



National Science Foundation

FACULTY EARLY
CAREER
DEVELOPMENT AWARDS

How Do I Get One?

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Vice-President's Office for Research and Economic Development



CAREER Awards Program:

NSF wide activity that offers NSF's most prestigious awards in support of the early career-development activities of those teacher-scholars who most effectively integrate **research** and **education** within the context of the mission of their organization.

Note:

NSF encourages women, members of underrepresented minority groups, and persons with disabilities to apply.



Faculty Early CAREER Development Program:

- Established in 1994

- Intent:

Provide stable support at a sufficient level and duration to enable awardees to develop careers as outstanding researchers and educators who effectively integrate teaching, learning and discovery in the context of the mission of their organization.



Faculty Early CAREER Development Program:

- There are different expectations within different disciplinary fields and/or different organizations... so a wide range of projects may be appropriate for the CAREER program, ALL of which should have an integrated research and education plan at their core.
- Communicate with the NSF CAREER contact in the directorate closest to your area of research to discuss expectations and approaches that are appropriate to your area/idea. List of CAREER contacts by division:
(<http://www.nsf.gov/crssprgm/career/contacts.jsp>).



Faculty Early CAREER Development Program:

- The project title **MUST** begin with "CAREER" and follow with an informative title.
- Co-PIs are **NOT** permitted.
- Project Summary must clearly address in separate statements how the proposal meets both the Intellectual Merit and Broader Impact review criteria.
- NSF encourages, but does not require, CAREER PIs to include *international dimensions* where appropriate (e.g., collaboration with foreign research partners and international research experiences for students).



How long does the CAREER Award last?
and
What is the amount of a CAREER Award?

Award Time: 5 year duration

Award Amount:

Minimum CAREER award is \$400,000/5 yr.

EXCEPT:

In the **Biological Sciences Directorate**
the minimum is \$500,000/5 yr.



What Is The Number of Awards Given From NSF?

- ~ 400+ yearly depending on the availability of funds.
- Cost sharing is not required.
- Indirect Cost (F&A) limitations are not applicable.



Is There A Limit on Number of Proposals To Submit:

There is no limit on the number of proposals that an organization may submit.

Each Principal Investigator (PI) may only submit ONE proposal per annual competition; **AND**

The PI may not participate in more than THREE annual competitions.

Note: Proposals that are not reviewed (i.e., withdrawn or are returned without review do NOT count toward the three competition limit.

Is There A Deadline For Submitting Proposals?

Yes, annual solicitation deadline is normally mid-July for all directorates.



How Do I Know If I Am Eligible?

Award Criteria:

All NSF directorates offer CAREER Awards

By the Directorate's solicitation deadline for submission of CAREER proposals:

- Hold a doctoral degree in a field of science or engineering supported by NSF;
- Be untenured;
- Have not previously received an NSF CAREER award (prior or concurrent Federal support for other types of awards or for non-duplicative research does not preclude eligibility);

AND...



How Do I Know If I Am Eligible? (cont'd)

Award Criteria:

By October 1st following the July deadline for submission of CAREER proposals:

Be employed in a tenure-track position (or tenure track equivalent position) as an assistant professor (or equivalent title) at an institution in the U.S., its territories, or possessions, or the commonwealth of Puerto Rico, that awards degrees in a field supported by NSF;

OR

Be employed in a tenure-track position (or tenure-track-equivalent position) as an assistant professor (or equivalent title) at an organization in the U.S., its territories, or possessions, or the Commonwealth of Puerto Rico, that is a non-profit, non-degree-granting organization such as a museum, observatory, or research lab.



How Do I Know If I Am Eligible? (cont'd)

What about research faculty?

Are they eligible?

According to NSF Program Officer,
Elizabeth VanderPutten...

"Only people in tenure track with the equivalent title of Assistant Professor can apply. So, in my reading, Research Professors not in tenure track positions are NOT eligible."



How Are Proposals Evaluated?

Use of Two Merit Review Criteria:

1. Intellectual Merit
2. Broader Impact

These 2 items **MUST** be addressed **explicitly and separately** in the Project Summary to garner review.



How Are Proposals Evaluated? (Cont'd)

Intellectual Merit

- 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?
- 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?



How Are Proposals Evaluated? (Cont'd)

Use of Two Merit Review Criteria:

Broader Impacts of the Activities:

- 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?

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Visit this website to view useful examples as you develop your proposals which address broader impact:

<http://www.nsf.gov/pubs/gpg/broaderimpacts.pdf>



How Are Proposals Evaluated? (Cont'd)

All proposals are 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 the announcement/solicitation will be reviewed by Ad Hoc and/or panel review.

A summary rating and accompanying narrative will be completed and submitted by each reviewer.

Reviews are confidential documents.

Verbatim copies of reviews, excluding the name of the reviewers are sent to the PI.

An explanation of the decision to award or decline funding is also sent to the PI.



Careful Consideration is Given to the Following by NSF When Making Funding Decisions:

Integration of Research and Education:

One of the principle 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 IHLs.

Integrating Diversity into NSF Program, Projects, 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."



When Do I Apply:

NSF makes the following recommendations in determining the right time to apply:

- The intent of limiting CAREER proposers to participating in 3 CAREER competitions is to encourage new faculty to think strategically about their readiness to compete in the CAREER Program.
- Some faculty submit in the first year of their tenure track appointments are competitive because of their own individual background and experience (such as post-docs and/or industry or other types of experience).



When Do I Apply:

NSF makes the following recommendations in determining the right time to apply:

- Other new faculty will wait until they have served in a tenure-track appointment for a year or so in order to build a foundation of experience, knowledge, and work relationships and to develop proposal writing skills, mentor and collaborative relationships and ideas for their proposed career development activities.
- Because you will need a departmental letter of support should you decide to apply, it is suggested that you discuss with your department head your own background and career development goals and plans in order to determine what would work best for you as well as the support and commitment that the department will give to you. You might also speak to your NSF program director for guidance.



Can the CAREER Award be Relinquished?

YES, if the principal investigator:

- *Transfers at any time prior to or during the duration of the award to a position that is not tenured, tenure-track, tenure-track equivalent; and/or*
- *Transfers to an organization that is not CAREER eligible.*

In the event that any of the above occur, the CAREER award may not be transferred to a substitute PI.

- *Before a transfer to a new organization, NSF will request documentation from the PI's new organization and department head in support of the research, education and integration of education and research goals of the award, as well as the mentoring of the principal investigator.*



So Where Do I Start If Applying?

1. Read the solicitation.

<http://www.nsf.gov/pubs/2008/nsf08557/nsf08557.htm>

2. Read the Grant Proposal Guide.

http://www.nsf.gov/pubs/policydocs/pappguide/nsf09_1/gpg_index.jsp

3. Go to Fastlane/get familiar/prepare template.

<https://www.fastlane.nsf.gov/NSFHelp/flashhelp/fastlane/>

FastLane_Help/fastlane_help.htm#proposal_functions_introduction.htm

4. Read the Guide for Reviewers.

5. Prepare Budget....



How Do I Make A Budget?

- Before beginning your budget, contact your disciplinary program director at NSF to discuss the appropriate budget request for the proposed activities and typical funding levels for the discipline.
- There must be a budget for each year of support requested unless stipulated otherwise by NSF with each budget line item being documented and justified in the budget justification (3 page limit).
- No salary support for other senior personnel is permitted (in the primary budget or in subawards)
- Cost sharing is not required.



How Do I Make A Budget?

General Information:

Develop from project narrative. Do not include costs that do not directly benefit the completion of the statement of work.

Request funds allowed under various categories and in amounts required by the scope of work.

NSF requires a budget for each year and a cumulative budget.



How Do I Make A Budget? Cont'd

Specific Budget Categories:

- Salaries and wages
 - Cannot augment total salary or rate of salary (cannot receive more than base pay without specific sponsor approval).
 - As a general policy, NSF limits salary compensation for senior project personnel to no more than two months of their regular salary in any one year. This limit includes salary compensation received **from all NSF-funded grants**. This effort must be documented in accordance with the applicable cost principles. If anticipated, any compensation for such personnel in excess of two months must be disclosed in the proposal budget, justified in the budget justification, and must be specifically approved by NSF in the award notice.
 - Administrative support normally cannot be requested (See Exhibit C of OMB Circular A-21 for *potential* exceptions to this rule).



How Do I Make A Budget? Cont'd

- Salaries and wages (cont'd)
 - Use current or estimated salary for each project period.
 - Estimate annual or merit raises.
 - Academic year for nine-month faculty and calendar months for twelve-month personnel.



How Do I Make A Budget? cont'd

- Fringe benefits
 - Visit Sponsored Program Administration's website (<http://www.spa.msstate.edu/>) for current rates.
 - Different rates for different personnel.



How Do I Make A Budget? Cont'd

- Travel
 - Specify reason for travel
 - Itemize by destination and cost
 - May be requested for trips such as:
 - Field work
 - Attendance at project related meetings
 - Travel associated with proposed work



How Do I Make A Budget? Cont'd

- Other direct costs
 - Materials and supplies (not general office supplies – must be specific to project)
 - Publication/Documentation/Dissemination
 - Consultant services
 - Computer services
 - Subawards



How Do I Make A Budget? Cont'd

- Equipment

- Determine if equipment purchases are allowed.
- MSU generally defines as an item of property having an acquisition cost of \$1,000 or more (see Property Control website for exceptions)
- General purpose equipment such as a personal computer is usually not allowed.

- Indirect costs

- Facilities and administrative costs (F&A)
- Negotiated rate are on SPA's website

Budget Example



Effective Dates: August 16, 2009 to August 15, 2011

Salaries and Wages

	Title	Annual Salary (12 months) ¹	% of Effort	Year 1	Year 2	Total
Jones, Bobbie	Professor	120000	10%	\$12,000	\$12,600	\$24,600
Adams, Carla	GRA	12000	100%	\$12,000	\$12,000	\$24,000
Total salaries and wages:				\$24,000	\$24,600	\$48,600

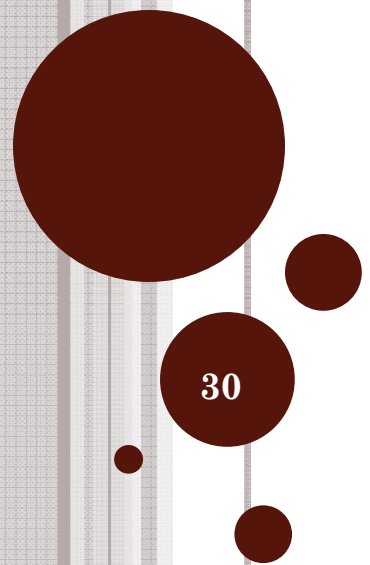
Fringe Benefits²

Faculty	32.20%	\$3,864	\$4,057	\$7,921
Students ³	0.35%	\$42	\$42	\$84
Total fringe benefits:		\$3,906	\$4,099	\$8,005

Tuition	\$404.50 per GRA per month ⁴	\$4,854	\$5,097	\$9,951
Travel (see next page for details)		\$2,360	\$2,360	\$4,720

Budget Example

Cont'd



Travel Details:

		Year 1	Year 2	Total
Annual travel by PI, Dr. Bobbie Jones, to visit with NSF Program Officer concerning research project. 1 night, 2 day trip to Washington D.C.				
	Daily rate			
Hotel	1 night	\$175	\$175	
Meal per diem	2 days	\$40	\$80	
Rental Car	2 days	\$50	\$100	
Airfare			\$850	
Taxi, etc.			\$50	
		<u>\$1,255</u>		
		\$1,255	\$1,255	\$2,510

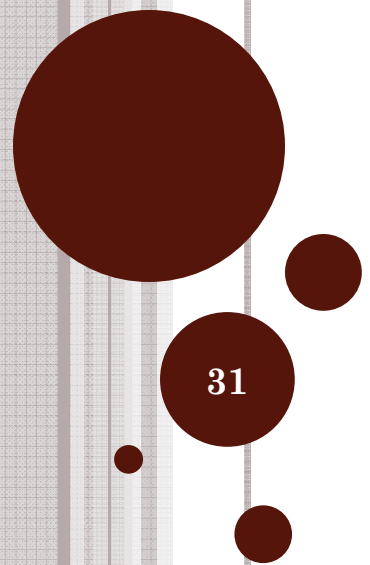
Annual travel by GRA, Carla Adams, to visit with NSF Program Officer concerning research project. 1 night, 2 day trip to Washington D.C.

	Daily rate			
Hotel	1 night	\$175	\$175	
Meal per diem	2 days	\$40	\$80	
Rental Car			\$0	
Airfare			\$850	
Taxi, etc.			\$0	
		<u>\$1,105</u>		
		\$1,105	\$1,105	\$2,210

Total travel in support of project: \$2,360 \$2,360 \$4,720

Budget Example

Cont'd



	Year 1	Year 2	Total
Contractual (long distance phone calls, printing, research software, registration fees, consultants, etc.)	\$1,000	\$1,000	\$2,000
Commodities (chemicals, parts, etc.)	\$2,000	\$1,000	\$3,000
Subcontracts:			
University of Hawaii	\$30,000	\$30,000	\$60,000
Aloha University	\$25,000	\$0	\$25,000
Total subcontracts:	\$55,000	\$30,000	\$85,000
Equipment	\$12,000	\$0	\$12,000
Two research widgets at \$6000 each			
Total Direct Costs	\$105,120	\$68,156	\$173,276
F&A at 43% (on-campus research rate) on MTDC ⁵	\$35,804	\$14,215	\$50,020
Total Project Cost	\$140,924	\$82,371	\$223,296

Budget Example

Cont'd



- ¹ Raises can be included at 5%-7% effective July 1 for 12 month employees and effective August 16 for 9 month employees. However, typically raises will only be granted if IHL approves a university wide raise.
- ² If the salary budget has a significant portion of employees with >\$45K salary, you may want to manually determine the appropriate fringe rate to use based on the guidance located at <http://www.spa.msstate.edu/budgeting/benefits.html>
- ³ The 0.35% fringe rate for students is valid only when enrolled. During periods of non-enrollment, the rate increases to ~ 9%. (If the student does not enroll during the summer or during a fall/spring term, they can still be paid as a student worker if they intend to enroll the next semester).
- ⁴ Estimated 5% tuition increase included each year effective August 16.
- ⁵ MTDC is the acronym for "Modified Total Direct Costs". It is the total direct costs less equipment, tuition & subcontracts (except 1st \$25K per sub).



Last, but not least...

Ask for help:

- Colleagues to review/proof prior to submitting
- Sponsored Programs Administration (SPA)
- Office of Research and Economic Development



Tips From Previous CAREER Awardee

Dr. Adrienne Minerick