ERA Forum May 2020 Webinar – Questions & Answers

This document contains the questions and answers about *NSF-approved Format for Proposal Sections:* Biographical Sketch and Current and Pending Support, New Award Notice and Separately Submitted Collaborative Proposals from Multiple Organizations on Research.gov discussed during the ERA Forum Webinar on May 14, 2020.

For further questions and ongoing feedback about Research.gov proposal preparation and submission, click the Feedback button at the bottom of the Research.gov homepage, email rgov@nsf.gov or call 1-800-381-1532. For questions regarding NSF proposal and award policies and procedures, please see the *Proposal & Award Policies & Procedures Guide* (PAPPG) (NSF 20-1) or email policy@nsf.gov.

Biographical Sketch

	Question	Answer
1.	As part of the Biographical Sketch, can you define the types of positions, within the categories of academic, professional, or institutional, to be included in the Appointments section?	We are working internally to develop a set of examples for the community on the types of appointments.
2.	With respect to generating a Biographical Sketch from the NSF pdf tool, will it be required that a new Biographical Sketch be generated for each PI/co-PI for every proposal, or can a previously generated Biographical Sketch be reused and revised?	It is up to the individual to decide if they would like to reuse an existing PDF or create a new one for each proposal as long as it is in an NSF-approved format (https://nsf.gov/bfa/dias/policy/biosketch.jsp). On October 5, 2020 NSF will begin enforcing the use of these NSF-approved formats.
3.	Will NSF accept the Biographical Sketch created in SciENcv if it is more than 2 pages?	The short answer is no. NSF will only accept a Biographical Sketch that does not exceed 2 pages.
4.	As it pertains to appointments, should they be listed in reverse chronological order beginning with the current appointment? If the current appointment is not the oldest and therefore first in the list chronologically, would it be acceptable to list the current appointment and then the rest in reverse chronological order?	NSF is discussing a future enhancement to SciENcv that will allow individuals to reorder their appointments to accommodate these scenarios.
5.	Do administrators have access to download the SciENcv Biographical Sketch for an investigator or is the investigator the only role that can do this?	SciENcv users can grant access to other persons (delegates) to view and manage their SciENcv Biographical Sketches. The delegates will then be able to create, modify or delete the

	Question	Answer
		information in the SciENcv account to which they have been granted access, as well as generate Biographical Sketch PDFs. Please see https://www.ncbi.nlm.nih.gov/books/NBK53593/#preferences.Adding_and_Removing_Delegate for more detailed instructions for delegating access.

Formatting: Biographical Sketch and Current and Pending Support

	Question	Answer
6.	If a downloaded version of the Biographical Sketch or Current and Pending Support form has formatting issues, is it acceptable to open the file, edit it in PDF editor, save it and then upload it into Research.gov without receiving errors about format being uploaded being incorrect?	Please submit any formatting issues at https://www.research.gov/research-web/feedback so NSF can evaluate the issue and determine any updates to the templates to address issues for all users. Users should not edit the generated documents using a PDF editor to resolve any formatting issues as that may cause issues with system validations.

Current and Pending Support

	Question	Answer
7.	For the Current and Pending Support format, for a co-PI on a project, should the total award amount for the entire project be listed, or only the total allocated to the co-PI?	You should list the total award amount and not break it out.
8.	If there is a subawardee on a project, should the full amount of the prime award be reported, or the amount that we received on the subaward?	The subawardee should report the amount awarded to the subawardee and not the prime.
9.	For Current and Pending Support, if a PI has no effort in a given year, how should it be reflected in the new NSF approved format? The format does not allow users to add a "0" for the person months committed to the project.	We do not want to confuse this with effort reported on the budget. Current and Pending Support is about time. Not requesting funding on the budget is separate from how much time you are spending on the project.
10.	For the Current and Pending Support format, users are limited to providing five years of person months committed to the project.	You should report the next five years. For example, if you are in year 3 of a 10-year award, you would report the next five years (years 4-8).

	Question	Answer
	How should the effort for awards that go beyond five years be reported?	
11.	Is an API or library available to assist with filling out the Current and Pending Support forms systematically (i.e. from another system)?	Creating APIs to support completion of the Current and Pending Support form has been discussed as a potential long-term future enhancement, but no timeline for this work is available.
12.	What validations are applied for the Current and Pending Support form? Where can those be found?	Approved Current and Pending Support documents are tagged with identifiers indicating they were prepared in an NSF-approved format. On October 5, 2020 NSF will begin enforcing the use of these NSF-approved formats. Documents not uploaded in an NSF-approved format will trigger a compliance error that will prevent proposal submission in FastLane, Research.gov, and Grants.gov.

Proposal Preparation and Submission

	Question	Answer
13.	Can System-to-System be used for collaborative proposal submissions?	System-to-System cannot be used to prepare and submit separately submitted collaborative proposals from multiple organizations. However, System-to-System can be used for single submission collaborative proposals from one organization (collaborative proposals with subawards).

Please note that for separately submitted collaborative proposals from multiple organizations, all lead and non-lead proposals in the collaboration must be prepared and submitted in the same system. In addition, any proposal file updates (PFUs) must be prepared and submitted in the system where the proposal was initiated. |
| 14. | Are there any templates that can be provided for the Budget, Budget Justification, and Current and Pending Support proposal sections? | The templates for the Budget and Budget Justification proposal sections are built into the Research.gov Proposal Submission System, but NSF-approved formats for current and pending support are available on the NSF Current and Pending Support website (https://nsf.gov/bfa/dias/policy/cps.jsp). The requirement |

	Question	Answer
		to use an NSF-approved format for preparation of current and pending support will go into effect for new proposals submitted or due on or after October 5, 2020.
15.	Can anyone with access to a proposal submit a PFU or budget revision in Research.gov? Or is it like FastLane that only allows access the PI/COI?	Proposal submission permissions in Research.gov work the same as those in the FastLane system. Only an Authorized Organizational Representative (AOR) can submit a proposal, proposal file update (PFU), or Budget Revision (BR) to NSF. However, the Principal Investigator (PI) must first provide the AOR with submit access for each proposal, PFU, or BR submission.
16.	Is the view/print feature available for proposals prepared and submitted through Research.gov?	Yes, the view/print feature is available for all proposals prepared in Research.gov. Proposers can access the view/print feature at any time during proposal preparation, proposal submission, proposal file update, and budget revision to view/print an individual proposal section. To view/print the entire proposal including all proposal documents, proposers can click on the "Print Proposal" button under the Proposal Actions left navigation menu on the Proposal Forms page.