

International Research and Education: Planning Visits and Workshops

Program Solicitation

NSF 04-035

Replaces Document NSF 03-559



National Science Foundation

Directorate for Social, Behavioral, and Economic Sciences

Office of International Science and Engineering

Full Proposal Target Date(s):

For Planning Visit proposals:

Proposals may be submitted at any time

For Workshop Proposals:

September 20, annually

February 20, annually

May 20, annually

SUMMARY OF PROGRAM REQUIREMENTS

General Information

Program Title:

International Research and Education: Planning Visits and Workshops

Synopsis of Program:

This solicitation describes International Planning Visit/Workshop awards to support the early phases of developing and coordinating a research and education activity with a foreign partner(s).

Cognizant Program Officer(s):

- Please see the full text of this funding opportunity for contact information.

Applicable Catalog of Federal Domestic Assistance (CFDA) Number(s):

- 47.075 --- Social, Behavioral and Economic Sciences
- 47.078 --- Office of Polar Programs

- 47.049 --- Mathematical and Physical Sciences
- 47.050 --- Geosciences
- 47.041 --- Engineering
- 47.076 --- Education and Human Resources
- 47.070 --- Computer and Information Science and Engineering
- 47.074 --- Biological Sciences

Eligibility Information

- **Organization Limit:** None Specified.
- **PI Eligibility Limit:** None Specified.
- **Limit on Number of Proposals:** 1. Principal Investigators are only eligible to receive one International Planning Visit/Workshop award per year.

Award Information

- **Anticipated Type of Award:** Standard or Continuing Grant
- **Estimated Number of Awards:** 50 per year
- **Anticipated Funding Amount:** \$1,500,000 per year, pending availability of funds

Proposal Preparation and Submission Instructions

A. Proposal Preparation Instructions

- **Full Proposal Preparation Instructions:** This solicitation contains information that supplements the standard Grant Proposal Guide (GPG) proposal preparation guidelines. Please see the full text of this solicitation for further information.

B. Budgetary Information

- **Cost Sharing Requirements:** Cost Sharing is not required.
- **Indirect Cost (F&A) Limitations:**

Since the awards support primarily travel and subsistence expenses, indirect costs are not applicable to International Planning Visit/Workshop Awards. An administrative allowance, limited to 10% of direct costs, is allowed for International Planning Visit/Workshop Awards in lieu of indirect costs.

- **Other Budgetary Limitations:** Other budgetary limitations apply. Please see the full text of this solicitation for further information.

C. Due Dates

- **Full Proposal Target Date(s):**
Proposals for **Planning Visits may be submitted at any time.**
 - September 20, annually
Workshop Proposals
 - February 20, annually
Workshop Proposals
 - May 20, annually
Workshop Proposals

Proposal Review Information

- **Merit Review Criteria:** National Science Board approved criteria. Additional merit review considerations apply.

Please see the full text of this solicitation for further information.

Award Administration Information

- **Award Conditions:** Standard NSF award conditions apply.
- **Reporting Requirements:** Standard NSF reporting requirements apply.

TABLE OF CONTENTS

Summary of Program Requirements

- I. **Introduction**
- II. **Program Description**
- III. **Eligibility Information**
- IV. **Award Information**
- V. **Proposal Preparation and Submission Instructions**
 - A. Proposal Preparation Instructions
 - B. Budgetary Information
 - C. Due Dates
 - D. FastLane Requirements
- VI. **Proposal Review Information**
 - A. NSF Proposal Review Process
 - B. Review Protocol and Associated Customer Service Standard
- VII. **Award Administration Information**
 - A. Notification of the Award
 - B. Award Conditions
 - C. Reporting Requirements
- VIII. **Contacts for Additional Information**
- IX. **Other Programs of Interest**
- X. **Appendix**

I. INTRODUCTION

Support of international activities is an integral part of NSF's mission to sustain and strengthen the nation's science, mathematics, and engineering capabilities, and to promote the use of those capabilities in service to society. In particular, NSF recognizes the importance of enabling U.S. researchers and educators to advance their work through international collaboration, and the importance of helping ensure that future generations of U.S. scientists and engineers gain professional experience beyond this nation's borders early in their careers.

Grants from the Office of International Science and Engineering (OISE) contribute to NSF's mission by supporting highly meritorious research and education activities that present unique opportunities and offer potentially high benefits because of the vital and integral nature of the foreign collaboration. OISE support is intended to both advance the research and develop a cadre of scientists and engineers who will play a leadership role in forging international collaborations of great value to the nation. Success of a proposed project depends on a significant and unique contribution from the international partnership. OISE awards promote new partnerships between U.S. scientists and engineers and their foreign colleagues, or new cooperative projects between established collaborators. Activities can be in any field of science and engineering research and education supported by NSF. Encouraging and supporting the participation of students, recent Ph.D.'s, junior faculty members, women, and minority and disabled scientists and engineers is an OISE priority.

International Planning Visit/Workshop Awards support the early phases of planning, developing, and coordinating a research and education activity with foreign partners.

II. PROGRAM DESCRIPTION

A. Scope and Focus

International Planning Visit/Workshop Awards can support the initial phases of developing and coordinating integrated research and education activities with foreign partners. Support is primarily for travel and subsistence expenses; salaries and stipends are not typically supported. Individual proposals can be submitted for:

1. Planning visits to assess foreign facilities, equipment, or subjects of research, and to have detailed discussions with prospective foreign partners to finalize plans for cooperative research. Visits typically range from 7-14 days.
2. Joint workshops designed to identify common research priorities, focused on a specific, well-defined area of research collaboration. U.S. and international co-organizers collaboratively design the agenda around a disciplinary or inter-disciplinary theme, and invite individuals who will uniquely contribute to the workshop's objectives. Workshops may be held at either a U.S. or foreign location. If held at a foreign location, organizers are encouraged to arrange visits to local research and education sites. Workshop results should include recommendations to the research community about possible areas for future collaboration and should be broadly disseminated. The pool of U.S. participants should include junior researchers, women and members of underrepresented groups, and, where appropriate, graduate and/or undergraduate students. Participant diversity will be considered in making award decisions for support of workshops. OISE **does not** provide support for U.S. scientists and engineers to participate in international conferences or congresses; nor does it provide support for such meetings. OISE can support workshops that may immediately precede or follow a larger-scale conference when they add an international dimension that is focused on building research collaboration (see [NSF Grant Policy Guide II.D.8](#)).

It is expected that most Planning Visit/Workshop Award grantees will subsequently apply to disciplinary programs across the National Science Foundation for support of the resulting collaborative research.

B. Additional Considerations

1. For some countries and projects, U.S. investigators and their foreign partners are required to submit separate proposals to NSF and to a designated agency that serves as NSF's counterpart in that country. While NSF and the foreign agency review the counterpart proposals independently, joint approval is sometimes required before NSF can fund the U.S. proposal.
2. PIs are responsible for obtaining required visas for foreign travel and, through the U.S. host research institution, for providing documentation in support of U.S. visas for foreign counterpart investigators. When applying for visas to

enter countries with which NSF has formal bilateral agreements, participants should indicate specifically that the visit would be under a cooperative program between NSF and that foreign country. PIs are also responsible for obtaining research permits and import/export documents, where necessary.

3. PIs should consult NSF's web page "[Information for U.S. Travelers](#)", which includes information regarding visa requirements of other countries and collection of genetic resources outside the U.S.

4. A National Science Board Report ([NSB 00-217](#)) recommended "NSF should take a more active role in facilitating cooperation in international S & E and higher education with developing countries." Because NSF funds primarily cover the U.S. side of international collaborative activities, PIs are encouraged to work with individuals and/or institutions that have garnered substantial long-term support for research activities, and/or to assist their foreign collaborators in garnering such support.

III. ELIGIBILITY INFORMATION

The categories of proposers identified in the [Grant Proposal Guide](#) are eligible to submit proposals under this program announcement/solicitation. Principal investigators are eligible to receive a maximum of one International Planning Visit/Workshop Award per year.

IV. AWARD INFORMATION

It is anticipated that approximately 50 awards will be made annually at a total investment of \$1,500,000 million, subject to the availability of funds. Awards will be standard or continuing grants.

Support for workshops will be for a maximum of two years and a maximum total budget of \$60,000 over the duration of the award. Support for planning visits will be for a maximum of two years and a maximum total budget of \$20,000 over the duration of the award. Support is primarily for travel and subsistence expenses for U.S. participants; salaries and stipends are not typically supported. Award duration and budget are expected to vary considerably depending on the scope of activities proposed.

V. PROPOSAL PREPARATION AND SUBMISSION INSTRUCTIONS

A. Proposal Preparation Instructions

Full Proposal Instructions:

Proposals submitted in response to this program announcement/solicitation should be prepared and submitted in accordance with the general guidelines contained in the NSF *Grant Proposal Guide* (GPG). The complete text of the GPG is available electronically on the NSF Website at: <http://www.nsf.gov/cgi-bin/getpub?gpg>. Paper copies of the GPG may be obtained from the NSF Publications Clearinghouse, telephone (703) 292-7827 or by e-mail from pubs@nsf.gov.

The information below supplements the standard Grant Proposal Guide (GPG) proposal preparation guidelines. Use them to prepare your **International Planning Visit/Workshop Award Proposal**.

1. **Proposal Cover Sheet.** Indicate the solicitation number (04-035) in the program announcement/solicitation block and select "International Planning Visit and Workshops" as the Program in the Unit Selection List. Check the box for "International Cooperative Activities Country Name" that appears under Other Information when the "remainder of cover sheet" is clicked, then select the countries involved.
2. **OISE Cover Page Addendum.** See [Appendix I](#). When using FastLane, this Addendum will be listed as a form for completion after the NSF Cover Sheet has been saved with the OISE Program Solicitation selected.
3. **Project Summary.** Include the names and institutional affiliations of key foreign collaborators, and note their roles in the proposed activities. Intellectual merit and broader impacts anticipated from the international activity must be addressed in separate paragraphs.
4. **Project Description.** Describe how the proposed planning visit or workshop will develop international linkages or promote and develop collaborative research with foreign partners. In addition to highlighting the underlying research and education objectives, include:
 - Details on the complementary expertise of the U.S. and foreign partners.
 - Expected contributions of the host institution(s).
 - Information on the history of collaborative efforts with the foreign counterparts to date.
 - A description of the proposed division of labor among co-organizers.
 - How U.S. students and junior researchers will be involved.
 - Long-term strategies and plans for continuing the collaboration.
- 4a. **Specifically for Planning Visits:**
 - Evidence of substantive prior communication and preparation.
 - Description of proposed research project, and progress to date in planning the joint activity.
 - Actions needed to finalize the project plan that cannot be accomplished through communication at a distance.
 - Proposed schedule of activities.
- 4b. **Specifically for Workshop proposals:**
 - All information that is required of all workshops proposals submitted to NSF. See Special Guidelines for Conferences, Symposia and Workshops in the current Grant Proposal Guide (Chapter II.D.7, <http://www.nsf.gov/pubsys/ods/getpub.cfm?gpg>).
 - Meeting description, including agenda, scientific justification, and expected scientific results and mutual international benefits.
 - Proposed U.S. and non-U.S. participants, their brief biographical sketches, and their roles in the workshop. Indicate all participants to be supported by NSF.
 - Description of selection process for all participants who have and have not yet been selected, including intended efforts to ensure diversity of the participants.
 - Plans for dissemination of conclusions/proceedings, which should include dissemination in electronic format on a workshop website.
 - Plans for anticipated new collaborative activities emerging from the workshop.
5. **Project Budget.** The budget justification should explain and justify major cost items. For undergraduate and graduate student participants and postdoctoral associates, include a breakdown of costs by types of participants.
6. **Supplementary Documentation.** Include biographical sketches for all principal foreign collaborators. All sketches must adhere to the format given in the Grant Proposal Guide (Chapter II.C.2.f, <http://www.nsf.gov/pubsys/ods/getpub.cfm?gpg>). Include letters of support from collaborating foreign researchers and/or institutions.
7. (For tracking follow-up activities) Lists of prospective **U.S. and foreign participants** need to be included with the proposal (see Project Description item 4b above). Should the proposal be awarded, an updated list of participants needs to be submitted with the final report.

Proposers are reminded to identify the program announcement/solicitation number (04-035) in the program announcement/solicitation block on the proposal Cover Sheet. Compliance with this requirement is critical to determining the relevant proposal processing guidelines. Failure to submit this information may delay processing.

B. Budgetary Information

Cost Sharing:

Cost sharing is not required in proposals submitted under this Program Solicitation.

Indirect Cost (F&A) Limitations:

Since the awards support primarily travel and subsistence expenses, indirect costs are not applicable to International Planning Visit/Workshop Awards. An administrative allowance, limited to 10% of direct costs, is allowed for International Planning Visit/Workshop Awards in lieu of indirect costs.

Other Budgetary Limitations:

OISE funding can support the participation of U.S. principal investigators, contributing researchers, postdoctoral fellows, students and support staff, when specifically justified in terms of the international collaboration. OISE support for students and postdoctoral researchers is generally limited to U.S. citizens and permanent residents.

In most cases, foreign participants should obtain their own funding for participation in the collaborative project. However, when foreign participants are from a developing country, from a country whose economy is in transition, or from a country whose currency is not convertible, some support may be provided for the foreign participation. Applicants should discuss specifics with relevant OISE country program managers before submitting a proposal.

For living expenses abroad, applicants are encouraged to work with foreign counterparts to develop realistic budget requests. For example, access to university guest housing or similar facilities should be explored. In no case should the amount for lodging and meals and incidental expenses (MI&E) exceed the [authorized U.S. Government per diem rates](#), calculated at the daily rate for the first 30 days of a single project visit, and 50 percent of that rate for all time after that. Various approaches to cost-effective, reciprocal arrangements can be considered. By law, U.S. flag carriers must be used whenever possible (see para. 761.2 and 761.3 of the Grant Policy Manual at <http://www.nsf.gov/cgi-bin/getpub?gpm>).

C. Due Dates

Proposals must be submitted by the following date(s):

Full Proposal Target Date(s):

Proposals for **Planning Visits may be submitted at any time.**

September 20, annually
Workshop Proposals

February 20, annually
Workshop Proposals

May 20, annually
Workshop Proposals

D. FastLane Requirements

Proposers are required to prepare and submit all proposals for this announcement/solicitation through the FastLane system. Detailed instructions for proposal preparation and submission via FastLane are available at: <https://www.fastlane.nsf.gov/a1/newstan.htm>. For FastLane user support, call the FastLane Help Desk at 1-800-673-6188 or e-mail fastlane@nsf.gov. The FastLane Help Desk answers general technical questions related to the use of the FastLane system. Specific questions related to this program announcement/solicitation should be referred to the NSF program staff contact(s) listed in Section VIII of this announcement/solicitation.

Submission of Electronically Signed Cover Sheets. The Authorized Organizational Representative (AOR) must electronically sign the proposal Cover Sheet to submit the required proposal certifications (see Chapter II, Section C of the [Grant Proposal Guide](#) for a listing of the certifications). The AOR must provide the required electronic certifications within five working days following the electronic submission of the proposal. Proposers are no longer required to provide a paper copy of the signed

VI. PROPOSAL REVIEW INFORMATION

A. NSF Proposal Review Process

Reviews of proposals submitted to NSF are solicited from peers with expertise in the substantive area of the proposed research or education project. These reviewers are selected by Program Officers charged with the oversight of the review process. NSF invites the proposer to suggest, at the time of submission, the names of appropriate or inappropriate reviewers. Care is taken to ensure that reviewers have no conflicts with the proposer. Special efforts are made to recruit reviewers from non-academic institutions, minority-serving institutions, or adjacent disciplines to that principally addressed in the proposal.

The National Science Board approved revised criteria for evaluating proposals at its meeting on March 28, 1997 (NSB 97-72). All NSF proposals are evaluated through use of the two merit review criteria. In some instances, however, NSF will employ additional criteria as required to highlight the specific objectives of certain programs and activities.

On July 8, 2002, the NSF Director issued [Important Notice 127](#), Implementation of new Grant Proposal Guide Requirements Related to the Broader Impacts Criterion. This Important Notice reinforces the importance of addressing both criteria in the preparation and review of all proposals submitted to NSF. NSF continues to strengthen its internal processes to ensure that both of the merit review criteria are addressed when making funding decisions.

In an effort to increase compliance with these requirements, the January 2002 issuance of the GPG incorporated revised proposal preparation guidelines relating to the development of the Project Summary and Project Description. Chapter II of the GPG specifies that Principal Investigators (PIs) must address both merit review criteria in separate statements within the one-page Project Summary. This chapter also reiterates that broader impacts resulting from the proposed project must be addressed in the Project Description and described as an integral part of the narrative.

Effective October 1, 2002, NSF will return without review proposals that do not separately address both merit review criteria within the Project Summary. It is believed that these changes to NSF proposal preparation and processing guidelines will more clearly articulate the importance of broader impacts to NSF-funded projects.

The two National Science Board approved merit review criteria are listed below (see the [Grant Proposal Guide](#) Chapter III.A for further information). The criteria include considerations that help define them. These considerations are suggestions and not all will apply to any given proposal. While proposers must address both merit review criteria, reviewers will be asked to address only those considerations that are relevant to the proposal being considered and for which he/she is qualified to make judgments.

What is the intellectual merit of the proposed activity?

How important is the proposed activity to advancing knowledge and understanding within its own field or across different fields? How well qualified is the proposer (individual or team) to conduct the project? (If appropriate, the reviewer will comment on the quality of the prior work.) To what extent does the proposed activity suggest and explore creative and original concepts? How well conceived and organized is the proposed activity? Is there sufficient access to resources?

What are the broader impacts of the proposed activity?

How well does the activity advance discovery and understanding while promoting teaching, training, and learning? How well does the proposed activity broaden the participation of underrepresented groups (e.g., gender, ethnicity, disability, geographic, etc.)? To what extent will it enhance the infrastructure for research and education, such as facilities, instrumentation, networks, and partnerships? Will the results be disseminated broadly to enhance scientific and technological understanding? What may be the benefits of the proposed activity to society?

NSF staff will give careful consideration to the following in making funding decisions:

Integration of Research and Education

One of the principal strategies in support of NSF's goals is to foster integration of research and education through the programs, projects, and activities it supports at academic and research institutions. These institutions provide abundant opportunities where individuals may concurrently assume responsibilities as researchers, educators, and students and where all can engage in joint efforts that infuse education with the excitement of discovery and enrich research through the diversity of learning perspectives.

Integrating Diversity into NSF Programs, Projects, and Activities

Broadening opportunities and enabling the participation of all citizens -- women and men, underrepresented minorities, and persons with disabilities -- is essential to the health and vitality of science and engineering. NSF is committed to this principle of diversity and deems it central to the programs, projects, and activities it considers and supports.

Additional Review Criteria:

In addition to the general NSF review criteria described above, the following criteria will be used in evaluating proposals submitted in response to this announcement:

1. Mutually beneficial international activity with complementary strengths in evidence.
2. International experience for students and/or junior researchers.
3. Novel and innovative activities.
4. Geographical and disciplinary balance within the OISE portfolio.

B. Review Protocol and Associated Customer Service Standard

All proposals are carefully reviewed by at least three other persons outside NSF who are experts in the particular field represented by the proposal. Proposals submitted in response to this announcement/solicitation will be reviewed by Ad Hoc, internal, or panel review.

Reviewers will be asked to formulate a recommendation to either support or decline each proposal. The Program Officer assigned to manage the proposal's review will consider the advice of reviewers and will formulate a recommendation.

A summary rating and accompanying narrative will be completed and submitted by each reviewer. In all cases, reviews are treated as confidential documents. Verbatim copies of reviews, excluding the names of the reviewers, are sent to the Principal Investigator/Project Director by the Program Director. In addition, the proposer will receive an explanation of the decision to award or decline funding.

NSF is striving to be able to tell proposers whether their proposals have been declined or recommended for funding within six months. The time interval begins on the closing date of an announcement/solicitation, or the date of proposal receipt, whichever is later. The interval ends when the Division Director accepts the Program Officer's recommendation.

In all cases, after programmatic approval has been obtained, the proposals recommended for funding will be forwarded to the Division of Grants and Agreements for review of business, financial, and policy implications and the processing and issuance of a grant or other agreement. Proposers are cautioned that only a Grants and Agreements Officer may make commitments, obligations or awards on behalf of NSF or authorize the expenditure of funds. No commitment on the part of NSF should be inferred from technical or budgetary discussions with a NSF Program Officer. A Principal Investigator or organization that makes financial or personnel commitments in the absence of a grant or cooperative agreement signed by the NSF Grants and Agreements Officer does so at their own risk.

VII. AWARD ADMINISTRATION INFORMATION

A. Notification of the Award

Notification of the award is made to *the submitting organization* by a Grants Officer in the Division of Grants and Agreements. Organizations whose proposals are declined will be advised as promptly as possible by the cognizant NSF Program Division administering the program. Verbatim copies of reviews, not including the identity of the reviewer, will be provided automatically to the Principal Investigator. (See section VI.A. for additional information on the review process.)

B. Award Conditions

An NSF award consists of: (1) the award letter, which includes any special provisions applicable to the award and any numbered amendments thereto; (2) the budget, which indicates the amounts, by categories of expense, on which NSF has based its support (or otherwise communicates any specific approvals or disapprovals of proposed expenditures); (3) the proposal referenced in the award letter; (4) the applicable award conditions, such as Grant General Conditions (NSF-GC-1); * or Federal Demonstration Partnership (FDP) Terms and Conditions * and (5) any announcement or other NSF issuance that may be incorporated by reference in the award letter. Cooperative agreement awards also are administered in accordance with NSF Cooperative Agreement Terms and Conditions (CA-1). Electronic mail notification is the preferred way to transmit NSF awards to organizations that have electronic mail capabilities and have requested such notification from the Division of Grants and Agreements.

*These documents may be accessed electronically on NSF's Website at http://www.nsf.gov/home/grants/grants_gac.htm. Paper copies may be obtained from the NSF Publications Clearinghouse, telephone (703) 292-7827 or by e-mail from pubs@nsf.gov.

More comprehensive information on NSF Award Conditions is contained in the NSF *Grant Policy Manual* (GPM) Chapter II, available electronically on the NSF Website at <http://www.nsf.gov/cgi-bin/getpub?gpm>. The GPM is also for sale through the Superintendent of Documents, Government Printing Office (GPO), Washington, DC 20402. The telephone number at GPO for subscription information is (202) 512-1800. The GPM may be ordered through the GPO Website at <http://www.gpo.gov>.

C. Reporting Requirements

For all multi-year grants (including both standard and continuing grants), the PI must submit an annual project report to the cognizant Program Officer at least 90 days before the end of the current budget period.

Within 90 days after the expiration of an award, the PI also is required to submit a final project report. Failure to provide final technical reports delays NSF review and processing of pending proposals for the PI and all Co-PIs. PIs should examine the formats of the required reports in advance to assure availability of required data.

PIs are required to use NSF's electronic project reporting system, available through FastLane, for preparation and submission of annual and final project reports. This system permits electronic submission and updating of project reports, including information on project participants (individual and organizational), activities and findings, publications, and other specific products and contributions. PIs will not be required to re-enter information previously provided, either with a proposal or in earlier updates using the electronic system.

VIII. CONTACTS FOR ADDITIONAL INFORMATION

General inquiries regarding this program should be made to:

The OISE geographic region/country program manager regarding proposal development, appropriate funding levels and supplement opportunities. Contacts for cognizant program manager(s) are available from the [OISE home page](#).

For questions related to the use of FastLane, contact:

- FastLane Helpdesk, email: fastlane@nsf.gov or, OISE FastLane contact, email: intfl@nsf.gov,

IX. OTHER PROGRAMS OF INTEREST

The NSF *Guide to Programs* is a compilation of funding for research and education in science, mathematics, and engineering. The NSF *Guide to Programs* is available electronically at <http://www.nsf.gov/cgi-bin/getpub?gp>. General descriptions of NSF programs, research areas, and eligibility information for proposal submission are provided in each chapter.

Many NSF programs offer announcements or solicitations concerning specific proposal requirements. To obtain additional information about these requirements, contact the appropriate NSF program offices. Any changes in NSF's fiscal year programs occurring after press time for the *Guide to Programs* will be announced in the NSF [E-Bulletin](#), which is updated daily on the NSF Website at <http://www.nsf.gov/home/ebulletin>, and in individual program announcements/solicitations. Subscribers can also sign up for NSF's [Custom News Service](http://www.nsf.gov/home/cns/start.htm) (<http://www.nsf.gov/home/cns/start.htm>) to be notified of new funding opportunities that become available.

In June 2004, OISE circulated a Dear Colleague Letter ([NSF 04-034](#)) that describes how OISE has restructured its activities into three main areas: enabling planning and workshops that are likely to be catalytic and lead to innovative international projects (detailed in this solicitation), providing international research opportunities for U.S. students and early-career scientists and engineers, and building international partnerships within an institutional framework.

The program announcements for all these activities can be found at the [OISE home page](#):

- [International Research Fellowship Program \(IRFP\)](#)

- [East Asia and Pacific Summer Institutes for U.S. Graduate Students \(EAPSI\)](#)

- [Pan-American Advanced Studies Institutes Program \(PASI\)](#)

- [Developing Global Scientists and Engineers](#)

The National Science Foundation (NSF) funds research and education in most fields of science and engineering. Awardees are wholly responsible for conducting their project activities and preparing the results for publication. Thus, the Foundation does not assume responsibility for such findings or their interpretation.

NSF welcomes proposals from all qualified scientists, engineers and educators. The Foundation strongly encourages women, minorities and persons with disabilities to compete fully in its programs. In accordance with Federal statutes, regulations and NSF policies, no person on grounds of race, color, age, sex, national origin or disability shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving financial assistance from NSF, although some programs may have special requirements that limit eligibility.

Facilitation Awards for Scientists and Engineers with Disabilities (FASSED) provide funding for special assistance or equipment to enable persons with disabilities (investigators and other staff, including student research assistants) to work on NSF-supported projects. See the GPG Chapter II, Section D.2 for instructions regarding preparation of these types of proposals.

The National Science Foundation promotes and advances scientific progress in the United States by competitively awarding grants and cooperative agreements for research and education in the sciences, mathematics, and engineering.

To get the latest information about program deadlines, to download copies of NSF publications, and to access abstracts of awards, visit the NSF Website at <http://www.nsf.gov>

- **Location:** 4201 Wilson Blvd. Arlington, VA 22230

- **For General Information** (NSF Information Center): (703) 292-5111

- **TDD (for the hearing-impaired):** (703) 292-5090

- **To Order Publications or Forms:**
 - Send an e-mail to: pubs@nsf.gov
 - or telephone: (703) 292-7827

- **To Locate NSF Employees:** (703) 292-5111

PRIVACY ACT AND PUBLIC BURDEN STATEMENTS

The information requested on proposal forms and project reports is solicited under the authority of the National Science Foundation Act of 1950, as amended. The information on proposal forms will be used in connection with the selection of qualified proposals; project reports submitted by awardees will be used for program evaluation and reporting within the Executive Branch and to Congress. The information requested may be disclosed to qualified reviewers and staff assistants as part of the proposal review process; to applicant institutions/grantees to provide or obtain data regarding the proposal review process, award decisions, or the administration of awards; to government contractors, experts, volunteers and researchers and educators as necessary to complete assigned work; to other government agencies needing information as part of the review process or in order to coordinate programs; and to another Federal agency, court or party in a court or Federal administrative proceeding if the government is a party. Information about Principal Investigators may be added to the Reviewer file and used to select potential candidates to serve as peer reviewers or advisory committee members. See

Systems of Records, NSF-50, "Principal Investigator/Proposal File and Associated Records," 63 Federal Register 267 (January 5, 1998), and NSF-51, "Reviewer/Proposal File and Associated Records," 63 Federal Register 268 (January 5, 1998). Submission of the information is voluntary. Failure to provide full and complete information, however, may reduce the possibility of receiving an award.

An agency may not conduct or sponsor, and a person is not required to respond to an information collection unless it displays a valid OMB control number. The OMB control number for this collection is 3145-0058. Public reporting burden for this collection of information is estimated to average 120 hours per response, including the time for reviewing instructions. Send comments regarding this burden estimate and any other aspect of this collection of information, including suggestions for reducing this burden, to: Suzanne Plimpton, Reports Clearance Officer, Division of Administrative Services, National Science Foundation, Arlington, VA 22230.

OMB control number: 3145-0058.

Appendix I

Office of International Science and Engineering Cover Page Addendum

(When using FastLane, this Addendum is listed as form for completion after the NSF Cover Sheet has been saved with the OISE Program Solicitation selected. When requesting a supplement to an existing award, submit this information as a supplemental document.)

Country #1: _____

Country #2: _____

Country #3: _____

Proposal Category:

- Planning Visit or Workshop
- Developing Global Scientists and Engineers
- Partnerships for International Research and Education
- Multilateral organizations

Foreign Counterpart Investigator/Organizer/Host (Repeat as needed for up to three Foreign Counterpart Investigators/Organizers/Hosts)

Name: _____
Department: _____
Institution: _____
Address: _____

Phone: _____
Fax: _____
Email: _____

For Planning Visit or Workshop Location

Location
City: _____
Country: _____
Start Date: _____
End Date: _____

Demographics (people that will be supported by this project):

Number of senior US scientists and engineers (excluding those within 6 years of their Ph.D. and graduate and undergraduate students): _____

Number of U.S. scientists within 6 years of the Ph.D. (including the PI and/or Co-PI if applicable): _____

Number of U.S. graduate students: _____

Number of U.S. undergraduate students: _____

Number of foreign scientists and engineers (including post-docs, graduate students and undergraduate students) associated with the foreign institution. Include only those that will be supported under this NSF proposal (if allowable, see Budgetary Limitations section). Do not count foreign participants that will be supported by non-NSF funds. _____

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