specific proposal  |
| <b>Print Proposal PDF</b> (including linked collaboration)  | Yes  | <b>Yes</b>   |
| <b>Share <i>Proposal or Update/Budget Revision</i> with SPO/AOR</b><br>Include Edit access: Allow proposal submission (AOR only) for RAS approval/submission). Only the AOR can submit a proposal to NSF. | Yes  | <b>No</b>  |

# Research.gov – My Desktop

 **Research.gov**  
ONLINE GRANTS MANAGEMENT FOR THE NSF COMMUNITY

[Sign In](#) | [Register](#) | [Home](#) | [Contact](#) | [Help](#)

## NSF User Sign In

Use your Primary Email Address, NSF ID, LOGIN.GOV or your organization credentials to sign in to Research.gov

### NSF Account

Primary Email Address or NSF ID

000874646

[Forgot ID](#)

Password

••••••••

[Forgot Password](#)

[Sign In](#)

New to NSF? [Register](#)

### Organization

Pick Your Organization

Select an Option

[Sign In](#)

or

Don't see your organization?

## My Desktop

To access restricted features, [add a role](#)

### Proposals

[Prepare and Submit Proposals](#)  
(Letters of Intent, Preliminary, Full, Renewal, Postdoctoral Fellowships and SBIR/STTR)

 [Prepare Proposals in FastLane](#)

[Demo Site: Prepare Proposals](#)  
(Training)

[Proposal Status](#)

### Awards & Reporting

[Notifications & Requests](#)

[Supplemental Funding Requests](#)  
(including Career-Life Balance)

[Demo Site: Supplemental Funding Requests](#) (Training)

[Project Reports](#)

[Continuing Grant Increments Reports](#)

[Award Documents](#)

### Fellowships

[Graduate Research Fellowship Program](#)  
(Applicants, Fellows)

[Graduate Research Fellowship Program](#)  
(Officials)

# Prepare New (PI)

|           |                    |             |                   |                |
|-----------|--------------------|-------------|-------------------|----------------|
| Proposals | Awards & Reporting | Fellowships | Manage Financials | Administration |
|-----------|--------------------|-------------|-------------------|----------------|

**Attention:** Research.gov supports preparation of many proposal and submission types. View the [Research.gov Proposal Submission Capabilities](#) for details.

## Letters of Intent and Proposals (Preliminary, Full, and Renewal)

What would you like to work on?

### Prepare New

Answer a few questions to set up letters of intent or proposals (including [renewals](#) ↗).

**Prepare New** ▾

**i** What information will need to be provided?

### In Progress

Continue working on a previously prepared letter of intent or proposal that has not yet been submitted to the NSF.

**Work with In Progress** ▾

### Submitted and Updates

View or download a submitted letter of intent or proposal. Perform a Proposal File Update/Budget Revision on a submitted proposal.

**View/Update Submitted** ▾

**i** Proposal File Update (PFU) / Budget Revision

**i** Proposal Withdrawal

# Preparation: Proposal Setup Wizard (PI)

The Proposal Setup Wizard guides users through a series of questions for the proposal being created. The PI must be prepared to complete these sections:

- ❖ **Submission Type**
  1. **Funding Opportunity**
  2. **Where to Apply**
  3. **Proposal Type**
  4. **Proposal Details.**

Gather proposal information prior to initiating a proposal. **Once all Proposal Setup Wizard steps are completed and the new proposal created info entered cannot be changed (except the Title)**

The system creates the new proposal and assigns a **Temporary ID Number**. The proposal opens for you to add proposal sections, add personnel, upload attachments, and share access with SPOs and AORs.

See How To Guide [Initiating a New Proposal](#)

# Proposal Setup Wizard: Submission Method

| Proposals | Awards & Reporting | Fellowships | Manage Financials | Administration |
|-----------|--------------------|-------------|-------------------|----------------|
|-----------|--------------------|-------------|-------------------|----------------|

**Attention:** Research.gov supports preparation of many proposal and submission types. View the [Research.gov Proposal Submission Capabilities](#) for details.

## Letters of Intent and Proposals (Preliminary, Full, and Renewal)

What would you like to work on?

Letter of Intent

Preliminary Proposal

**Full Proposal**

Renewal Proposal

Accomplishment-Based Renewal

Prepare New

*What information will be provided?*

### In Progress

Continue working on a previously prepared letter of intent or proposal that has not yet been submitted to the NSF.

Work with In Progress

### Submitted and Updates

View or download a submitted letter of intent or proposal. Perform a Proposal File Update/Budget Revision on a submitted proposal.

View/Update Submitted

*Proposal File Update (PFU) / Budget Revision*

*Proposal Withdrawal*

Select the Proposal Submission Method

# Proposal Setup Wizard: Funding Opportunity

Proposals > Prepare New Full Proposal

## Prepare New Full Proposal

1. Funding Opportunity 2. Where to Apply 3. Proposal Type 4. Proposal Review

Select Funding Opportunity [Find Funding Opportunity Number](#)

**Please note the following:**

- Not all funding opportunities are available in Research.gov. If you do not see your funding opportunity, please check in [FastLane](#).
- If this full proposal will be related to a preliminary proposal, the preliminary and full proposals must use the same funding opportunity

Show All  Showing 1-4 of 4 << < Prev 1 Next >>

| Select                | Funding Opportunity Number | Funding Opportunity Title   |
|-----------------------|----------------------------|---|
| <input type="radio"/> | NSF 22-567                 | Research Visioning for Computer and Information Science and Engineering (CISE): Future Research Directions for the CISE Community |
| <input type="radio"/> | NSF 22-509                 | CISE Community Research Infrastructure  |
| <input type="radio"/> | NSF 21-616                 | Computer and Information Science and Engineering (CISE): Core Programs  |
| <input type="radio"/> | NSF 21-591                 | Computer and Information Science and Engineering (CISE) Research Initiation Initiative  |

Show All  Showing 1-4 of 4 << < Prev 1 Next >>

Previous Next

**Setup Wizard 4 steps & Workflow**

**Helpful tips**

Based on the type of New Proposal selected, funding opportunities available for submission will display.

Use the search function to narrow the results.

**Once the new proposal is created, the *Funding Opportunity* cannot be changed by the proposing organization.**

# Proposal Setup Wizard: Where to Apply

Proposals > Prepare New Full Proposal

## Prepare New Full Proposal

1. Funding Opportunity ✓ 2. Where to Apply 3. Proposal Type 4. Proposal Details

Select Where to Apply

Select where within NSF you would like to send your proposal. Depending on the funding opportunity, you may make **one or multiple** selections. When you have saved your selection(s), click 'Next' to continue.

**Funding Opportunity**  
NSF 21-591 - Computer and Information Science and Engineering (CISE) Research Initiation Initiative

Select Where to Apply [Where to Apply Details](#)

**Directorate**  
Direct For Computer & Info Scie & Enginr (CSE)

**Select Division**  
Div Of Information & Intelligent Systems (IIS)

**Program**  
CRII CISE Research Initiation Initiative

Save Selection

Saved Selections  
Select your program on the left. Place selections in the order of importance.  
No selections have been saved

Previous Next

Select where within NSF you want to send the proposal

Select the one or more **Directorate > Division** where you want the proposal to be sent. If you select multiple, you may select the order of importance.

**Once the new proposal created, you can *Manage Where to Apply* details based on the Funding Opportunity.**

# Proposal Setup Wizard: Proposal Type

Proposals > Prepare New Full Proposal

## Prepare New Full Proposal

1. Funding Opportunity ✓ 2. Where to Apply ✓ 3. Proposal Type 4. Proposal Details

Select Proposal Type

What type of proposal will be used? [Proposal Types](#)

- Research
- Planning [PAPPG II.E.1](#)
- Rapid Response Research (RAPID) [PAPPG II.E.2](#)
- Early-concept Grants for Exploratory Research (EAGER) [PAPPG II.E.3](#)
- Research Advanced by Interdisciplinary Science and Engineering (RAISE) [PAPPG II.E.4](#)
- Grant Opportunities for Academic Liaison with Industry (GOALI) [PAPPG II.E.5](#)
- Ideas Lab [PAPPG II.E.6](#)
- Facilitation Awards for Scientists and Engineers with Disabilities (FASSED) [PAPPG II.E.7](#)
- Conference [PAPPG II.E.9](#)
- Equipment [PAPPG II.E.10](#)
- Travel [PAPPG II.E.11](#)
- Center [PAPPG II.E.12](#)
- Research Infrastructure [PAPPG II.E.13](#)
- Fellowship
- Small Business Innovation Research Program (SBIR)
- Small Business Technology Transfer Program (STTR)

[Previous](#) [Next](#)

**Proposal Type help**

Select the radio button for the Proposal Type.

**Once the new proposal is created, the Proposal Type selected in this step cannot be edited by the proposing organization.**

# Proposal Setup Wizard: Proposal Details

Proposals > Prepare New Full Proposal

## Prepare New Full Proposal

1. Funding Opportunity ✓ 2. Where to Apply ✓ 3. Proposal Type ✓ 4. Proposal Details

Proposal Details

What type of proposal are you submitting?

Single proposal (with or without [subawards](#))

Separately submitted collaborative proposal [?](#)

What is your role on this project? [How to link proposals](#)

Lead proposer [Details](#)

Non-lead proposer

What is a Collaborative Proposal?  
A collaborative proposal is one in which investigators from two or more organizations wish to collaborate on a unified research project.  
[Methods to submit collaborative proposals](#)

Collaborative Proposal guidance

Proposal Title

Collaborative Research: 24 of 180 characters

[Previous](#) [Prepare Proposal](#)

Select a radio button to indicate if you are submitting a **single proposal (with or without subawards)** or a **separately submitted collaborative proposal**.

If a separately submitted collaborative proposal, select whether MIT is the **lead proposer** or **non-lead proposer**.

During proposal preparation an organization cannot change from a lead proposer role to a non-lead proposer role or vice versa (proposal should be deleted and a new proposal initiated).

**Once the new proposal created, *Proposal Details* cannot be edited by the proposing organization EXCEPT the Title may be modified.**

Contextual guidance on Subawards, linking Collaborative proposals, and details on Lead/Non-Lead Collaborative proposals.

# Proposal Setup Wizard: Proposal Details

Prepare New Full Proposal

1. Funding Opportunity ✓ 2. Where to Apply ✓ 3. Proposal Type ✓ 4. Proposal Details

Proposal Details

What type of proposal are you submitting?

Single proposal (with or without [subawards](#))

Separately submitted collaborative proposal [?](#)

What is your role on this project? [How to link proposals](#)

Lead proposer [Details](#)

Non-lead proposer

**What is a Collaborative Proposal?**  
A collaborative proposal is one in which investigators from two or more organizations wish to collaborate on a unified research project.  
[Methods to submit collaborative proposals](#)

**Collaborative Proposal guidance**

**Proposal Title**  
The proposal title will be inherited from the lead proposal upon linking. Please enter an interim title below:

Collaborative Research:

24 of 180 character

Previous Prepare Proposal

Select a radio button to indicate if you are submitting a **single proposal (with or without subawards)** or a **separately submitted collaborative proposal**.

If a separately submitted collaborative proposal, select whether MIT is the **lead proposer** or **non-lead proposer**.

During proposal preparation an organization cannot change from a lead proposer role to a non-lead proposer role or vice versa (proposal should be deleted and a new proposal initiated).

**Once the new proposal created, *Proposal Details* cannot be edited by the proposing organization EXCEPT the Title may be modified.**

Contextual guidance on Subawards, linking Collaborative proposals, and details on Lead/Non-Lead Collaborative proposals.

# Proposal Setup Wizard: Proposal Details

Prepare New Full Proposal

1. Funding Opportunity ✓ 2. Where to Apply ✓ 3. Proposal Type ✓ 4. Proposal Details

**Proposal Details**

What type of proposal are you submitting?

Single proposal (with or without [subawards](#))

Separately submitted collaborative proposal [?](#)

What is your role on this project? [How to link proposals](#)

Lead proposer [Details](#)

Non-lead proposer

**Proposal Title**

The proposal title will be inherited from the lead proposal upon linking. Please enter an interim title below:

Collaborative Research:

24 of 180 characters

[Previous](#) [Prepare Proposal](#)

**What is a Collaborative Proposal?**  
A collaborative proposal is one in which investigators from two or more organizations wish to collaborate on a unified research project.  
[Methods to submit collaborative proposals](#)

**Help on linking proposals**

If submitting a **separately submitted collaborative proposal**, select whether MIT will be the **lead** or **non-lead organization**.

**Title** automatically includes “Collaborative Research:” prefix.

The **non-lead organization** will inherit the **Proposal Title** (must enter a temp title to create a proposal), **Funding Opportunity**, **Where to Apply**, **Proposal Type**, **Submission Type**, and **Due Date** from the lead organization proposal after the lead and non-lead organization proposals are successfully linked.

# Proposal is Created (PI)

Temporary ID Number

Proposal - 92424

**Proposal Title:** Collaborative Research: lead demo [Edit](#)

**Funding Opportunity:** NSF 22-586 [Edit](#) - Faculty Early Career Development Program

**Where to Apply:** Directorate For Geosciences (GEO) - Division Of Earth Sciences (EAR), Geophysics  
[Manage Where to Apply](#)

**Proposal Type:** Research

**Submission Type:** Full Proposal

**Collaborative Type:** Separately submitted by multiple organizations (Lead proposal)

**Due Date:** [Select Due Date](#) [Edit](#)  
**Date Type:** [Deadline Date](#)

| Proposal Actions  | Proposal Sections  | Last Updated | Compliance Status [Key]        |
|---|--|--------------|--------------------------------|
| <a href="#">Share Proposal with SPO/AOR</a>                 | <b>Required</b>  |              |                                |
| <a href="#">Manage Personnel and Subaward Organizations</a> | Cover Sheet  |              | Form not checked               |
| <a href="#">Link/View Collaborative Proposals</a>           | Project Summary  |              | Document unavailable for check |
| <a href="#">Print Proposal</a>                              | Project Description  |              | Document unavailable for check |
| <a href="#">Delete Proposal</a>                             | References Cited   |              | Document unavailable for check |
|   | Budget(s)  |              | Form not checked               |
|   | Budget Justification(s)                                      |              | Document unavailable for check |
|   | Facilities, Equipment and Other Resources                    |              | Document unavailable for check |
|   | Senior Personnel Documents                                   |              | Document unavailable for check |
|   | Data Management Plan   |              | Document unavailable for check |
|   | Postdoctoral Mentoring Plan<br><i>Conditionally required</i> |              | Document unavailable for check |
|   | <b>Optional</b>  |              |                                |
|   | Other Personnel Biographical Information                     |              | Document unavailable for check |
|   | Other Supplementary Documents                                |              | Document unavailable for check |
|   | List of Suggested Reviewers<br>(Single Copy Document)        |              | Document unavailable for check |
|   | List of Reviewers Not to Include<br>(Single Copy Document)   |              | Document unavailable for check |
|   | Deviation Authorization<br>(Single Copy Document)            |              | Document unavailable for check |
|   | Additional Single Copy Documents                             |              | Document unavailable for check |

Select **Due Date** and click  to confirm.

Information saved in *Proposal Setup Wizard* (only Proposal Title may be edited)

## Proposal Actions (PI)

- Share Proposal with SPO/AOR
- Manage Personnel and Subaward Organizations
- Link/View Collaborative Proposals (if applicable)
- Print Proposal
- Delete Proposal

See [Proposal Sections](#) FAQs

See [Uploading Documents](#) FAQs

# Adding an Other Authorized User

**Research.gov**  
ONLINE GRANTS MANAGEMENT  
FOR THE NSF COMMUNITY

## How to Add or Remove an Other Authorized User (OAU)

**An Other Authorized User (OAU) can assist with proposal preparation but is not part of the proposal's senior personnel.** An OAU may be added to work on a letter of intent, proposal, or proposal file update/budget revision. For information about adding the OAU role, please visit the Research.gov [About Account Management](#) page.

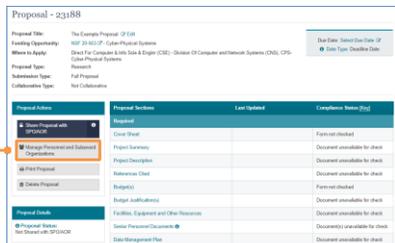
An individual with the OAU role can perform all proposal preparation functions except:

- Initiating a letter of intent, proposal, or proposal file update/budget revision
- Sharing a letter of intent, proposal, or proposal file update/budget revision with the Sponsored Project Office/Authorized Organizational Representative
- Deleting an in progress letter of intent, proposal, or proposal file update/budget revision
- Withdrawing a submitted letter of intent or proposal

**i** A PI/co-PI on a proposal cannot add themselves as an OAU. If a PI/co-PI needs to remove their PI/co-PI role and become an OAU, they can share the proposal with edit rights with the AOR and then request that the AOR add them as an OAU.

### Adding an OAU

- 1 Click the **Manage Personnel and Subaward Organizations** button on the proposal main page.



**Manage Personnel and Subaward Organizations button**

- 2 Click the **Manage Personnel** link.



**Manage Personnel link**

Version 1.0 (May 2022)

## [How To Guide: Adding or Removing an OAU](#)

**Research.gov**  
ONLINE GRANTS MANAGEMENT  
FOR THE NSF COMMUNITY

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Also see [Access and User Roles FAQ](#)

# Proposal Actions: Manage Personnel

**Manage Personnel (Prime Organization)**  
For Massachusetts Institute of Technology ⓘ

✔ An Other Authorized User has been successfully added to the proposal and will now have the ability to make changes to any section. An email has been sent with instructions for accessing the proposal. All other personnel with access to the proposal will also be notified by email. ✕

ⓘ Senior Personnel Roles   ▶ Video: How to Manage Personnel

Show All ▾      Showing 1-1 of 1

| Senior Personnel |                        |                                       |         |
|------------------|------------------------|---------------------------------------|---------|
| Personnel Name   | Role                   | Organization                          | Actions |
|                  | Principal Investigator | Massachusetts Institute of Technology |         |

Show All ▾      Showing 1-1 of 1

**Other Authorized User(s) - Data preparation only ⓘ**

Add Other Authorized User

| Personnel Name   | Organization                          | Actions              |
|------------------|---------------------------------------|----------------------|
| Christine Maglio | Massachusetts Institute of Technology | Remove from Proposal |

## PI Proposal Actions:

1. Click **Manage Personnel and Subaward Organizations**
2. Click **Manage Personnel** link
3. Click **Add Other Authorized User**
4. Search by **NSF ID** or **email address** associated with NSF ID
5. Click **Add Personnel**

Note: Person added as an OAU receives an email with limited instruction.

# In Progress Proposals (OAU)

## Letters of Intent and Proposals (Preliminary, Full, and Renewal)

### What would you like to work on?

**i** Only users with a Principal Investigator (PI), Sponsored Projects Office (SPO), or Authorized Organizational Representative (AOR) role can prepare new letters of intent. Only users with a Principal Investigator (PI) role can prepare new proposals (including renewals). Additional roles can be requested from the [Add a New Role](#) page.

### Prepare New

Answer a few questions to set up letters of intent or proposals (including [renewals](#) ↗).

Prepare New ▼

**i** What information will n

Prepare New disabled for OAU

### In Progress

Continue working on a previously prepared letter of intent or proposal that has not yet been submitted to the NSF.

Work with In Progress ▼

OAU opens Proposal In Progress

### Submitted and Updates

View or download a submitted letter of intent or proposal. Perform a Proposal File Update/Budget Revision on a submitted proposal.

View/Update Submitted ▼

[Proposal File Update \(PFU\) / Budget Revision](#)

**i** [Proposal Withdrawal](#)

# OAU: Editing a Proposal *In Progress*

Proposal **Title** may be edited and **Where to Apply** may be managed (based on FOA)

Proposal - 91105

Proposal Title: CAREER: Demo [Edit](#)

Funding Opportunity: NSF 22-586 [Edit](#) - Faculty Early Career Development Program

Where to Apply: Directorate For Geosciences (GEO) - Division Of Earth Sciences (EAR), Geophysics [Manage Where to Apply](#)

Proposal Type: Research

Submission Type: Full Proposal

Collaborative Type: Not Collaborative

Due Date: [Select Due Date](#)

Date Type: Deadline Date

| Proposal Actions  | Proposal Sections   | Last Updated | Compliance Status [Key]        |
|---|---|--------------|--------------------------------|
| <a href="#">Manage Personnel and Subaward Organizations</a> | <b>Required</b>   |              |                                |
| <a href="#">Print Proposal</a>                              | Cover Sheet   |              | Form not checked               |
|   | Project Summary   |              | Document unavailable for check |
|   | Project Description   |              | Document unavailable for check |
|   | References Cited  |              | Document unavailable for check |
|   | Budget(s)   |              | Form not checked               |
|   | Budget Justification(s)   |              | Document unavailable for check |
|   | Facilities, Equipment and Other Resources   |              | Document unavailable for check |
|   | Senior Personnel Documents <a href="#">i</a>  |              | Document unavailable for check |
|   | Data Management Plan  |              | Document unavailable for check |
|   | Postdoctoral Mentoring Plan <a href="#">i</a> <i>Conditionally required</i>         |              | Document unavailable for check |
|   | <b>Optional</b>   |              |                                |
|   | Other Personnel Biographical Information <a href="#">i</a>                          |              | Document unavailable for check |
|   | Other Supplementary Documents   |              | Document unavailable for check |
|   | List of Suggested Reviewers (Single Copy Document <a href="#">i</a> )               |              | Document unavailable for check |
|   | List of Reviewers Not to Include (Single Copy Document <a href="#">i</a> )          |              | Document unavailable for check |
|   | Deviation Authorization <a href="#">i</a> (Single Copy Document <a href="#">i</a> ) |              | Document unavailable for check |
|   | Additional Single Copy Documents <a href="#">i</a>                                  |              | Document unavailable for check |

Select **Due Date** and click  to confirm.

**Compliance Status** provide validation Warnings and Errors to be corrected prior to submission

- Proposal Actions (OAU):**
- Manage Personnel and Subaward Organizations
  - Print Proposal

**Note:** does not include *Share Proposal with SPO/AOR* or *Delete Proposal*

# Manage Personnel and Subaward Organizations

| Prime Organization  |                                |                        |  |                                  |
|---|--------------------------------|------------------------|--|----------------------------------|
| Organization Name   | Unique Entity Identifier (UEI) | Principal Investigator | Address  | Actions                          |
| Massachusetts Institute of Technology<br><a href="#">View SAM Legal Business Name</a> | E2NYLCDML6V1                   | <input type="text"/>   | 77 MASSACHUSETTS AVE<br>CAMBRIDGE, MA<br>02139-4301 US | <a href="#">Manage Personnel</a> |

Click to add Co-PI and Key Personnel

| Subaward Organization(s)  |                                |         |         |  |
|---|--------------------------------|---------|---------|--|
| Organization Name   | Unique Entity Identifier (UEI) | Address | Actions |  |
| No Subaward Organizations have been added. Once an organization is added, the personnel for this organization can be specified. |                                |         |         |  |

Add Subaward Organization

Add Subaward Organization: Search by UEI or organization name. Once added, click the *Manage Subaward Personnel* link to add personnel to the subaward. See [Adding or Removing Subaward Organizations](#)

# Add Subaward Organization

## Add Subaward Organization

Search for and add a subaward organization registered with NSF. If the subaward organization has not yet registered, please refer to the [registration instructions](#).

Organization Name  OR Unique Entity Identifier (UEI) [What is a UEI?](#)

Show All  Showing 1-2 of 2

| Select                | Organization Name   | Unique Entity Identifier (UEI) | Address  |
|-----------------------|---|--------------------------------|--|
| <input type="radio"/> | Trustees of Boston University<br><a href="#">View SAM Legal Business Name</a>       | THL6A6JLE1S7                   | 1 SILBER WAY<br>BOSTON, MA 02215-1703 US         |
| <input type="radio"/> | Trustees of Boston University, BUMC<br><a href="#">View SAM Legal Business Name</a> | FBYMGMH4X95                    | 85 E NEWTON ST M-921<br>BOSTON, MA 02118-2340 US |

Show All  Showing 1-2 of 2

Search by organization name or UEI  
Select radio button for organization  
Click **Add Subaward Organization** button

## Add co-Principal Investigator (co-PI)

Search for co-PI:

NSF ID  OR Email

| Select                           | Personnel Name                                  | NSF ID                    | Email      | Organization                      |
|----------------------------------|---|---------------------------|------------|-----------------------------------|
| <input checked="" type="radio"/> | R <input type="text"/> E A <input type="text"/> | 0004 <input type="text"/> | r**@bu.edu | Trustees of Boston University     |
| <input type="radio"/>            | R <input type="text"/> E A <input type="text"/> | 0004 <input type="text"/> | r**@bu.edu | University of Southern California |

# Manage Personnel: Add Co-PI

Add Co-Principal Investigator(s) by searching by NSF ID or email address associated with NSF ID.

NSF ONLINE GRANTS MANAGEMENT FOR THE

Hide Menu

Proposal - 7244

Manage Personnel  
Organizations

Required

Cover Sheet

Project Summary

Project Description

References Cited

Budget(s)

Budget Justification(s)

Facilities, Equipment and Other Resources

Senior Personnel Documents

### Add co-Principal Investigator (co-PI)

Search for co-PI:

NSF ID  OR Email

| Select                           | Personnel Name     | NSF ID    | Email          | Organization                          |
|----------------------------------|--------------------|-----------|----------------|---------------------------------------|
| <input checked="" type="radio"/> | Esmeralda Barreiro | 000861396 | b*****@mit.edu | Massachusetts Institute of Technology |
| <input type="radio"/>            | Esmeralda Barreiro | 000861396 | b*****@mit.edu | National Science Foundation           |

Carole Trainor Principal Investigator Massachusetts Institute of Technology

Show All

# Collaborative Proposals: Linking

## How to Link Proposals

To link separately submitted collaborative proposals:

1. Both the lead and non-lead should each prepare a new proposal
2. The non-lead should coordinate offline to give their proposal's Temporary ID Number to the lead
3. Once in the proposal, the lead can send a request to link
4. The non-lead can accept the link request from within their proposal

## Link Collaborative Proposals

Enter the Temporary ID Number ⓘ of the non-lead proposal you want to link to:

Temporary ID Number

**Note:** Once proposals are linked, the Principal Investigator's contact information will be shared.

Send Link Request

Cancel

Click **Link/View Collaborative Proposals**, enter **Temporary ID Number** of non-lead, click **Send Link Request**.

The request must be accepted by the non-lead organization proposal.

On the **Link/View Collaborative Proposals** The lead organization will see pending link requests, and non-lead organizations that have accepted or rejected link requests.

The non-lead organization(s) will only be able to view the status of the linked lead proposal on the **Link/View Collaborative Proposals** page.

# Lead Collaborative Proposal Sections

Lead proposal information will populate Non-Lead proposals

## Proposal Actions (PI)

- Share Proposal with SPO/AOR
- Manage Personnel and Subaward Organizations
- Link/View Collaborative Proposals (if applicable)
- Print Proposal
- Delete Proposal

**Proposal Title:** Collaborative Research: demo lead [Edit](#)

**Funding Opportunity:** [NSF 23-524](#) - Computer and Information Science and Engineering (CISE): Core Programs, Large Projects

**Where to Apply:** Direct For Computer & Info Scie & Enginr (CSE) - Division Of Computer and Network Systems (CNS), CISE Core: Large Projects  
[Manage Where to Apply](#)

**Proposal Type:** Research

**Submission Type:** Full Proposal

**Collaborative Type:** Separately submitted by multiple organizations (Lead proposal)

\* Due Date: [Select Due Date](#)

[Date Type: Window](#)

| Proposal Actions                            | Proposal Sections  | Last Updated | Compliance Status [Key]        |
|---|--|--------------|--------------------------------|
| Share Proposal with SPO/AOR                 | <b>Required</b>  |              |                                |
| Manage Personnel and Subaward Organizations | Cover Sheet  |              | Form not checked               |
| Link/View Collaborative Proposals           | Project Summary  |              | Document unavailable for check |
| Print Proposal                              | Project Description  |              | Document unavailable for check |
| Delete Proposal                             | References Cited   |              | Document unavailable for check |
|   | Budget(s)  |              | Form not checked               |
|   | Budget Justification(s)  |              | Document unavailable for check |
|   | Facilities, Equipment and Other Resources                            |              | Document unavailable for check |
|   | Senior Personnel Documents   |              | Document unavailable for check |
|   | Data Management Plan   |              | Document unavailable for check |
|   | Postdoctoral Mentoring Plan<br><small>Conditionally required</small> |              | Document unavailable for check |
|   | <b>Optional</b>  |              |                                |
|   | Other Personnel Biographical Information                             |              | Document unavailable for check |
|   | Other Supplementary Documents  |              | Document unavailable for check |
|   | List of Suggested Reviewers (Single Copy Document)                   |              | Document unavailable for check |
|   | List of Reviewers Not to Include (Single Copy Document)              |              | Document unavailable for check |
|   | Deviation Authorization (Single Copy Document)                       |              | Document unavailable for check |
|   | Additional Single Copy Documents                                     |              | Document unavailable for check |

Due Date will populate Non-Lead.

Lead Collaborative Proposal **Required** and **Optional** sections

# Non-Lead Collaborative Proposal Sections

Due Date populated from Lead proposal.

Upon acceptance of the link request by the non-lead proposal, this proposal will inherit the following information from the lead proposal: **Proposal Title, Funding Opportunity, Where to Apply, Proposal Type, Submission Type and Due Date.** Provide the lead organization your proposal's Temporary ID Number - 11618 so the lead organization can send you a proposal link request.

**Proposal Title:** Collaborative Research: demo [Edit](#)

**Funding Opportunity:** [NSF 23-520](#) - Training-based Workforce Development for Advanced Cyberinfrastructure

**Where to Apply:** Direct For Computer & Info Scie & Enginr (CSE) - Office of Advanced Cyberinfrastructure ( OAC), CyberTraining - Training-based

**Proposal Type:** Research

**Submission Type:** Full Proposal

**Collaborative Type:** Separately submitted by multiple organizations (Non-lead proposal)

Due Date: Inherited from the Lead Proposal [Date Types](#)

| Proposal Actions   | Proposal Sections                                       | Last Updated | Compliance Status <a href="#">[Key]</a> |
|--|---|--------------|---|
| <a href="#">Share Proposal with SPO/AOR</a><br><a href="#">Manage Personnel and Subaward Organizations</a><br><a href="#">Link/View Collaborative Proposals</a><br><a href="#">Print Proposal</a><br><a href="#">Delete Proposal</a> | <b>Required</b>   |              |   |
|  | Cover Sheet   |              | Form not checked                        |
|  | Budget(s)   |              | Form not checked                        |
|  | Budget Justification(s)                                 |              | Document unavailable for check          |
|  | Facilities, Equipment and Other Resources               |              | Document unavailable for check          |
|  | Senior Personnel Documents                              |              | Document unavailable for check          |
|  | <b>Optional</b>   |              |   |
|  | Other Personnel Biographical Information                |              | Document unavailable for check          |
|  | Other Supplementary Documents                           |              | Document unavailable for check          |
|  | List of Suggested Reviewers (Single Copy Document)      |              | Document unavailable for check          |
|  | List of Reviewers Not to Include (Single Copy Document) |              | Document unavailable for check          |
|  | Deviation Authorization (Single Copy Document)          |              | Document unavailable for check          |
|  | Additional Single Copy Documents                        |              | Document unavailable for check          |

**Proposal Actions (PI)**

- Share Proposal with SPO/AOR
- Manage Personnel and Subaward Organizations
- Link/View Collaborative Proposals
- Print Proposal
- Delete Proposal

**Proposal Details**

**Proposal Status:** Not Shared with SPO/AOR

**Helpful Links**

- [View Submitted Proposals](#)
- [Proposal and Award Policies and Procedures Guide \(PAPPG\)](#)
- [Demo Site FAQs](#)

Information populated from Lead proposal

## Proposal Actions (PI)

- Share Proposal with SPO/AOR
- Manage Personnel and Subaward Organizations
- Link/View Collaborative Proposals (if applicable)
- Print Proposal
- Delete Proposal

Non-Lead Collaborative Proposal *Required* and *Optional* sections



# COA Compliance Check

## Collaborations and Other Affiliations

WARNING explains problem saving data in template.

- Link to PAPPG and helpful Video.

Collaborators and Other Affiliations -

⚠ Your file contains the following warning(s):

- One or more COA template cells could not be saved. Look for differences between the preview and the COA template data, such as truncated or excluded data. If changes are needed to the COA template, delete the previously uploaded template file, and upload the revised COA template file.

✔ Your file has been uploaded successfully. ✕

### Step 1: Complete the Collaborators and Other Affiliations Template

- Download the **required** [Collaborators and Other Affiliations template](#) and follow the instructions
- View [Frequently Asked Questions](#) for additional information
- NSF uses the information in this Single Copy Document to manage reviewer selection, and it is not seen by reviewers. For more on [potential review conflicts](#) see the PAPPG.

[Collaborators and Other Affiliations \(PAPPG\)](#)

[Video: How to Upload a Collaborators and Other Affiliations Document](#)

### Step 2: Upload the completed Collaborators and Other Affiliations Template

- Only one file can be uploaded
- Your file should **not** contain page numbers, as they will be added automatically by the system
- Accepted file types include: .xlsx
- After selecting your template file, a preview will be displayed for your confirmation
- Maximum file size permitted is 10 MB

Browse for file to upload

Browse ...

 coa\_t[ ] .pdf  Delete

# Automated Proposal Compliance Checking



Proposal preparation requirements as outlined in the NSF PAPPG 23-1 are checked during proposal preparation and submission activities.

See [Automated Compliance Checking of NSF Proposals](#) for updated details.

## AUTOMATED PROPOSAL COMPLIANCE CHECKS PERFORMED BY RESEARCH.GOV AS OF MAY 2, 2022

Scroll down to view each Research.gov automated compliance checks table or use the links below:

- [I. Full Proposals](#)
- [II. Preliminary Proposals](#)
- [III. Letters of Intent](#)
- [IV. Renewal Proposals](#)
- [V. Accomplishment-Based Renewal Proposals](#)

### LEGEND

✓ = The system runs a compliance check and an Error or Warning message will be displayed (as noted in the "Error/Warning" column) if the proposal fails the compliance check.

N/A = The system does not run a compliance check because the proposal rule doesn't apply for this type of proposal.

☐ = Checks only performed by Research.gov.

## AUTOMATED PROPOSAL COMPLIANCE CHECKS PERFORMED BY RESEARCH.GOV AS OF MAY 2, 2022 FOR FULL PROPOSALS

| #                              | COMPLIANCE CHECK   | ERROR/<br>WARNING | TYPE OF PROPOSAL |          |       |       |       |       |              |       |            |           |        |        |                            |            |
|--------------------------------|--|-------------------|------------------|----------|-------|-------|-------|-------|--------------|-------|------------|-----------|--------|--------|----------------------------|------------|
|                                |  |                   | RESEARCH         | PLANNING | RAPID | EAGER | RAISE | GOALI | IDEAS<br>LAB | FASED | CONFERENCE | EQUIPMENT | TRAVEL | CENTER | RESEARCH<br>INFRASTRUCTURE | FELLOWSHIP |
| PROPOSAL SECTION EXISTS CHECKS |  |                   |                  |          |       |       |       |       |              |       |            |           |        |        |                            |            |
| 1                              | Project Summary is required.   | Error             | ✓                | ✓        | ✓     | ✓     | ✓     | ✓     | ✓            | ✓     | ✓          | ✓         | ✓      | ✓      | ✓                          | ✓          |
| 2                              | Project Description is required.   | Error             | ✓                | ✓        | ✓     | ✓     | ✓     | ✓     | ✓            | ✓     | ✓          | ✓         | ✓      | ✓      | ✓                          | ✓          |
| 3                              | References Cited is required ( <a href="#">see note 4</a> ).   | Error             | ✓                | ✓        | ✓     | ✓     | ✓     | ✓     | ✓            | ✓     | N/A        | ✓         | N/A    | ✓      | ✓                          | ✓          |
| 4                              | Budget Justification(s) is required.   | Error             | ✓                | ✓        | ✓     | ✓     | ✓     | ✓     | ✓            | ✓     | ✓          | ✓         | ✓      | ✓      | ✓                          | ✓          |
| 5                              | Facilities, Equipment and Other Resources is required (conditionally required for Conference and Travel proposals).                | Error             | ✓                | ✓        | ✓     | ✓     | ✓     | ✓     | ✓            | ✓     | ✓          | ✓         | ✓      | ✓      | ✓                          | ✓          |
| 6                              | Biographical Sketch is required for each PI/co-PI/Senior Personnel ( <a href="#">see notes 4 &amp; 5</a> ).                        | Error             | ✓                | ✓        | ✓     | ✓     | ✓     | ✓     | ✓            | ✓     | N/A        | ✓         | N/A    | ✓      | ✓                          | ✓          |
| 7                              | Current and Pending Support is required for each PI/co-PI/Senior Personnel.  | Error             | ✓                | ✓        | ✓     | ✓     | ✓     | ✓     | ✓            | ✓     | ✓          | ✓         | ✓      | ✓      | ✓                          | ✓          |
| 8                              | Collaborators and Other Affiliations is required (conditionally required for Conference proposals) ( <a href="#">see note 5</a> ). | Error             | ✓                | ✓        | ✓     | ✓     | ✓     | ✓     | ✓            | ✓     | ✓          | ✓         | ✓      | ✓      | ✓                          | ✓          |
| 9                              | Data Management Plan is required   | Error             | ✓                | ✓        | ✓     | ✓     | ✓     | ✓     | ✓            | ✓     | ✓          | ✓         | ✓      | ✓      | ✓                          | ✓          |
| 10                             | Postdoctoral Mentoring Plan is required if funding is requested to support postdoctoral researchers.                               | Error             | ✓                | ✓        | ✓     | ✓     | ✓     | ✓     | ✓            | ✓     | ✓          | ✓         | ✓      | ✓      | ✓                          | ✓          |

# Project Summary Compliance Checking

## Project Summary

### Project Summary

Give Feedback >

- ❗ Your file contains the following error(s). Please update your file and try uploading it again.
- Your file does not include the required document section heading(s) of [Overview, Intellectual Merit, Broader Impacts]

#### Content Instructions for Project Summary:

- The document must conform to solicitation-specific and PAPPG instructions
- Please refer to the [Format of the proposal \(PAPPG\)](#) for all margin, spacing, font type and size requirements
- Your file must include three separate section headers: Overview, Intellectual Merit, and Broader Impacts. To be valid, a heading must be on its own line with no other text on that line.
- File cannot exceed one page

[Project Summary \(PAPPG\)](#)

#### File Instructions for Project Summary:

- Only one file can be uploaded
- Your file should **not** contain page numbers, as they will be added automatically by the system
- Accepted file types include: PDF
- Maximum file size permitted is 10 MB

Browse for file to upload

Browse ...

Upload  
file

ERROR (hard stop) explains formatting that must be corrected.

Provides specific content and format requirements, including:

- Your file must include three separate section headers: Overview, Intellectual Merit, and Broader Impacts. **To be valid, a heading must be on its own line with no other text on that line.**

# Project Summary Compliance Checking

## Project Summary

Give Feedback >

❗ Your file contains the following error(s). Please update your file and try uploading it again.

- Your file cannot exceed one page

### Content Instructions for Project Summary:

- The document must conform to solicitation-specific and PAPPG instructions
- Please refer to the [Format of the proposal \(PAPPG\)](#) for all margin, spacing, font type and size requirements
- Your file must include three separate section headers: Overview, Intellectual Merit, and Broader Impacts. To be valid, a heading must be on its own line with no other text on that line.
- File cannot exceed one page

[Project Summary \(PAPPG\)](#)

### File Instructions for Project Summary:

- Only one file can be uploaded
- Your file should **not** contain page numbers, as they will be added automatically by the system
- Accepted file types include: PDF
- Maximum file size permitted is 10 MB

Browse for file to upload

Browse ...

Upload  
file

## Project Summary

ERROR (hard stop) explains the file exceeds page limit.

Provides specific content and format requirements, including:

- File cannot exceed one page
- File should **not** contain page numbers, as they will be added automatically by the system
- Accepted file type: PDF
- Maximum file size permitted is 10 MB

# Project Description Compliance Checking

## Project Description

Give Feedback >

- ❗ Your file contains the following error(s). Please update your file and try uploading it again.
  - Your file contains a hyperlink (URL) to a website, which is not allowed in the Project Description. Please ensure the Project Description content does not include any hyperlinks.

### Content Instructions for Project Description:

- The document must conform to solicitation-specific and PAPPG instructions
- Please refer to the [Format of the proposal \(PAPPG\)](#) for all margin, spacing, font type and size requirements
- Your file must include a separate section header for Broader Impacts. To be valid, a heading must be on its own line with no other text on that line.
- Refer to the funding opportunity for page limit guidance. The system will enforce the page limit requirements identified in the funding opportunity. If the funding opportunity does not provide a page limit for the project description, the 15-page limit will be enforced.
- Hyperlinks (URLs) must not be used in the Project Description

[Project Description \(PAPPG\)](#)

[Funding Opportunity - NSF 21-591](#)

### File Instructions for Project Description:

- Only one file can be uploaded
- Your file should **not** contain page numbers, as they will be added automatically by the system
- Accepted file types include: PDF
- Maximum file size permitted is 10 MB

Browse for file to upload

Browse ...

Upload  
file

## Project Description

ERROR (hard stop) explains formatting that must be corrected.

Provides links to NSF PAPPG and solicitation specific requirements.

- Your file must include a separate section header for **Broader Impacts**. To be valid, a heading must be on its own line with no other text on that line.
- Hyperlinks (URLs) must not be used in the Project Description
- Accepted file type: PDF

# Senior Personnel Documents

## Senior Personnel Documents

Give Feedback >

Video: How to Manage Senior Personnel Documents

Expand all | Collapse all

Manage Personnel and Subaward Organizations

| Personnel Name  | Role                      | Organization                          |
|---|---------------------------|---------------------------------------|
| Carole Trainor  | Principal Investigator    | Massachusetts Institute of Technology |
| <b>Documents</b>  |                           |                                       |
| Biographical Sketch   | 02/14/2022 11:15 PM EST   | ✓ No issue(s) found                   |
| Current and Pending Support                                   |                           | Document unavailable for check        |
| Collaborators and Other Affiliations (Single Copy Document ⓘ) |                           | Document unavailable for check        |
| Esmeralda Barreiro  | co-Principal Investigator | Massachusetts Institute of Technology |
| <b>Documents</b>  |                           |                                       |
| Biographical Sketch   |                           | Document unavailable for check        |
| Current and Pending Support                                   |                           | Document unavailable for check        |
| Collaborators and Other Affiliations (Single Copy Document ⓘ) |                           | Document unavailable for check        |

## Senior Personnel Documents

For each Senior Personnel, expand to view and upload documents.

Click on a Senior Personnel Document type to upload a PDF. Automated Proposal Compliance Checking will be completed and either specify error or indicate ***No issue(s) found.***

# Biographical Sketch Compliance Checking

## Biographical Sketch - Esmeralda Barreiro

Give Feedback >

- ❗ Your file contains the following error(s). Please update your file and try uploading it again.
  - The Biographical Sketch file you attempted to upload is not an NSF-approved format or is not the current version of the approved format. View guidance on the [NSF-approved Formats for Biographical Sketch](#) policy page and re-upload your file using the current version of an approved format.

### Step 1: Complete an NSF-approved format file for Biographical Sketch

- Users must submit Biographical Sketch documents in an NSF-approved format, such as [SciENcv](#). A list of approved formats and policy guidance are available at the [NSF-Approved Formats for Biographical Sketch](#) policy page.
- File cannot exceed three pages
- Collaborators and other affiliations should not be included in the Biographical Sketch, as it is now provided as a Single Copy Document for each individual identified as senior personnel

Biographical Sketch(es) (PAPPG)

### Step 2: Upload the completed NSF-approved format file for Biographical Sketch

- Only one file can be uploaded
- Your file should **not** contain page numbers, as they will be added automatically by the system
- Accepted file types include: PDF
- Maximum file size permitted is 10 MB

Browse for file to upload

Browse ...

Upload file

## Biographical Sketch

Checks for NSF-approved format. Will error and not allow upload if not approved format or correct version.

Provides links to download [NSF-Approved Formats for Biographical Sketch](#) and access [SciENcv](#) for creating a document in the approved formats.

- File cannot exceed three pages
- Collaborators and other affiliations should not be included in the Biographical Sketch, as it is now provided as a Single Copy Document for each individual identified as senior personnel.

# C&PS Compliance Checking

## Current & Pending Support

### Current and Pending Support - Esmeralda Barreiro

Give Feedback >

❗ Your file contains the following error(s). Please update your file and try uploading it again.

- The Current and Pending Support file you attempted to upload is not an NSF-approved format or is not the current version of the approved format. View guidance on the [NSF-approved Formats for Current and Pending Support](#) policy page and re-upload your file using the current version of an approved format.

#### Step 1: Complete an NSF-approved format file for Current and Pending Support

- Users must submit Current and Pending Support documents in an NSF-approved format, such as [SciENCv](#). A list of approved formats and policy guidance are available at the [NSF-Approved Formats for Current and Pending Support](#) policy page.
- Current and Pending Support must include ongoing projects and proposals (including this project), and any subsequent funding in the case of continuing grants

Current and Pending Support  
(PAPPG) [↗](#)

#### Step 2: Upload the completed NSF-approved format file for Current and Pending Support

- Only one file can be uploaded
- Your file should **not** contain page numbers, as they will be added automatically by the system
- Accepted file types include: PDF
- Maximum file size permitted is 10 MB
- Current and Pending Support files that are uploaded using the NSF-approved fillable PDF format will only display the pages with data entered on the page. Any blank pages will be removed from the file but the pages will not be renumbered. Uploaded SciENCv files will display all pages.

Browse for file to upload

Browse ...

Checks for NSF-approved format. Will error and not allow upload if not approved format or correct version.

Provides step-by-step instructions and link to PAPPG section on Current and Pending Support

Any blank pages will be removed from display

Reminder: For consistency, 0.00 should not be used (please use 0.01)

# Budget

Budget (Prime Organization)  
For Massachusetts Institute of Technology

Give Feedback >

\$36,860  
Total Requested Amount

Video: How to Work on a Proposal Budget

Expand all rows | Collapse all rows      Years in Budget: 2      Add Year      Delete Year

| Section  | Year 1      |        |          | Year 2      |        |          | Total Funds Requested |
|--|-------------|--------|----------|-------------|--------|----------|-----------------------|
|  | # Personnel | Months | Funds    | # Personnel | Months | Funds    |                       |
| <b>A. Senior Personnel</b> [Manage]                      | 2           | 1.75   | \$12,000 | 2           | 1.75   | \$12,360 | \$24,360              |
| Carole Trainor (PI)                                      |             | 0.5    | \$ 4,500 |             | 0.5    | \$ 4,635 | \$9,135               |
| Esmeralda Barreiro (co-PI)                               |             | 1.25   | \$ 7,500 |             | 1.25   | \$ 7,725 | \$15,225              |
| <b>B. Other Personnel</b>                                | 0           |        | \$0      | 0           |        | \$0      | \$0                   |
| Postdoctoral Scholars                                    | 0           | 0.00   | \$ 0     | 0           | 0.00   | \$ 0     | \$0                   |
| Other Professionals                                      | 0           | 0.00   | \$ 0     | 0           | 0.00   | \$ 0     | \$0                   |
| Graduate Students  | 0           |        | \$ 0     | 0           |        | \$ 0     | \$0                   |
| Undergraduate Students                                   | 0           |        | \$ 0     | 0           |        | \$ 0     | \$0                   |
| Administrative/Clerical                                  | 0           |        | \$ 0     | 0           |        | \$ 0     | \$0                   |
| Other  | 0           |        | \$ 0     | 0           |        | \$ 0     | \$0                   |
| <b>C. Fringe Benefits</b>                                |             |        | \$0      |             |        | \$0      | \$0                   |
|  |             |        | \$ 0     |             |        | \$ 0     |                       |
| <b>Total Salaries, Wages &amp; Fringe Benefits (A-C)</b> |             |        | \$12,000 |             |        | \$12,360 | \$24,360              |

Inline help including a video [How to Work on a Proposal Budget](#)

Add Year

View budget Years side by side

Enter Personnel Direct Costs, Additional Direct Costs, and Indirect Costs.

Scroll down to **Save, Preview/Print, or Cancel**

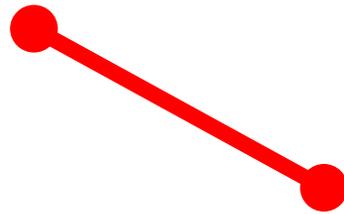
Save
Preview/Print

i
Cancel



# Sharing Proposal with SPO/AOR (PI)

- ERRORS (hard stop) must be corrected prior to sharing with SPO/AOR
- WARNINGS (yellow) may be corrected but are not required to share with SPO/AOR
- Once proposal passes validation, PI will then be navigated to the Share Proposal with SPO/AOR screen.



Share Proposal with SPO/AOR

Share the proposal with the [Sponsored Projects Office \(SPO\)](#) and [Authorized Organizational Representative \(AOR\)](#) by changing the assigned access to the proposal. Any errors or warnings associated with proposal are also shown below.

**Current SPO/AOR Proposal Access** Change Proposal Access

The SPO/AOR can be given permission to view or edit the proposal, and the AOR can be given an additional permission to submit.

|   |  |
|---|--|
| <b>Sponsored Projects Office (SPO)</b><br>Proposal not shared | <b>Authorized Organizational Representative (AOR)</b><br>Proposal not shared |
|---|--|

**Submission Errors and Warnings** Collapse

**❗ The following error(s) must be fixed prior to submitting the proposal.**

- Cover Sheet**
  - Proposed Duration cannot be zero or blank
- Project Summary**
  - The Project Summary has not been provided and is required before submission
- Project Description**
  - The Project Description has not been provided and is required before submission
- References Cited**
  - The References Cited has not been provided and is required before submission
- Budget(s)**
  - An Individual(s) identified in the senior personnel category needs months and funds entered for at least one year. Please remove them from the budget if you will not be requesting funds for them (Massachusetts Institute of Technology)
- Budget Justification(s)**
  - The Budget Justification(s) has not been provided and is required before submission (Massachusetts Institute of Technology)
  - The Budget Justification(s) has not been provided and is required before submission (Harvard University)
- Facilities, Equipment and Other Resources**
  - The Facilities, Equipment and Other Resources has not been provided and is required before submission
- Biographical Sketch**
  - The Biographical Sketch has not been provided for William Frank and is required for each Senior Personnel before submission
- Current and Pending Support**
  - The Current and Pending Support has not been provided for William Frank and is required for each Senior Personnel before submission
- Collaborators and Other Affiliations**
  - The Collaborators and Other Affiliations has not been provided for William Frank and is required for each Senior Personnel before submission
- Data Management Plan**
  - The Data Management Plan has not been provided and is required before submission

**⚠ The following warning(s) are recommended to be checked prior to submitting the proposal.**

- Cover Sheet**
  - A Requested Start Date has not been entered

Back to Proposal

# Sharing Proposal with SPO/AOR (PI)

## Change Proposal Access for SPO/AOR

Select the level of proposal access you would like to give to the Sponsored Projects Office (SPO) and Authorized Organizational Representative (AOR). Other personnel's access to the proposal can be updated from [Manage Personnel](#).

| SPO/AOR Proposal Access  |   |  |
|--|---|--|
| Personnel Type   | Proposal Access   | Actions                                |
| Sponsored Projects Office (SPO) & Authorized Organizational Representative (AOR) | <input type="radio"/> Proposal not shared<br><input type="radio"/> View only access<br><input checked="" type="radio"/> Edit access<br><input checked="" type="checkbox"/> Allow proposal submission (AOR only) | <a href="#">View SPO/AOR Personnel</a> |

On each Temp Proposal, Lead and Non-Lead organizations allow SPO/AOR to **View, Edit and Submit**.

## Share Proposal with SPO/AOR

[Give Feedback >](#)

Share the proposal with the [Sponsored Projects Office \(SPO\)](#) and [Authorized Organizational Representative \(AOR\)](#) by changing the assigned access to the proposal. Any errors or warnings associated with proposal are also shown below.

### Current SPO/AOR Proposal Access

[Change Proposal Access](#)

The SPO/AOR can be given permission to view or edit the proposal, and the AOR can be given an additional permission to submit.

**Sponsored Projects Office (SPO)**  
Proposal not shared

**Authorized Organizational Representative (AOR)**  
Proposal not shared

### Submission Errors and Warnings

[Expand >](#)

# Print Proposal & Upload Attachment to KC

Proposal - 7244

Give Feedback >

**Demo site information:**

- In the proposal preparation demo site, you will be able to perform all proposal preparation functions that a PI would be able to do in the actual system
- All active compliance checks in the actual system will also apply in the demo site
- No system-generated email notifications will be created or sent when performing any actions in the demo site
- Proposals created in the demo site will not be displayed in the actual system, and demo proposal data cannot be transferred to the actual system

**Proposal Title:** Cocoa Bioactives and Short-term Memory enhancement [Edit](#)

**Funding Opport...** [NSF 22-570](#) - Solar, Heliospheric, and INterplanetary Environment

**Where to Apply:** Directorate For Geosciences (GEO) - Div Atmospheric & Geospace Sciences (AGS), SOLAR-TERRESTRIAL

**Proposal Type:** Research

**Submission Type:** Full Proposal

**Collaborative Ty...** Not Collaborative

**Proposal Actions**

- Share Proposal with SPO/AOR
- Manage Personnel and Subaward Organizations
- Print Proposal
- Delete Proposal

**Proposal Details**

**Proposal Status:** Not Shared with SPO

**Helpful Links**

- View submitted proposals
- Proposal and Award Policies and Procedures Guide (PAPPG)

**Proposal Sections** Last Updated

**Required**

| Section                    | Last Updated | Status                         |
|----------------------------|--------------|--------------------------------|
| Cover Sheet                | 02/13/2022   | Document unavailable for check |
| Project Summary            |              | Document unavailable for check |
| Project Description        |              | Form not checked               |
|                            |              | Document unavailable for check |
|                            |              | Document unavailable for check |
| Senior Personnel Documents |              | Document unavailable for check |
| Data Management Plan       |              | Document unavailable for check |

Print Proposal to download a PDF

**Note:** For submitted Collaborative proposals, the header of each lead and non-lead organization proposal page will display the name of the respective PI, and the assigned Proposal Number. The formatting of this display is:  
Submitted/PI: [PI First Name Last Name] /Proposal No: [Proposal Number].

| COVER SHEET FOR PROPOSAL TO THE NATIONAL SCIENCE FOUNDATION  |                  |  |  |   |   |
|--|------------------|--|--|---|---|
| PROGRAM ANNOUNCEMENT/SOLICITATION NO./DUE DATE<br>NSF 22-570 10/07/2022  |                  |  | <input type="checkbox"/> Special Exception to Deadline Date Policy |   | FOR NSF USE ONLY<br>NSF PROPOSAL NUMBER |
| FOR CONSIDERATION BY NSF ORGANIZATION UNIT(S) (Indicate the most specific unit known, i.e. program, division, etc.)<br>AGS - SOLAR-TERRESTRIAL   |                  |  |  |   |   |
| DATE RECEIVED  | NUMBER OF COPIES | DIVISION ASSIGNED  | FUND CODE  | DUNS# (Data Universal Numbering System)   | FILE LOCATION                           |
|  | 1                | 06020000 AGS   | 1523   | 001425594   |   |
| EMPLOYER IDENTIFICATION NUMBER (EIN) OR TAXPAYER IDENTIFICATION NUMBER (TIN)<br>042-10-3594  |                  | SHOW PREVIOUS AWARD NO. IF THIS IS<br><input type="checkbox"/> A RENEWAL<br><input type="checkbox"/> AN ACCOMPLISHMENT-BASED RENEWAL |  | IS THIS PROPOSAL BEING SUBMITTED TO ANOTHER FEDERAL AGENCY? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> IF YES, LIST ACRONYM(S) |   |
| <input checked="" type="checkbox"/> RESEARCH <input type="checkbox"/> EDUCATION <input type="checkbox"/> OTHER <input checked="" type="checkbox"/> COLLABORATIVE STATUS <input type="checkbox"/> Non-Collaborative |                  |  |  |   |   |

Review the printed proposal prior to uploading to KC

# KC System of Record



PI must create proposal  
PI can add a **PIN** so that OAU's can edit  
As soon as created, the PI should give AOR Access to **View, Edit and Submit**.

Research.gov print proposal upload to KC as Attachment

RAS CA / Liaison

Submission



**Merit Review & Processing**



PI and Co-I certification  
Subaward organization(s)  
Upload Research.gov export as Attachment  
Summary budget or Detailed Budget  
Compliance / Special reviews  
Route for internal approval

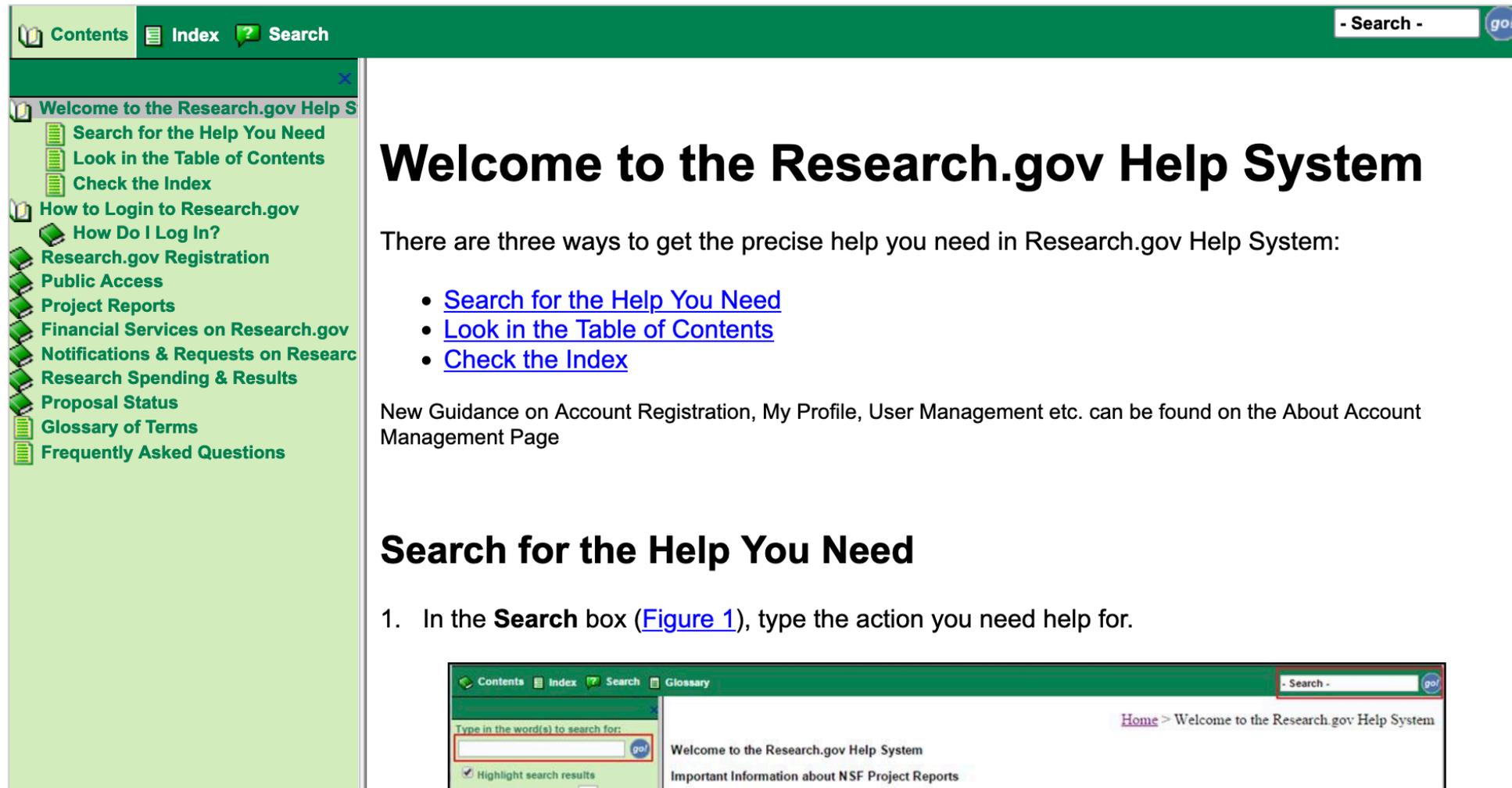
RAS CA / Liaison

**APPROVED & SUBMITTED**

**KC Institute Proposal (Pending)**

# Research.gov Help System

[https://www.research.gov/common/robohelp/public/WebHelp/Research.htm#Welcome to the Research gov Help System.htm](https://www.research.gov/common/robohelp/public/WebHelp/Research.htm#Welcome%20to%20the%20Research%20gov%20Help%20System.htm)



The screenshot displays the Research.gov Help System interface. At the top, there is a green navigation bar with links for 'Contents', 'Index', and 'Search', along with a search box containing '- Search -' and a 'go!' button. Below the navigation bar is a left-hand menu with various help topics, including 'Welcome to the Research.gov Help System', 'Search for the Help You Need', 'Look in the Table of Contents', 'Check the Index', 'How to Login to Research.gov', 'Research.gov Registration', 'Public Access', 'Project Reports', 'Financial Services on Research.gov', 'Notifications & Requests on Research.gov', 'Research Spending & Results', 'Proposal Status', 'Glossary of Terms', and 'Frequently Asked Questions'. The main content area features a large heading 'Welcome to the Research.gov Help System' and a paragraph stating: 'There are three ways to get the precise help you need in Research.gov Help System:'. Below this are three bullet points: 'Search for the Help You Need', 'Look in the Table of Contents', and 'Check the Index'. A paragraph follows: 'New Guidance on Account Registration, My Profile, User Management etc. can be found on the About Account Management Page'. A section titled 'Search for the Help You Need' contains a numbered list: '1. In the Search box (Figure 1), type the action you need help for.' Below this list is a smaller screenshot of the search interface, showing a search box with a red border and a 'go!' button, and a breadcrumb trail: 'Home > Welcome to the Research.gov Help System'.

# NSF Policy Outreach Office Resource Center

Use the filters below to narrow your search and quickly find the resources you're looking for.

Search

Search...

SEARCH

Year

2016

2017

2022 NSF Policy Office Webinar Series - January Webinar: Current and Pending Support

VIEW NOW

Fall 2021 Virtual Grants Conference: Introduction and NSF Overview

VIEW NOW

Fall 2021 Virtual Grants Conference: Proposal Preparation

VIEW NOW

Resources address Proposal Preparation, Merit Review, Award Policy, and more ...

<https://nspolicyoutreach.com/resource-center/>

# Get Notified!

## GET NOTIFIED

To stay informed about NSF Proposal & Award-Related News and Upcoming Events sign up below.

First Name:

Last Name:

Salutation:

Email:

Alternative Email Address:

Job Title:

Institution/Organization:

Research Discipline or Research Administration Focus :

Please indicate your position type:

What would you like to receive emails about? :

To stay informed about NSF Proposal & Award-Related News and Upcoming Events, Click the link below and register for updates on NSF webinars, newsletters, and conferences:

[NSF Policy Outreach - Get Notified](#)

# Feedback

We are providing a **QR Code** for you to access a **RAP learning session feedback survey** via your phone or mobile device.



I will also provide the link [https://mit.co1.qualtrics.com/jfe/form/SV\\_0U50Cn0YWfV5aDc](https://mit.co1.qualtrics.com/jfe/form/SV_0U50Cn0YWfV5aDc) to access the form via the web and in a follow up email.



# NSF Resources

- Research.gov [About Proposal Preparation and Submission](#) page: Frequently Asked Questions (FAQs) by topic, video tutorials, and how- to guides
- [Research.gov Proposal Preparation Demo Site](#) (You will be prompted to sign in to Research.gov if you are not already signed in.)
- Research.gov [About Supplemental Funding Request Preparation and Submission](#) page: FAQs by topic
- [Research.gov Supplemental Funding Requests Demo Site](#) (You will be prompted to sign in to Research.gov if you are not already signed in.)
- **Video Tutorials**  
The Research.gov Proposal Demo video on the About Proposal Preparation and Submission page [Video Tutorials tab](#) shows how to initiate a new proposal, manage Personnel, work on a Budget, as well as other key proposal preparation steps.
- **NSF Help Desk**  
IT system-related and technical questions may be directed to the NSF Help Desk at 1-800-381-1532 (7:00 AM - 9:00 PM ET; Monday - Friday except federal holidays) or via [rgov@nsf.gov](mailto:rgov@nsf.gov) .

# NSF: FastLane System Decommissioning

*Research.gov Proposal and Supplemental Funding Request Training Resources:*

- Research.gov [About Proposal Preparation and Submission](#) page: Frequently Asked Questions (FAQs) by topic, video tutorials, and how-to guides
- [Research.gov Proposal Preparation Demo Site](#) (You will be prompted to sign in to Research.gov if you are not already signed in.)
- Research.gov [About Supplemental Funding Request Preparation and Submission](#) page: FAQs by topic
- [Research.gov Supplemental Funding Requests Demo Site](#) (You will be prompted to sign in to Research.gov if you are not already signed in.)

# Questions – Help

- [RAS Contract Administrator](#)
- [RA-Help@mit.edu](mailto:RA-Help@mit.edu)