**7:30 – 8:30** **REGISTRATION and CONTINENTAL BREAKFAST** *– Participants*

*Manley Student Center, Building 9A*

**8:30 – 8:45** **INTRODUCTION and WELCOME**

***Susan Mason,*** *NSF Office of Legislative and Public Affairs, External Affairs*

***Mary Schmidt Campbell****, Spelman College President*

*Living and Learning Center II (LLC II) Auditorium, Building 6*

**8:45 – 9:00** **INTRO and OVERVIEW – Expectations of the Day –** *Susan Mason*

**9:00 – 9:30 HOW IS NSF ORGANIZED?** **–** *Susan Mason*

Introductions of directorate/office representatives

BIO - Biological Sciences – *Ben Holt*

CISE - Computer and Information Science and Engineering – *Kamau Bobb*

EHR –Education and Human Resources – *Karen King*

ENG –Engineering – *Alex Leonessa*

MPS –Mathematical and Physical Sciences – *Claudia Rankins*

SBE– Social, Behavioral, and Economic Sciences – *Laura Namy*

BFA – Budget, Finance and Award Management – *Samantha Brewton Hunter*

**9:30 – 9:45 QUESTIONS and ANSWERS**

**9:45 - 10:00 BREAK**

**10:00 – 11:00 GETTING STARTED**

**The Essentials –** *Samantha Brewton Hunter*

 **Things to Consider Before Applying / Writing a Proposal** *– Ben Holt*

 **Sections of a Proposal –** *Laura Namy*

 **Questions and Answers**

**11:00 – 11:45 NSF-WIDE and CROSSCUTTING PROGRAMS** *-* *Kamau Bobb*

**HBCUs, RAPID/EAGER, ADVANCE, GRFP, MRI, RUI / ROA, REU / RET**

**Q & A about NSF-wide programs** *- All*

**11:45 - NOON BREAK – Head to Lunch**

 *Manley Student Center Atrium, Building 9A*

**NOON – 1:15 LUNCH PANEL/DISCUSSION: LESSONS LEARNED FROM SUCCESSFUL PIs**

 **Featuring:** *Jakita Thomas, Spelman* and *Lesia Crumpton-Young, Tennessee Stat*e

 Moderated by:*Karen King and Laura Namy*

*Manley Student Center Atrium, Building 9A*

**1:15 – 1:30 BREAK – Return for Plenary sessions**

Afternoon sessions moderated by: *Lisa-Joy Zgorski, OLPA, Office of External Affairs*

**1:30 – 2:15 MERIT REVIEW – Video, then discussion -** *Karen King and Alex Leonessa*

**2:15 – 3:15 CAREER PROGRAM –** *Claudia Rankins and Ben Holt*

*Discussion of all Career Awards by Directorate – All*

**3:15 – 3:30 BREAK**

**3:30 – 4:15 DIRECTORATE/OFFICE BREAKOUT SESSION –** *See list in participant packet*

**4:15 – 4:30 BREAK**

**4:30 – 5:15**  **DIRECTORATE/OFFICE BREAKOUT SESSION –** *See list in participant packet*

**5:15 – 5:30 BREAK**

**5:30 – 6:00 SUMMARY / CLOSING SESSION**

*Science Center Building 19A, Room 134*

**6:00 – 7:00 NETWORKING RECEPTION**

*Science Center Lobby*