(d) instructions for preparing and submitting proposals, and (e) special review criteria, if any. This is the best possible guide for preparing a proposal for a DUE program and should be read carefully and followed precisely. There are no hidden agendas. Proposals are funded in a competitive system based on merit.

Program Announcements

The term "program announcement" includes formal NSF publications that announce NSF Programs. Program announcements utilize the generic eligibility and proposal preparation guidelines specified in the *Grant Proposal Guide* and incorporate the National Science Board (NSB) approved merit review criteria (intellectual merit and broader impacts). These funding opportunities do not specify additional award conditions or reporting requirements, and do not require specific cost sharing beyond the required statutory (1%) amount.

Proposals submitted in response to program announcements are considered "unsolicited." This means that the resulting awards are subject to the statutory cost sharing requirement.

Program Solicitations

Program solicitations are used to encourage the submission of proposals in specific program areas of interest to NSF. They generally are more focused than program announcements, normally apply for a limited period of time, and include specific proposal due dates. Competition among proposals is more precisely defined than with program announcements. When a program solicitation is used, the proposals received compete directly with each other. Accordingly, programs using solicitations will be responsible for systematic evaluation, including comparative analysis of scientific, educational, and/or technical aspects, cost, and other significant factors within all proposals in accordance with the criteria specified in the program solicitation.

Proposals submitted in response to program solicitations are considered "solicited". This means that the resulting awards are not subject to the statutory cost sharing requirement. Cost sharing is not required unless explicitly included in the solicitation.

Program Information

Following is a list of grant publications with a short description. For those that are published annually, no NSF publication numbers are shown since they will change. Most of these documents are available on the NSF's online document system (http://www.nsf.gov/pubsys/ods). You can also receive publications electronically via e-mail by sending a request for a publication to getpub@nsf.gov. Paper copies may be requested online at http://www.nsf.gov/home/orderpub.htm or can be ordered via mail by contacting the NSF Publication Clearinghouse, 4201 Wilson Blvd. Arilington VA, 22230 or by phone at (703) 292-7827.

- The *Guide to Programs* provides background information about all of the Foundation's activities in education and research. The *Guide to Programs* is available on the Web at http://www.nsf.gov/pubsys/ods/getpub.cfm?gp.

- The *Grant Proposal Guide* (GPG) provides guidance for the preparation and submission of proposals to NSF. Some NSF programs have *Program Solicitations* that modify the general provisions of the GPG, and, in such cases, the guidelines provided in the solicitation must be followed. The GPG is available on the Web at http://www.nsf.gov/pubsys/ods/getpub.cfm?gpg.

- Each *Program Solicitation or Announcement* describes the program and indicates the exact format for the preparation of the proposal and the criteria for evaluation.

- NSF has published the *2002 User-Friendly Handbook for Project Evaluation* (NSF 02-057), *FOOTPRINTS: Strategies for Non-Traditional Program Evaluation* (NSF 95-41), and *User-Friendly Handbook for Mixed Method Evaluations* (NSF 97-153) that proposers may wish to obtain. There are also two online evaluation resources that proposers my wish to explore: the *Online Education Resource Library* (http://oerl.sri.com) and the *Field-tested Learning Assessment Guide* (FLAG) (http://www.flaguide.org).

Information specific to undergraduate programs can be found on DUE's Web site at http://www.ehr.nsf.gov/ehr/due/. You my also contact DUE by e-mail (undergrad@nsf.gov) or by phone (703-292-8670). Information about DUE funded projects can be found at http://www.ehr.nsf.gov/ehr/due/awards/.

Review Process

NSF awards grants on a competitive basis. In selecting proposals to be supported, NSF is assisted by reviewers who are scientists, technologists, engineers, mathematicians, and educators in related disciplines. These reviewers are drawn primarily from two- and four-year colleges and universities, secondary schools, industry, foundations, and professional societies and associations, as appropriate for the program being reviewed. The reviewers are chosen based on their demonstrated ability to assess the merits of a proposal based on the criteria for evaluation shown in the next section. Faculty writing proposals are advised to contact NSF Program Directors to learn the general demographics of the reviewers for the program for which they are submitting proposals.

The majority of proposals submitted to DUE are considered by panels of peer reviewers. The purpose of the review is to provide NSF with a written critique and an individual rating from each reviewer as well as a summary analysis by the panel. In DUE, each panelist writes his or her own review for all proposals assigned to the panel. Reviewers are asked to provide a detailed evaluation of both the merits and the shortcomings of each proposal and to provide a rating. The panel then convenes as a group to discuss the proposals. This gives each reviewer