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| --- | --- |
| [ ]  | **Check Package for Errors** |

# **Single Copy Document**

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| --- |
|[ ]  Authority to Deviate from Proposal Prep. Requirements (if applicable) |
|[ ]  Suggested Reviewers or Reviewers Not to Include (optional) |
|[ ]  Collaborators & Other Affiliation Information for each Senior Project Personnel + |

# **Cover Page\***

|  |
| --- |
|[ ]  Program Announcement/Solicitation # & Due Date |
|[ ]  EIN/Name of Organization/Primary Place of Performance*Henry Admin Bldg., 506 Wright Street, Urbana, IL 61801* |
|[ ]  For Renewals, previous award number is provided |
|[ ]  If related to Preliminary proposal number enter proposal no. |
|[ ]  Title of Proposed Project |
|[ ]  Requested Amount/Proposed Duration/Requested Starting Date  |
|[ ]  Indicate Type of Proposal  |
|[ ]  Human Subjects – Assurance Number 00008584, Status of Approval (if applicable) |
|[ ]  Animal Subjects – Assurance Number A3118-01, Status of Approval (if applicable) |
|[ ]  International Activities – max of 5 (XX, unknown location) (if applicable) |
|[ ]  Collaborative status provided |
| [ ]  | Safe and Inclusive Working Environment |

# **For Collaborative Proposals\***

|  |
| --- |
|[ ]  Requested Starting Date match |
|[ ]  Titles begin with “Collaborative Research:” & match between all collaborators |
|[ ]  Announcement numbers match |

# **Project Summary**

|  |
| --- |
|[ ]  All 3 sections are complete – Overview, Intellectual Merit, & Broader Impacts |
|[ ]  Limited to 1 page  |

# **Project Description**

|  |
| --- |
|[ ]  Meets page limit (15 p. typically, otherwise per FOA) |
|[ ]  Include separate “Broader Impacts” section |
|[ ]  No URLS |
|[ ]  Results from Prior NSF Support section (5-page limit)*Indication of received NSF support for any PI or Co-PI listed**Award with an end date in the past 5 years.* ***NSF award number, $ amount, period of support, title of project, Separate sections for Broader Impacts & Intellectual Merit, Publications or include in references******If none, please indicate: No Prior Support and list specific PI or CO-PIs*** |

# **References**

|  |
| --- |
|[ ]  All author names listed, fully written out (i.e. no “et al”) |

# **Biographical Sketch(es)\*+**

# ***template date 1/30/23 or SciENcv***

|  |
| --- |
|[ ]  3-page limit per person |
|[ ]  Professional Preparation – ***Reverse Chronological order*** |
|[ ]  Appointments in **R*everse Chronological order***  |
|[ ]  Products – limit 5 closely related products & limit of 5 other significant products |
|[ ]  Synergistic activities – limit of 5  |
| [ ]  | Certification signature  |

# **Budget\*+**

|  |
| --- |
|[ ]  Meets guideline specifics for allowed costs |
|[ ]  Meets guideline minimum or maximum dollar amount |
|[ ]  Matches internal budget |

# **Budget Justification\*+**

|  |
| --- |
|[ ]  5-page limit for lead and each subaward (otherwise per FOA)  |
|[ ]  Costs are specified, itemized, and justified |
|[ ]  No cost share language (unless required per FOA) |
|[ ]  2 months of salary requested per year.  |
|[ ]  Define the term year (Academic Year) & specify the definition.  |

# **Current and Pending Support\*+**

***template date 1/30/23 or SciEncv***

|  |
| --- |
|[ ]  Certification signature |
| [ ]  | List proposed project as pending support |
|[ ]  Information for each proposal is complete*Overall Objectives field & Statement of Potential Overlap field filled out* |

# **Facilities, Equipment and Other Resources\***

|  |
| --- |
|[ ]  No quantifiable financial information |
|[ ]  Description of the internal & external resources (both physical & personnel) that the organization & collaborators will provide |

# **Other Documents**

|  |
| --- |
|[ ]  Data Management plan – 2-page limit |
|[ ]  Postdoctoral Mentoring Plan, 1-page limit (if applicable) |

# **Supplementary Documents (if applicable)**

|  |
| --- |
|[ ]  No letters of support, unless required per FOA |
|[ ]  Letters of collaboration with recommended format in PAPPG (unless specified in FOA) |
|[ ]  Other Personnel bio sketches, marked as “Other Personnel” & combined into one document |
| [ ]  | Safe and Inclusive Working Environment Plan |

***\*Documents for non-lead collaborative submission***

***+Documents for subaward (Separate SOW)***