



# NSF's Project Reporting Requirements Made Easy: Why, What, When, Where and How

- Host:

- Kelsey Cook ([kcook@nsf.gov](mailto:kcook@nsf.gov))

Senior Advisor and Program Director, Division of Chemistry

- Experts:

- David Saunders, Jr. ([dmsaunde@nsf.gov](mailto:dmsaunde@nsf.gov))

IT Specialist, Division of Information Systems

- Stephanie Yee ([syee@nsf.gov](mailto:syee@nsf.gov))

IT Specialist, Division of Information Systems

- NSF PAPPG Section VII.D:

[https://www.nsf.gov/pubs/policydocs/pappg22\\_1/pappg\\_7.jsp#VIID](https://www.nsf.gov/pubs/policydocs/pappg22_1/pappg_7.jsp#VIID)



Submit questions  
through the Q&A  
feature



# NSF's Project Reporting Requirements Made Easy: Why, What, When, Where and How

- “Used in [NSF’s] annual reports to Congress to demonstrate the Foundation’s performance.”
  - Accomplishments
    - Goals (normally unchanging)
    - Accomplishments (Activities, Objectives, Results, Outcomes – **at least one subsection**)
    - Opportunities for Training & Professional Development (Broader Impacts)
    - Dissemination (q.v., “Products”)
    - Plans (“Nothing to report” in final report)
    - Note: Supporting Files are for “images, tables, charts, or other graphics” – NOT the narrative!
  - Products (especially publications and patents) ***acknowledging NSF support (including award ID)***



# NSF's Project Reporting Requirements Made Easy: Why, What, When, Where and How

- Participants/Organizations
  - Individuals (students, postdocs, senior personnel); person months worked (not paid)
  - **\*\*New\*\*** Update of Current & Pending Support (additions only, for PI/co-PI; distinct from pre-award update)
  - Other organizations/Other collaborators or contacts
- “These reports also provide NSF program officers and administrative offices with information on the progress of supported projects and the way these funds are used.”
  - Impacts (Highlights)
  - Changes/Problems (e.g., Facilitation Awards For Scientists And Engineers With Disabilities, FASED)
- “Information in these reports may be made available to the general public through the Freedom of Information Act (FOIA).”



# KDC's Research Performance Progress Report (RPPR) Checklist

- Accomplishments/Impacts (Including Broader Impacts; Highlights)
- Products (Publications, acknowledgements; some uniquely NSF)
- Participants (Postdoctoral Mentoring Plan)
- Changes/Problems



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# Today's Agenda

- Overview of Research.gov Project Reports
- Overview of the NSF Public Access Repository and recent updates
- Demo



## Overview of Research.gov Project Reports

<https://www.research.gov/research-web/content/aboutprojectreports>

- Annual project reports are required for all standard and continuing grants and cooperative agreements.
- Final reports are required for all standard and continuing grants, cooperative agreements and fellowships.
- Interim project reports are not required and are used to update the progress of a project any time during or before the award period expires
- Public Outcome Reports (for the general public)





## Overview of Research.gov Project Reports

- Only Principal Investigators (PIs) and co-PIs can create, edit and submit project reports
- Sponsored Projects Office (SPO) staff and administrative users with read-only access can view project reports
- All submitted annual and final reports must be approved by an NSF Program Officer to meet the submission requirements. Project Outcomes reports are not approved by NSF



# NSF Project Reporting Reminders

- Annual Project Report (APR) is **due** during the 90 days prior to the end of the current budget period. This allows adequate time for the cognizant NSF Program Officer to review and approve the report prior to the start of the next budget period.
- APRs become **overdue** at the end of the budget period
- Final Project Report (FPR), which is the final APR of the project, and Project Outcomes Report for the General Public (POR) must be submitted **NO LATER THAN 120 Days following the End Date**. They are overdue on the 121st day.
- Reminder emails are sent 30, 60, 90 days preceding the end of the period.



# Federal Awardee Performance Integrity Information System

- Federal awarding agencies are required to report overdue project reports at the time of award closeout.
- Starting with awards made after November 12, 2020: “if the grantee does not submit all performance reports within one year of the period of performance end date, NSF must report the grantee’s **material failure to comply** with the terms and conditions of the award with the OMB-designated integrity and performance system (currently FAPIIS).”
- The NSF Director recently issued an Important Notice (see <https://www.nsf.gov/pubs/issuances/in148.jsp>)



# Public Access

<https://beta.nsf.gov/public-access>

- **Does Public Access apply to me?**
- If your organization receives an award based on a proposal submitted, or due, on or after January 25, 2016, then the Public Access requirement applies. You will then need to [deposit publications in the NSF Public Access Repository \(NSF-PAR\)](#) (sign in to Research.gov and choose 'Deposit Publication' from My Desktop).
- New – Deposit Datasets (this is voluntary)



<a href="#">My Desktop</a>	<a href="#">Prepare &amp; Submit Proposals</a>	<a href="#">Awards &amp; Reporting</a>	<a href="#">Manage Financials</a>	<a href="#">Administration</a>
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**⚠️ ALERT:** 3/29 was the last day to obtain a new DUNS number for purposes of getting a SAM Unique Entity Identifier (UEI). SAM.gov will be offline from 8:00 PM ET on 4/1 – 9:00 AM ET on 4/4. A SAM UEI may be obtained from SAM.gov any time after 4/4 without using a DUNS number. A SAM UEI is required to register a new organization with NSF.

**i** Now Effective: Use of the new System for Award Management (SAM) Unique Entity Identifier (UEI) in NSF systems in place of DUNS number. [Click here](#) for additional information.

**i** NSF to begin requiring use of Research.gov for preparation and submission of proposals in response to program descriptions. [Click here](#) for more information.

[Hide all notifications](#) (Viewing 3 of 3 notifications)

## My Desktop

<h3>Prepare &amp; Submit Proposals</h3> <p><a href="#">Letters of Intent and Proposals (Preliminary, Full, and Renewal)</a></p> <p><a href="#">Demo Site: Prepare Proposals</a></p> <p><a href="#">Prepare Proposals in FastLane</a></p> <p><a href="#">Proposal Status</a></p>	<h3>Awards &amp; Reporting</h3> <p><a href="#">Notifications &amp; Requests</a></p> <p><a href="#">Project Reports</a></p> <p><a href="#">Award Functions</a></p> <p>NSF Public Access Repository (NSF-PAR):</p> <p><a href="#">Add Research Products</a></p> <p><a href="#">Manage Research Products</a></p>	<h3>Fellowships &amp; Honorary Awards</h3> <p><a href="#">Graduate Research Fellowship Program (GRFP Officials only)</a></p>
<h3>Manage Financials</h3> <p><a href="#">ACMS (Award Cash Management Service)</a></p> <p><a href="#">Program Income Reporting</a></p> <p><a href="#">Grantee Cash Management Section Contacts</a></p>	<h3>Administration</h3> <p><a href="#">User Management</a></p> <p><a href="#">Research Administration</a></p> <p><a href="#">Look Up NSF ID</a></p>	



# Public Access (NSF-PAR) Datasets

- PI/co-PI(s) can now add datasets to the NSF-PAR repository and associate them with NSF Award IDs. This process:
  - Requires that the dataset was deposited in a repository that mints a Digital Object Identifier (DOI) with the DataCite registration agency.
  - Only stores the metadata – not the dataset itself – in the NSF-PAR repository.
  - **Does not automatically populate in-progress project reports as publications.**
  - Is a pilot run of the dataset workflow to receive feedback from PI/co-PI(s) given concerns over increasing administrative burden and underlying questions regarding the frequency and practices of PI/co-PI(s) in depositing datasets at all.
- **This does not change FY22 reporting requirements.**
  - PI/co-PI(s) can already report on datasets without going through NSF-PAR.



# Results of adding to NSF-PAR

- The dataset is immediately searchable in the NSF-PAR search ([par.nsf.gov](http://par.nsf.gov))
- The dataset does not populate in-progress project reports at this time
- Work is underway to implement:
  - Removing datasets from NSF-PAR
  - Auto-populate in-progress project reports with the ability to remove them from the report
  - Removing NSF-PAR datasets from in-progress project reports





# New workflow for adding datasets

NSF Public Access Repository (NSF-PAR)  
A partnership with the Department of Energy,  
Office of Science and Technical Information

Research.gov  
ONLINE GRANTS MANAGEMENT  
FOR THE NSF COMMUNITY

Add Research Products | Manage Research Products | Contacts | Fags | Welcome, Emmanuelle Pales Espinosa

### Add Research Products

**Required**

Add a research product into NSF-PAR :

Publication

Dataset

Next >

1  
New landing page and  
product type selection

2  
Enter DOI to retrieve  
metadata and confirm

### Add Dataset

1. Retrieve Dataset Info | 2. Select Asset & Acknowledge | 3. Review

To make your dataset publicly available in the NSF-PAR repository your third-party repository must have minted the DOI for your dataset through [DataCite.org](https://DataCite.org/) [?]. It may take one day to a couple of weeks to obtain a DOI based on the processing time of the third-party repository. We are aware that there may be repositories that mint DOIs associated with other metadata schemas other than the one used by DataCite. At this time we are only accommodating the DataCite schema.

**Required**

Enter Digital Object Identifier (DOI) number:  Where do I find my DOI number?

(e.g. 10.NNNN.XXXXX)

Retrieve

DOI Number: 10.NNNN.XXXXX

Title(s): Test Title

Creator(s): Smith, John; Jones, Jane

Corporate Creator(s): Test Corporate Creator

Publisher: Test Publisher Name

Publication Year: 2020

Description(s): Abstract  
Lorem ipsum dolor sit amet, consectetur adipiscing elit. Pellentesque at ullamcorper diam. Praesent risus diam, malesuada et mi non, ultricies efficitur sapien. Pellentesque luctus eros nisi, eget cursus nibh viverra sed. Aliquam aliquam orci et erat tristique, non consequat lorem interdum. Aenean posuere, eros eu pellentesque ultrices, est nunc lacet eros, vel vulputate lectus eros ut nisi. Vivamus consectetur nisi vitae dui egetas, vitae imperdiet nibh condimentum. Nunc non tellus consectetur, facilis dui convallis, finibus orci. Nam vulputate feila in ullamcorper euismod. Etiam eget nulla id turpis luctus congue sit amet vel nisi. Fusce scelerisque vehicula risus ac lectus. Nullam feila nunc, venenatis eu nulla ut, vulputate eleifend leo. Phasellus leo tellus, vestibulum eget diam eget, tempus posuere erat. Aenean volutpat mi sit amet nulla convallis.

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Series Information  
Test Journal Name, Volume 3, Issue 2 November 2016 Pages 60-62

Subject(s): test subject1; test subject 2; test subject 3;

Format(s): XML, Model, XLSX

Size(s): 6MB; 15KB; 3MB

Version: 2.0

Previous Next





# New workflow for adding datasets

\* Select Award ID:  
-- Select One-- Remove Award

\* Acknowledgement [?](#)  
 I acknowledge the Federal Government's license as set forth in the "Copyrighted Materials" article of the NSF Grant General Conditions.

[+ Add additional award ID](#)

3 Select associated NSF Award for dataset

4 Add Dataset - Confirmation

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✔ Your Dataset with NSF-PAR ID <number> has been successfully added for processing. ✕

**Note:**

- At this time, NSF-PAR does not automatically add datasets to your in-progress project reports.

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[Return to Add Research Products](#) Print Summary



# Next CHE Office Hour

April 22, 2022 4 PM – 5PM EDT

## **NSF and NIH-NIGMS Funding Opportunities for Early Career Investigators**

The Division of Chemistry (CHE) and the Division of Pharmacology, Physiology, and Biological Chemistry (PPBC) at the NIH National Institute of General Medical Sciences (NIGMS) will jointly host a virtual office hour to provide an overview of NIH and NSF funding opportunities (e.g., CAREER and MIRA, respectively) that are available for early-stage investigators who do research in areas supported by either Division. A brief presentation will be followed by a Q&A session where participants can ask specific questions.

**Pre-registration is required using this link:**

<https://nsf.zoomgov.com/meeting/register/vJltdOuvpzosGDQu5amIH9pD4CceMpJ9cek>

**Suggest Office Hour topics at [cheminfo@nsf.gov](mailto:cheminfo@nsf.gov).**



Kelsey Cook  
[kcook@nsf.gov](mailto:kcook@nsf.gov)  
703-292-7490



Stephanie Yee  
[syee@nsf.gov](mailto:syee@nsf.gov)

David Saunders  
[dmsaunde@nsf.gov](mailto:dmsaunde@nsf.gov)