

## 2015 NSF Faculty Career Development (CAREER) Program

NSF 15-555: <http://www.nsf.gov/pubs/2015/nsf15555/nsf15555.htm>

CAREER FAQ: <http://www.nsf.gov/pubs/2015/nsf15057/nsf15057.jsp>

### **Deadlines:**

July 21: BIO, CISE, HER

July 22: ENG

July 23: GEO, MPS, SBE

### **Reminders:**

A CAREER Proposal is **NOT** a research proposal. It **IS** a proposal detailing how you will spend the budget to enhance your career development.

Your career involves a research path (your lifelong research goals), not a research project. Identify milestones toward your goals.

## CAREER Proposal Tips and Supplemental Documents

### **TALK TO YOUR PROGRAM OFFICER EARLY!!!**

**Project Title** must begin with “**CAREER:**” and follow with an informative title.

**Co-PIs are not permitted.** Funds may be requested for others to work on your research or educational activities, but they may not be listed as Co-PI or in the senior personnel section of the proposal – either in the primary or sub award budgets.

### **Supplemental Documentation:**

- a. **Departmental Letter** (2 pages in length) and should include:
  - An indication that the PI's proposed CAREER research and education activities are supported by and integrated into the educational and research goals of the department and the organization, and that the department is committed to the support and professional development of the PI;
  - A description of a) the relationship between the CAREER project, the PI's career goals and job responsibilities, and the goals of his/her department/organization, and b) the ways in which the department head (or equivalent) will ensure the appropriate mentoring of the PI, in the context of the PI's career development and his/her efforts to integrate research and education throughout the period of the award and beyond; and
  - A statement to the effect that the PI is eligible for the CAREER program.
- b. **Letters of Collaboration** - Letters of Support should **NOT** be submitted, as they are not a standard component of an NSF proposal. Letters of Collaboration should follow the single-sentence format (departure from this format *may result in the proposal being returned without review*):  
“If the proposal submitted by Dr. [insert the full name of the Principal Investigator] entitled [insert the proposal title] is selected for funding by the NSF, it is my intent to collaborate and/or commit resources as detailed in the Project Description.”
- c. **Postdoctoral Research Mentoring Plan** (one page in length if applicable) and may include:
  - Career counseling;
  - Training in preparation of grant proposals;
  - Publications and presentations;
  - Guidance on ways to improve teaching and mentoring skills;
  - Guidance on how to effectively collaborate with researchers from diverse backgrounds and disciplinary areas; and
  - Training in responsible professional practices.
- d. **Data Management Plan** (per GPG): All proposals must describe plans for data management and sharing of products of research, or assert the absence of the need for such plans.

## Grantsmanship Tips for Writing Your Summary and Description

### Project Summary (recommend using the outline below):

Summary Page Outline:

First paragraph of summary (within first block)

- My long term research goal is...
- In pursuit of this goal, the research objective of this CAREER proposal is...
- The research approach is...

Second paragraph of summary (within first block)

- My long term educational goal is...
- In pursuit of this goal, the educational objective of this CAREER proposal is...
- The educational approach is...

Third paragraph: Intellectual Merit (second block) is the contribution that your research makes to the knowledge base of the field of science or engineering

- What is already known?
- What is new?
- What will your research add?
- What will this do to enhance or enable research in your or other fields?
- Why is your research important for the advancement of your field?

Fourth paragraph: Broader Impact (third block) focuses on the benefit to society at large as a result of your research results

- What is the benefit to society at large as a result of your research? Means to benefit society include: Economic/environment/energy; Education and training; Providing opportunities for underrepresented groups; Improving research and education infrastructure
- The key issue is how your research results will be applied – why would the general public care?

### Project Description (must not exceed 15pages):

Reviewers want to know four things:

1. What is it about (the research objective)?
2. How will you do it (the technical approach)?
3. Can you do it (you and your facilities)?
4. Is it worth doing (intellectual merit and broader impact)?

The Project Description section should contain a well-argued and specific proposal for activities that will, over a 5 -year period, build a firm foundation for a lifetime of contributions to research and education in the context of the PI's organization.

The Project Description should include:

- a description of the proposed research project, including preliminary supporting data where appropriate, specific objectives, methods and procedures to be used, and expected significance of the results;
- a description of the proposed educational activities, including plans to evaluate their impact on students and other participants;
- a description of how the research and educational activities are integrated with one another; and results of prior NSF support, if applicable.