

General NSF Formatting Requirements

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|------------------------|---|
| Pagination | Each section of the proposal should be individually paginated prior to upload |
| Allowable Fonts | Arial, Helvetica, Palatino, Courier New at 10 point or larger Times New Roman at 11 point or larger Smaller fonts may be used in equations, tables and figure legends We recommend Arial or Helvetica at 11 point as these are the easiest on the reviewers who have to read a lot of proposals. |
| Margins | 1 inch |
| Line Spacing | No more than 6 lines of text per vertical inch |
| Page Formatting | Use only single columns |

NSF Proposal Checklist

| Proposal Component | | Notes | Page Limits |
|--------------------------|--|--|--------------|
| <input type="checkbox"/> | Project Summary | Must include labeled paragraphs for Intellectual Merit and Broader Impacts | 1 page |
| <input type="checkbox"/> | Project Description | See solicitation for detailed description of desired content | 15 pages |
| <input type="checkbox"/> | References Cited | References should include names of all authors in the same sequence they appear in the publication | |
| <input type="checkbox"/> | Biographical Sketches | Should be included for PI and all co-PIs and Key Personnel including consultants and unpaid collaborators - Please note that these must adhere strictly to the guidelines on pages II-9 and II-10 of the latest NSF GPG. Grants are being returned for failure to comply with these details | 2 pages each |
| <input type="checkbox"/> | Budget (including budget justification) | Budget (including budget justification) - Provide line by line documentation on budget items in the justification | 3 pages |
| <input type="checkbox"/> | Current and Pending Support | Must be included for PI, and all co-PIs and Key Personnel. Should all current projects and pending proposals (including the current proposal) | |
| <input type="checkbox"/> | Facilities, Equipment and Other Resources | | |
| <input type="checkbox"/> | Data Management Plan | | 2 pages |
| <input type="checkbox"/> | Supplementary Documents | Include only those applicable | |
| <input type="checkbox"/> | | - Postdoctoral Researcher Mentoring Plan - To be included for all proposals requesting support for postdocs | 1 page |
| <input type="checkbox"/> | | - Rationale for performance of all or part of the project off-campus or away from organizational headquarters | |
| <input type="checkbox"/> | | - Documentation of collaborative arrangements of significance to the proposal through letters of commitment | |
| <input type="checkbox"/> | | - Environmental Impact statement | |