

SOCIOLOGY PROGRAM - Doctoral Dissertation Research Improvement Awards (Soc-DDRI)

PROGRAM SOLICITATION NSF 18-577

REPLACES DOCUMENT(S):
NSF 14-604



National Science Foundation

Directorate for Social, Behavioral & Economic Sciences
Division of Social and Economic Sciences

Full Proposal Target Date(s):

October 29, 2018

DDRI Full Proposal

February 28, 2019

February 28, Annually Thereafter

Invited Resubmission

October 15, 2019

October 15, Annually Thereafter

DDRI Full Proposal

IMPORTANT INFORMATION AND REVISION NOTES

This solicitation outlines submission requirements for Principal Investigators (PIs) submitting Doctoral Dissertation Research Improvement (DDRI) proposals to Sociology. The Fall 2018 target date for submission of proposals to the Sociology DDRI competition is October 29, 2018 and then October 15 annually thereafter. Based on the evaluation of proposals in the Fall competition, some PIs may be invited to revise and resubmit proposals for the Spring competition (February 28, 2019 and annually thereafter). Proposals to the annual Spring competition will be accepted only from PIs whose proposals were declined in the Fall competition and who are formally invited to resubmit. Those not receiving a resubmission invitation can only reapply to the following Fall target date (October 15).

In this solicitation, a DDRI award may not exceed \$16,000. The amount includes both direct and indirect costs for the entire duration of the award.

This solicitation provides new clarification regarding certain aspects of DDRI proposal preparation for submission to the Sociology Program.

Any proposal submitted in response to this solicitation should be submitted in accordance with the revised *NSF Proposal & Award Policies & Procedures Guide* (PAPPG) ([NSF 19-1](#)), which is effective for proposals submitted, or due, on or after February 25, 2019.

SUMMARY OF PROGRAM REQUIREMENTS

General Information

Program Title:

SOCIOLOGY PROGRAM - Doctoral Dissertation Research Improvement Awards (Soc-DDRI)

Synopsis of Program:

The Sociology Program supports basic research on all forms of human social organization -- societies, institutions, groups and demography -- and processes of individual and institutional change. The Program encourages theoretically focused empirical investigations aimed at improving the explanation of fundamental social processes. Included is research on organizations and organizational behavior, population

dynamics, social movements, social groups, labor force participation, stratification and mobility, family, social networks, socialization, gender, race and the sociology of science and technology. The Program supports both the collection of original data and secondary data analysis and is open to the full range of quantitative and qualitative methodological tools. Theoretically grounded projects that offer methodological innovations and improvements for data collection and analysis are also welcomed.

As part of its effort to encourage and support projects that explicitly integrate education and basic research, the Sociology Program provides support to improve the conduct of doctoral dissertation projects undertaken by doctoral students enrolled in U.S. Institutions of Higher Education (IHEs) when the dissertation research is conducted in a scientifically sound manner and it offers strong potential for enhancing more general scientific knowledge. The Sociology Program funds doctoral dissertation research to defray direct costs associated with conducting research, for example, dataset acquisition, additional statistical or methodological training, meeting with scholars associated with original datasets, and fieldwork away from the student's home campus. Projects are evaluated using the two Foundation-wide criteria, intellectual merit and broader impacts. In assessing the intellectual merit of proposed research, four components are key to securing support from the Sociology Program: (1) the issues investigated must be theoretically grounded; (2) the research should be based on empirical observation or be subject to empirical validation or illustration; (3) the research design must be appropriate to the questions asked; and (4) the proposed research must advance understanding of social processes, structures and methods.

Cognizant Program Officer(s):

Please note that the following information is current at the time of publishing. See program website for any updates to the points of contact.

- Joseph Whitmeyer, telephone: (703) 292-7808, email: jwhitmey@nsf.gov
- Toby Parcel, telephone: (703) 292-7318, email: tparcel@nsf.gov
- Liana A. Denola, telephone: (703) 292-2675, email: ldenola@nsf.gov

Applicable Catalog of Federal Domestic Assistance (CFDA) Number(s):

- 47.075 --- Social Behavioral and Economic Sciences

Award Information

Anticipated Type of Award: Standard Grant

Estimated Number of Awards: 30 to 35

During a fiscal year, the Sociology Program expects to recommend a total of 30-35 Doctoral Dissertation Research Improvement (DDRI) awards.

Anticipated Funding Amount: \$560,000

The Sociology Program anticipates spending up to \$560,000, pending the availability of funds. Proposal budgets should be developed at scales appropriate for the work to be conducted. DDRI awards may not exceed \$16,000. The amount includes both direct and indirect costs for the entire duration of the award.

Eligibility Information

Who May Submit Proposals:

Proposals may only be submitted by the following:

- Ph.D. granting Institutions of Higher Education accredited in, and having a campus located in the US, acting on behalf of their faculty members.

Who May Serve as PI:

DDRI proposals must be submitted with a principal investigator (PI) and a co-principal investigator (co-PI).

The PI must be the advisor of the doctoral student or another faculty member at the U.S. IHE where the doctoral student is enrolled. The doctoral student whose dissertation research will be supported must be designated as a co-PI. There is no limitation on the number of times that an individual may be the principal investigator on a DDRI proposal or proposals submitted to the Sociology Program, either during a specific competition or over the course of her/his career.

There is no limitation on the number of times a doctoral student may serve as co-PI on a DDRI proposal to the Sociology Program provided the student meets the eligibility criteria. A student and her/his advisor, however, should carefully consider the times during the student's graduate program that are most appropriate for submission of a DDRI proposal. Proposals will only be accepted in the Sociology Program's Spring DDRI competition if they were submitted to a Fall competition, were declined, and received an invitation to resubmit. The invitation to resubmit will be included in the panel summary.

Limit on Number of Proposals per Organization:

There are no restrictions or limits.

Limit on Number of Proposals per PI or Co-PI:

There are no restrictions or limits.

Proposal Preparation and Submission Instructions

A. Proposal Preparation Instructions

- **Letters of Intent:** Not required
- **Preliminary Proposal Submission:** Not required
- **Full Proposals:**
 - Full Proposals submitted via FastLane: *NSF Proposal and Award Policies and Procedures Guide* (PAPPG) guidelines apply. The complete text of the PAPPG is available electronically on the NSF website at: https://www.nsf.gov/publications/pub_summ.jsp?ods_key=pappg.
 - Full Proposals submitted via Research.gov: *NSF Proposal and Award Policies and Procedures Guide* (PAPPG) guidelines apply. The complete text of the PAPPG is available electronically on the NSF website at: https://www.nsf.gov/publications/pub_summ.jsp?ods_key=pappg.
 - Full Proposals submitted via Grants.gov: *NSF Grants.gov Application Guide: A Guide for the Preparation and Submission of NSF Applications via Grants.gov* guidelines apply (Note: The *NSF Grants.gov Application Guide* is available on the Grants.gov website and on the NSF website at: https://www.nsf.gov/publications/pub_summ.jsp?ods_key=grantsgovguide).

B. Budgetary Information

- **Cost Sharing Requirements:**

Inclusion of voluntary committed cost sharing is prohibited.
- **Indirect Cost (F&A) Limitations:**

Not Applicable
- **Other Budgetary Limitations:**

Other budgetary limitations apply. Please see the full text of this solicitation for further information.

C. Due Dates

- **Full Proposal Target Date(s):**
 - October 29, 2018
 - DDRI Full Proposal
 - February 28, 2019
 - February 28, Annually Thereafter
 - Invited Resubmission
 - October 15, 2019
 - October 15, Annually Thereafter
 - DDRI Full Proposal

Proposal Review Information Criteria

Merit Review Criteria:

National Science Board approved criteria apply.

Award Administration Information

Award Conditions:

Standard NSF award conditions apply.

Reporting Requirements:

Standard NSF reporting requirements apply.

TABLE OF CONTENTS

[Summary of Program Requirements](#)

- I. [Introduction](#)
- II. [Program Description](#)
- III. [Award Information](#)
- IV. [Eligibility Information](#)
- V. [Proposal Preparation and Submission Instructions](#)
 - A. [Proposal Preparation Instructions](#)
 - B. [Budgetary Information](#)
 - C. [Due Dates](#)
 - D. [FastLane/Research.gov/Grants.gov Requirements](#)
- VI. [NSF Proposal Processing and Review Procedures](#)
 - A. [Merit Review Principles and Criteria](#)
 - B. [Review and Selection Process](#)
- VII. [Award Administration Information](#)
 - A. [Notification of the Award](#)
 - B. [Award Conditions](#)
 - C. [Reporting Requirements](#)
- VIII. [Agency Contacts](#)
- IX. [Other Information](#)

I. INTRODUCTION

The Sociology Program supports basic research on all forms of human social organization -- societies, institutions, groups and demography -- and processes of individual and institutional change. The Program encourages theoretically focused empirical investigations aimed at improving the explanation of fundamental social processes. Included is research on organizations and organizational behavior, population dynamics, social movements, social groups, labor force participation, stratification and mobility, family, social networks, socialization, gender, race and the sociology of science and technology. The Program supports both original data collections and secondary data analysis that use the full range of quantitative and qualitative methodological tools. Theoretically grounded projects that offer methodological innovations and improvements for data collection and analysis are also welcomed.

As part of its effort to encourage and support projects that explicitly integrate education and basic research, the Sociology Program provides support to improve the conduct of doctoral dissertation projects undertaken by doctoral students enrolled in U.S. IHEs when the dissertation research is conducted in a scientifically sound manner and it offers strong potential for enhancing more general scientific knowledge. The Sociology Program funds doctoral dissertation research to defray direct costs associated with conducting research, for example, dataset acquisition, additional statistical or methodological training, meeting with scholars associated with original datasets, and fieldwork away from the student's home campus. Projects are evaluated using the two Foundation-wide criteria, intellectual merit and broader impacts. In assessing the intellectual merit of proposed research, four components are key to securing support from the Sociology Program: (1) the issues investigated must be theoretically grounded; (2) the research should be based on empirical observation or be subject to empirical validation or illustration; (3) the research design must be appropriate to the questions asked; and (4) the proposed research must advance our understanding of social processes, structures and methods.

This solicitation provides instructions for preparation of proposals for the Doctoral Dissertation Improvement (DDRI) proposals to the Sociology (Soc) Program.

II. PROGRAM DESCRIPTION

Through its competitive grants competitions, the Sociology Program of the U.S. National Science Foundation seeks to advance basic understanding and methods in Sociology and related fields to enhance fundamental knowledge and practice. The Sociology Program is committed to supporting basic sociological research and wider ranging interdisciplinary research in which sociologists may play critical roles. In alignment with the NSF Strategic Plan for Fiscal Years 2018 through 2022, *Building the Future: Investing in Discovery and Innovation*, the Sociology Program expects that the research it supports will draw upon and enhance fundamental theory in sociology and it will encourage and support potentially transformative research that has potential larger-scale, longer-term significance for both basic understanding and for societal benefit.

The Sociology Program's dissertation improvement grants are awarded to support high-quality doctoral dissertation research in sociology. A proposal submitted for consideration by the Sociology Program at NSF will be most competitive if the research advances sociological theory and knowledge rather than merely focusing on specific topics of sociological interest. Competitive proposals focus on one or a few core questions that are theoretically derived or framed, and articulate how scientifically sound methods will be used to address questions, but also enhance broader sociological theory. As a general rule, proposals that review well are those that clearly state a central research question, make an argument that engages and/or debates relevant literatures, specifies the data that will be gathered and the analytic procedures that will apply to those data. Additionally, strong proposals state what the researcher expects to find or show through the research. Projects designed primarily to "expand" or "explore" our understanding of a phenomenon tend to be too preliminary for NSF support. Likewise, the Sociology Program does not fund evaluation projects or those with a primarily applied focus. NSF-funded sociology proposals tend to be theoretically framed and make clear contributions to sociological theory, and the strongest proposals have a research design that permits falsifiability so that the PI/co-PI can be wrong as well as right.

The Sociology Program frequently engages in co-review of regular research proposals with other NSF programs, but it does not co-review Doctoral Dissertation Research Improvement (DDRI) proposals. Proposals submitted to the DDRI program in Sociology will only be reviewed by the Sociology Program. It also will not co-review proposals submitted to other NSF programs. DDRI awards provide support to enhance and improve the conduct of doctoral dissertation projects conducted by doctoral students enrolled in U.S. IHEs who are conducting scientific research that enhances basic scientific knowledge. As noted in the title of the awards, DDRI awards are meant to improve the conduct of the dissertation research. All DDRI proposals recommended for funding by the Sociology Program must clearly demonstrate how the proposed research will contribute to the advancement of basic sociological scientific theory and knowledge. The most competitive proposals will be those that also demonstrate how already significant research will be improved with DDRI funding.

DDRI awards are not intended to provide the full costs of a student's doctoral dissertation research. DDRI awards recommended by Sociology will not exceed \$16,000, a total that includes both allowable direct costs and appropriate indirect costs over the duration of the award. Project budgets should be developed at scales appropriate for the work to be conducted and may only include costs directly associated with the conduct of dissertation research. DDRI awards provide funding for research costs not normally covered by the student's institution. Examples of the kinds of expenses that may be included in a DDRI proposal budget are the following:

- Costs associated with travel and related expenses to conduct research at field sites, archives, specialized collections, and/or facilities away from the student's campus;
- Costs for data-collection activities, including the conduct of surveys, questionnaires, and/or focus groups or the purchase of extant data;
- Costs for equipment necessary for the conduct of the project that will be devoted to the project over the duration of the award (any equipment purchased with NSF funds becomes property of the awardee organization);
- Costs for payments to research subjects and/or informants;
- Costs for non-routine materials and supplies required for the conduct of the project;
- Costs for data transcription (a letter outlining service and service costs will be required before an award will be recommended);
- Analysis and research services not otherwise available;
- Costs for training in qualitative and quantitative methods required to complete the dissertation.

DDRI awards may be for one or two years in duration. The dissertation does not have to be completed during that time period, but costs associated with research activities to be reimbursed with DDRI funds must be incurred when the award is active.

III. AWARD INFORMATION

The Sociology Program anticipates spending up to \$560,000 per fiscal year on Doctoral Dissertation Improvement (DDRI) awards pending the availability of funds. A DDRI award is a standard grant and may be for one or two years in duration and cannot exceed \$16,000 (this amount includes both direct and indirect costs for the entire duration of the award). The total estimated number of DDRI awards per fiscal year is 30 to 35.

IV. ELIGIBILITY INFORMATION

Who May Submit Proposals:

Proposals may only be submitted by the following:

- Ph.D. granting Institutions of Higher Education accredited in, and having a campus located in the US, acting on behalf of their faculty members.

Who May Serve as PI:

DDRI proposals must be submitted with a principal investigator (PI) and a co-principal investigator (co-PI).

The PI must be the advisor of the doctoral student or another faculty member at the U.S. IHE where the doctoral student is enrolled. The doctoral student whose dissertation research will be supported must be designated as a co-PI. There is no limitation on the number of times that an individual may be the principal investigator on a DDRI proposal or proposals submitted to the Sociology Program, either during a specific competition or over the course of her/his career.

There is no limitation on the number of times a doctoral student may serve as co-PI on a DDRI proposal to the Sociology Program provided the student meets the eligibility criteria. A student and her/his advisor, however, should carefully consider the times during the student's graduate program that are most appropriate for submission of a DDRI proposal. Proposals will only be accepted in the Sociology Program's Spring DDRI competition if they were submitted to a Fall competition, were declined, and received an invitation to resubmit. The invitation to resubmit will be included in the panel summary.

Limit on Number of Proposals per Organization:

There are no restrictions or limits.

Limit on Number of Proposals per PI or Co-PI:

There are no restrictions or limits.

V. PROPOSAL PREPARATION AND SUBMISSION INSTRUCTIONS

A. Proposal Preparation Instructions

Full Proposal Preparation Instructions: Proposers may opt to submit proposals in response to this Program Solicitation via Grants.gov or via the NSF FastLane system.

- Full proposals submitted via FastLane: Proposals submitted in response to this program solicitation should be prepared and submitted in accordance with the general guidelines contained in the *NSF Proposal & Award Policies & Procedures Guide* (PAPPG). The complete text of the PAPPG is available electronically on the NSF website at: https://www.nsf.gov/publications/pub_summ.jsp?ods_key=pappg. Paper copies of the PAPPG may be obtained from the NSF Publications Clearinghouse, telephone (703) 292-7827 or by e-mail from nsfpubs@nsf.gov. Proposers are reminded to identify this program solicitation number in the program solicitation block on the NSF Cover Sheet For Proposal to the National Science Foundation. Compliance with this requirement is critical to determining the relevant proposal processing guidelines. Failure to submit this information may delay processing.
- Full proposals submitted via Grants.gov: Proposals submitted in response to this program solicitation via Grants.gov should be prepared and submitted in accordance with the *NSF Grants.gov Application Guide: A Guide for the Preparation and Submission of NSF Applications via Grants.gov*. The complete text of the *NSF Grants.gov Application Guide* is available on the Grants.gov website and on the NSF website at: (https://www.nsf.gov/publications/pub_summ.jsp?ods_key=grantsgovguide). To obtain copies of the Application Guide and Application Forms Package, click on the Apply tab on the Grants.gov site, then click on the Apply Step 1: Download a Grant Application Package and Application Instructions link and enter the funding opportunity number, (the program solicitation number without the NSF prefix) and press the Download Package button. Paper copies of the Grants.gov Application Guide also may be obtained from the NSF Publications Clearinghouse, telephone (703) 292-7827 or by e-mail from nsfpubs@nsf.gov.

See PAPPG Chapter II.C.2 for guidance on the required sections of a full research proposal submitted to NSF. Please note that the proposal preparation instructions provided in this program solicitation may deviate from the PAPPG instructions.

Proposal Sections to Be Prepared as Directed in the *NSF Proposal & Award Policies & Procedures Guide* (PAPPG) or the *NSF Grants.gov Application Guide*:

The following sections of the proposal are mandatory and should be prepared in accordance with the relevant instructions contained in the *NSF Proposal & Award Policies & Procedures Guide* (PAPPG) or the *NSF Grants.gov Application Guide*:

Collaborators and Other Affiliations Information: Proposers should follow the guidance specified in Chapter II.C.1.e of the NSF PAPPG.

Project Summary - Note the requirements referenced in the "Synopsis of Program" above, regarding explicit discussion of the intellectual merit and broader impacts in separate subsections.

References Cited - This is a separate section of the proposal and it immediately follows the Project Description.

Biographical Sketches - Biographical sketches are required for the advisor (PI), doctoral student (co-PI), additional co-PIs, and any Senior Personnel and should include all required sections.

Budgets - A narrative with budget justification should accompany the budget, with explanations for all costs being as detailed as possible.

Current and Pending Support - This proposal is considered a pending activity and should be listed for the advisor, doctoral student, any other co-PIs, and Senior Personnel.

Facilities, Equipment, and Other Resources - Descriptions of other resources that may assist in the conduct of the project may be identified, but these descriptions should be narrative in nature and must not include any quantifiable financial information. If there are no facilities, equipment, or other resources to describe, a statement to that effect must be included in the proposal.

Proposal Sections with Special Instructions for Proposals Submitted in Response to This Solicitation

Note: Failure to comply with Sociology DDRI solicitation-specific instructions may result in a proposal being returned without review.

The following sections of the proposal are mandatory and should be prepared in accordance with the following supplementary instructions as well as the guidance in the *NSF Proposal & Award Policies & Procedures Guide* (PAPPG) or the *NSF Grants.gov Application Guide*.

Proposal Cover Sheet

The solicitation number for this solicitation should be specified as the program solicitation number. Proposers should not use the number of the *NSF Proposal & Award Policies & Procedures Guide* (PAPPG).

Once the Sociology Program – Doctoral Dissertation Research Improvement Awards solicitation number is selected, the NSF Unit of Consideration should automatically be populated with SES-Sociology –DDRI. You should not select additional programs because the Sociology Program does not co-review DDRI proposals.

"Doctoral Dissertation Research:" should be the prefix before the substantive title of the DDRI proposal. The substantive title of the proposal should follow. This substantive portion of the title should describe the project in concise, informative language so that a scientifically or technically literate reader could understand what the project is about. The title should emphasize the scientific work to be undertaken, specifically the broader more general theoretical contribution. Proposers should not use "cute" or "attention-grabbing" subtitles or titles that suggest that the outcome of the research is already known, because such phrases will lead reviewers to question the intellectual significance of the project.

Personnel Listed on the Cover Sheet

DDRI awards focus on providing support for the dissertation research of a doctoral student. The student's advisor or another faculty member at the IHE where

the student is enrolled must serve as the principal investigator (PI) of the proposal. The student must be listed as a co-principal investigator (co-PI). In cases where a student is working closely with multiple faculty members, an additional faculty member may be added as another co-PI. (Note that identification of an individual as a PI or co-PI means that they will have administrative responsibility for an award).

Project Description

As specified in Chapter II, Section C.2.d of the *NSF Proposal & Award Policies & Procedures Guide* (PAPPG) and in the comparable section of the *NSF Grants.gov Application Guide*, the project description should be a clear statement of the work to be undertaken. Proposers should note that the project description must contain a separate section within the narrative that discusses the broader impacts of the proposed activities.

To be competitive for Sociology funding, the project description should provide clear descriptions of relevant literature and theoretical frameworks within which the project is set, a complete description of the research methods that will be used, and discussion of the expected intellectual merit and broader impacts that may result from the project.

Although a discussion of the results from prior NSF support are required for most proposals, if the PI and/or any co-PIs have had NSF funding within the last five years, results from prior support do not need to be provided for the PI or any other senior personnel.

The project description of a Sociology DDRI proposal may not be more than ten (10) pages in length. Up to five (5) additional pages following the project description may be used to include the survey guide or interview protocol. These five pages cannot have any content other than the survey guide or interview protocol.

Special Information and Supplementary Documentation

Following are supplementary documents for which special instructions are provided for proposals submitted in response to this solicitation that supplement guidance in the *NSF Proposal & Award Policies & Procedures Guide* (PAPPG) and the *NSF Grants.gov Application Guide*:

Data Management Plan

All proposals must include as a supplementary document a plan for data management and sharing the products of research. The data management plan to be submitted with a proposal must be no longer than two (2) pages in length and must be included as a supplementary document.

In preparing their data management plans, proposers should address all five of the points specified in Chapter II, Section C.2.j of the *NSF Proposal & Award Policies & Procedures Guide* (PAPPG) and the comparable section of the *NSF Grants.gov Application Guide*. Proposers are especially encouraged to specify how they intend to make data, software, and other products of the research readily available to potential users through institutionally based archives, repositories, and/or distribution networks so that the products may be easily accessed by others over long time periods.

PIs and co-PIs with prior awards funded by NSF should report on data management in accordance with the [Data Management Plan for NSF SBE Directorate Proposals and Awards](#).

Signed Statement from the Principal Investigator

The advisor or other faculty member serving as the principal investigator (PI) of the proposal now is required to submit a signed statement affirming that the student will be able to undertake the proposed research soon after a DDRI award is made. In addition, the PI must affirm that she/he has read the proposal and believes that it makes a strong case for support of the dissertation research project.

The following template must be used to prepare this statement, with changes permitted only to provide information where there are blank lines in the template. Additional text is not permitted. The statement must be signed by the PI. (In very unusual cases, an electronic signature or equivalent may be permitted, but replacement of a written signature with an electronic signature or equivalent is permitted only with prior written approval from a Sociology Program Officer).

Required template for a statement signed by the PI:

To: NSF Sociology Program

From: _____ [Insert name of the PI]

By signing below, I acknowledge that I am the listed Principal Investigator on this proposal, entitled " _____ " (*insert title of the DDRI proposal from the Cover Sheet*), with my doctoral student advisee _____ (*insert typed/printed name of the co-PI*) as the co-Principal Investigator.

I affirm that the doctoral student is at a stage in her/his graduate program that makes it very likely that the student will be able to undertake the dissertation research described in this proposal soon after a DDRI award is made.

I affirm that I have read this proposal, and I believe that this proposal makes a strong case for NSF support for this project. [Print this paragraph in bold text]

Signed: _____ [Insert PI's signature]

Institution: _____ [Insert institution name]

Date: _____ [Insert date that the statement is signed by the PI]

Letters of Collaboration

Brief statements (whether written as letters or as free-standing e-mail messages) from outside individuals and/or organizations that will work with the doctoral student and/or provide in-kind support for the proposed project may be included as supplementary documents.

Letters of collaboration should focus on the willingness of the letter's author to collaborate or provide in-kind support for the project in ways that have been outlined in the project description. Such letters should not argue for support of the project by articulating in greater detail what activities the collaborator will undertake and/or by elaborating reasons for supporting the project. Such additional text may be included in the first ten pages of the project description of the proposal, but such supportive text is not permitted in a supplementary document.

Sociology Program Officers strongly recommend the use of the following template for letters of collaboration. If this template or very similar text is not used, the text provided by the letter's author should be equally brief and to-the-point. Inclusion of longer letters may result in the PIs being forced to remove such letters (with no other changes to the proposal permitted), or NSF may return the proposal without review.

Suggested template for a letter of collaboration:

To: NSF Sociology Program

From: _____ [Insert the name of the individual collaborator or name of the organization and name and position of the official submitting this letter]

By signing or transmitting this message electronically, I acknowledge that I am listed as a collaborator on the proposal titled " _____ " [Insert proposal title], which is a doctoral dissertation research project to be undertaken by _____ [Insert PI's and co-PI's names].

I agree to collaborate with the doctoral student by undertaking the tasks associated with me as described in the project description of this proposal.

Signed: _____ [Insert the signature or name of the author of this letter]

Organization: _____ [Insert the name of the organization the letter's author is representing or with which the author is associated]

Date: _____ [Insert the date when the letter is signed or transmitted]

IRB and/or IACUC Certifications

If the submitting organization's Institutional Review Board (IRB) has approved plans for research involving human subjects or the Institutional Animal Care and Use Committee (IACUC) has approved research involving vertebrate animals, the approval date must be identified on the Cover Sheet.

If the IRB/IACUC approval has not been obtained prior to submission, the proposer should indicate "Pending" in the space provided for the approval date. If a decision is made to fund the proposal, the organization must provide a copy of the approval letter from the IRB/IACUC. The approval letter should be sent to the managing Sociology Program Officer for that proposal. If the IRB or IACUC asks that plans be forwarded to it for approval, have the application ready to go, because notification from the Program Officer that she/he would like to recommend the proposal for an award may come with a very brief time period during which necessary materials (including the IRB or IACUC certification) must be obtained. If the required certifications cannot be supplied quickly, Sociology Program Officers may have to recommend other meritorious projects that can be funded right away.

Most IRB or IACUC approvals are valid for specific time periods. If the expiration of the current approval will occur before or soon after the possible start date for an award, be prepared to seek renewal of the approval so that you have an active certification if you are informed the proposal will be recommended for funding. Once you receive written certification that your renewal has been approved, forward it to the managing Program Officer of your proposal.

Other Supplementary Documents

Unless authorized here or in the NSF PAPPG or the *NSF Grants.gov Application Guide*, no other materials should be included in this section. Letters of recommendation, letters of support, transcripts, and other such materials should not be included as supplementary documents.

Appendices

No appendices are permitted.

B. Budgetary Information

Cost Sharing:

Inclusion of voluntary committed cost sharing is prohibited.

Other Budgetary Limitations:

Other budgetary limitations apply. Please see the full text of this solicitation for further information.

Budget Preparation Instructions:

Salaries or stipends for the graduate student or the advisor are not eligible for support. Therefore, after the PI and co-PI are entered on the Cover Sheet, their names must be manually removed from the Senior Personnel listing on the Budget. This is to avoid construal as voluntary committed cost sharing, which is not permitted.

C. Due Dates

- **Full Proposal Target Date(s):**

October 29, 2018

DDRI Full Proposal

February 28, 2019

February 28, Annually Thereafter

Invited Resubmission

October 15, 2019

October 15, Annually Thereafter

DDRI Full Proposal

The Fall 2018 target date for submission of proposals to the Sociology DDRI competition is October 29, 2018. Based on the evaluation of proposals in the Fall competition, some Principal Investigators and co-PIs may be invited to revise and resubmit proposals for the Spring competition (February 28, 2019 and annually thereafter). Proposals to the annual Spring competition will only be accepted from PIs and co-PIs whose proposals were declined in the Fall competition and who are formally invited to resubmit. Those not receiving a resubmission invitation can only reapply to the following Fall target date (October 15).

D. FastLane/Research.gov/Grants.gov Requirements

For Proposals Submitted Via FastLane or Research.gov:

To prepare and submit a proposal via FastLane, see detailed technical instructions available at: <https://www.fastlane.nsf.gov/a1/newstan.htm>. To prepare and submit a proposal via Research.gov, see detailed technical instructions available at: https://www.research.gov/research-portal/appmanager/base/desktop?_nfpb=true&_pageLabel=research_node_display&_nodePath=/researchGov/Service/Desktop/ProposalPreparationandSubmission.html. For FastLane or Research.gov user support, call the FastLane and Research.gov Help Desk at 1-800-673-6188 or e-mail fastlane@nsf.gov or rgov@nsf.gov. The FastLane and Research.gov Help Desk answers general technical questions related to the use of the FastLane and Research.gov systems. Specific questions related to this program solicitation should be referred to the NSF program staff contact(s) listed in Section VIII of this funding opportunity.

For Proposals Submitted Via Grants.gov:

Before using Grants.gov for the first time, each organization must register to create an institutional profile. Once registered, the applicant's organization can then apply for any federal grant on the Grants.gov website. Comprehensive information about using Grants.gov is available on the Grants.gov Applicant Resources webpage: <https://www.grants.gov/web/grants/applicants.html>. In addition, the NSF Grants.gov Application Guide (see link in Section V.A) provides instructions regarding the technical preparation of proposals via Grants.gov. For Grants.gov user support, contact the Grants.gov Contact Center at 1-800-518-4726 or by email: support@grants.gov. The Grants.gov Contact Center answers general technical questions related to the use of Grants.gov. Specific questions related to this program solicitation should be referred to the NSF program staff contact(s) listed in Section VIII of this solicitation.

Submitting the Proposal: Once all documents have been completed, the Authorized Organizational Representative (AOR) must submit the application to Grants.gov and verify the desired funding opportunity and agency to which the application is submitted. The AOR must then sign and submit the application to Grants.gov. The completed application will be transferred to the NSF FastLane system for further processing.

Proposers that submitted via FastLane or Research.gov may use Research.gov to verify the status of their submission to NSF. For proposers that submitted via Grants.gov, until an application has been received and validated by NSF, the Authorized Organizational Representative may check the status of an application on Grants.gov. After proposers have received an e-mail notification from NSF, Research.gov should be used to check the status of an application.

VI. NSF PROPOSAL PROCESSING AND REVIEW PROCEDURES

Proposals received by NSF are assigned to the appropriate NSF program for acknowledgement and, if they meet NSF requirements, for review. All proposals are carefully reviewed by a scientist, engineer, or educator serving as an NSF Program Officer, and usually by three to ten other persons outside NSF either as *ad hoc* reviewers, panelists, or both, who are experts in the particular fields represented by the proposal. These reviewers are selected by Program Officers charged with oversight of the review process. Proposers are invited to suggest names of persons they believe are especially well qualified to review the proposal and/or persons they would prefer not review the proposal. These suggestions may serve as one source in the reviewer selection process at the Program Officer's discretion. Submission of such names, however, is optional. Care is taken to ensure that reviewers have no conflicts of interest with the proposal. In addition, Program Officers may obtain comments from site visits before recommending final action on proposals. Senior NSF staff further review recommendations for awards. A flowchart that depicts the entire NSF proposal and award process (and associated timeline) is included in PAPPG Exhibit III-1.

A comprehensive description of the Foundation's merit review process is available on the NSF website at: https://www.nsf.gov/bfa/dias/policy/merit_review/.

Proposers should also be aware of core strategies that are essential to the fulfillment of NSF's mission, as articulated in *Building the Future: Investing in Discovery and Innovation - NSF Strategic Plan for Fiscal Years (FY) 2018 – 2022*. These strategies are integrated in the program planning and implementation process, of which proposal review is one part. NSF's mission is particularly well-implemented through the integration of research and education and broadening participation in NSF programs, projects, and activities.

One of the strategic objectives in support of NSF's mission is to foster integration of research and education through the programs, projects, and activities it supports at academic and research institutions. These institutions must recruit, train, and prepare a diverse STEM workforce to advance the frontiers of science and participate in the U.S. technology-based economy. NSF's contribution to the national innovation ecosystem is to provide cutting-edge research under the guidance of the Nation's most creative scientists and engineers. NSF also supports development of a strong science, technology, engineering, and mathematics (STEM) workforce by investing in building the knowledge that informs improvements in STEM teaching and learning.

NSF's mission calls for the broadening of opportunities and expanding participation of groups, institutions, and geographic regions that are underrepresented in STEM disciplines, which is essential to the health and vitality of science and engineering. NSF is committed to this principle of diversity and deems it central to the programs, projects, and activities it considers and supports.

A. Merit Review Principles and Criteria

The National Science Foundation strives to invest in a robust and diverse portfolio of projects that creates new knowledge and enables breakthroughs in understanding across all areas of science and engineering research and education. To identify which projects to support, NSF relies on a merit review process that incorporates consideration of both the technical aspects of a proposed project and its potential to contribute more broadly to advancing NSF's mission "to promote the progress of science; to advance the national health, prosperity, and welfare; to secure the national defense; and for other purposes." NSF makes every effort to conduct a fair, competitive, transparent merit review process for the selection of projects.

1. Merit Review Principles

These principles are to be given due diligence by PIs and organizations when preparing proposals and managing projects, by reviewers when reading and evaluating proposals, and by NSF program staff when determining whether or not to recommend proposals for funding and while overseeing awards. Given that NSF is the primary federal agency charged with nurturing and supporting excellence in basic research and education, the following three principles apply:

- All NSF projects should be of the highest quality and have the potential to advance, if not transform, the frontiers of knowledge.
- NSF projects, in the aggregate, should contribute more broadly to achieving societal goals. These "Broader Impacts" may be accomplished through the research itself, through activities that are directly related to specific research projects, or through activities that are supported by, but are complementary to, the project. The project activities may be based on previously established and/or innovative methods and approaches, but in either case must be well justified.
- Meaningful assessment and evaluation of NSF funded projects should be based on appropriate metrics, keeping in mind the likely correlation between the effect of broader impacts and the resources provided to implement projects. If the size of the activity is limited, evaluation of that activity in isolation is not likely to be meaningful. Thus, assessing the effectiveness of these activities may best be done at a higher, more aggregated, level than the individual project.

With respect to the third principle, even if assessment of Broader Impacts outcomes for particular projects is done at an aggregated level, PIs are expected to be accountable for carrying out the activities described in the funded project. Thus, individual projects should include clearly stated goals, specific descriptions of the activities that the PI intends to do, and a plan in place to document the outputs of those activities.

These three merit review principles provide the basis for the merit review criteria, as well as a context within which the users of the criteria can better understand their intent.

2. Merit Review Criteria

All NSF proposals are evaluated through use of the two National Science Board approved merit review criteria. In some instances, however, NSF will employ additional criteria as required to highlight the specific objectives of certain programs and activities.

The two merit review criteria are listed below. **Both** criteria are to be given **full consideration** during the review and decision-making processes; each criterion is necessary but neither, by itself, is sufficient. Therefore, proposers must fully address both criteria. (PAPPG Chapter II.C.2.d(i). contains additional information for use by proposers in development of the Project Description section of the proposal). Reviewers are strongly encouraged to review the criteria, including PAPPG Chapter II.C.2.d(i), prior to the review of a proposal.

When evaluating NSF proposals, reviewers will be asked to consider what the proposers want to do, why they want to do it, how they plan to do it, how they will know if they succeed, and what benefits could accrue if the project is successful. These issues apply both to the technical aspects of the proposal and the way in which the project may make broader contributions. To that end, reviewers will be asked to evaluate all proposals against two criteria:

- **Intellectual Merit:** The Intellectual Merit criterion encompasses the potential to advance knowledge; and
- **Broader Impacts:** The Broader Impacts criterion encompasses the potential to benefit society and contribute to the achievement of specific, desired societal outcomes.

The following elements should be considered in the review for both criteria:

1. What is the potential for the proposed activity to
 - a. Advance knowledge and understanding within its own field or across different fields (Intellectual Merit); and
 - b. Benefit society or advance desired societal outcomes (Broader Impacts)?
2. To what extent do the proposed activities suggest and explore creative, original, or potentially transformative concepts?
3. Is the plan for carrying out the proposed activities well-reasoned, well-organized, and based on a sound rationale? Does the plan incorporate a mechanism to assess success?
4. How well qualified is the individual, team, or organization to conduct the proposed activities?
5. Are there adequate resources available to the PI (either at the home organization or through collaborations) to carry out the proposed activities?

Broader impacts may be accomplished through the research itself, through the activities that are directly related to specific research projects, or through activities that are supported by, but are complementary to, the project. NSF values the advancement of scientific knowledge and activities that contribute to achievement of societally relevant outcomes. Such outcomes include, but are not limited to: full participation of women, persons with disabilities, and underrepresented minorities in science, technology, engineering, and mathematics (STEM); improved STEM education and educator development at any level; increased public scientific literacy and public engagement with science and technology; improved well-being of individuals in society; development of a diverse, globally competitive STEM workforce; increased partnerships between academia, industry, and others; improved national security; increased economic competitiveness of the United States; and enhanced infrastructure for research and education.

Proposers are reminded that reviewers will also be asked to review the Data Management Plan and the Postdoctoral Researcher Mentoring Plan, as appropriate.

B. Review and Selection Process

Proposals submitted in response to this program solicitation will be reviewed by Panel Review.

Reviewers will be asked to evaluate proposals using two National Science Board approved merit review criteria and, if applicable, additional program specific criteria. A summary rating and accompanying narrative will generally be completed and submitted by each reviewer and/or panel. The Program Officer assigned to manage the proposal's review will consider the advice of reviewers and will formulate a recommendation.

After scientific, technical and programmatic review and consideration of appropriate factors, the NSF Program Officer recommends to the cognizant Division Director whether the proposal should be declined or recommended for award. NSF strives to be able to tell applicants whether their proposals have been declined or recommended for funding within six months. Large or particularly complex proposals or proposals from new awardees may require additional review and processing time. The time interval begins on the deadline or target date, or receipt date, whichever is later. The interval ends when the Division Director acts upon the Program Officer's recommendation.

After programmatic approval has been obtained, the proposals recommended for funding will be forwarded to the Division of Grants and Agreements for review of business, financial, and policy implications. After an administrative review has occurred, Grants and Agreements Officers perform the processing and issuance of a grant or other agreement. Proposers are cautioned that only a Grants and Agreements Officer may make commitments, obligations or awards on behalf of NSF or authorize the expenditure of funds. No commitment on the part of NSF should be inferred from technical or budgetary discussions with a NSF Program Officer. A Principal Investigator or organization that makes financial or personnel commitments in the absence of a grant or cooperative agreement signed by the NSF Grants and Agreements Officer does so at their own risk.

Once an award or declination decision has been made, Principal Investigators are provided feedback about their proposals. In all cases, reviews are treated as confidential documents. Verbatim copies of reviews, excluding the names of the reviewers or any reviewer-identifying information, are sent to the Principal Investigator/Project Director by the Program Officer. In addition, the proposer will receive an explanation of the decision to award or decline funding.

VII. AWARD ADMINISTRATION INFORMATION

A. Notification of the Award

Notification of the award is made to *the submitting organization* by a Grants Officer in the Division of Grants and Agreements. Organizations whose proposals are declined will be advised as promptly as possible by the cognizant NSF Program administering the program. Verbatim copies of reviews, not including the identity of the reviewer, will be provided automatically to the Principal Investigator. (See Section VI.B. for additional information on the review process).

B. Award Conditions

An NSF award consists of: (1) the award notice, which includes any special provisions applicable to the award and any numbered amendments thereto; (2) the budget, which indicates the amounts, by categories of expense, on which NSF has based its support (or otherwise communicates any specific approvals or disapprovals of proposed expenditures); (3) the proposal referenced in the award notice; (4) the applicable award conditions, such as Grant General Conditions (GC-1)*; or Research Terms and Conditions* and (5) any announcement or other NSF issuance that may be incorporated by reference in the award notice. Cooperative agreements also are administered in accordance with NSF Cooperative Agreement Financial and Administrative Terms and Conditions (CA-FATC) and the applicable Programmatic Terms and Conditions. NSF awards are electronically signed by an NSF Grants and Agreements Officer and transmitted electronically to the organization via e-mail.

*These documents may be accessed electronically on NSF's Website at https://www.nsf.gov/awards/managing/award_conditions.jsp?org=NSF. Paper copies may be obtained from the NSF Publications Clearinghouse, telephone (703) 292-7827 or by e-mail from nsfpubs@nsf.gov.

More comprehensive information on NSF Award Conditions and other important information on the administration of NSF awards is contained in the NSF *Proposal & Award Policies & Procedures Guide* (PAPPG) Chapter VII, available electronically on the NSF Website at https://www.nsf.gov/publications/pub_summ.jsp?ods_key=pappg.

C. Reporting Requirements

For all multi-year grants (including both standard and continuing grants), the Principal Investigator must submit an annual project report to the cognizant Program Officer no later than 90 days prior to the end of the current budget period. (Some programs or awards require submission of more frequent project reports). No later than 120 days following expiration of a grant, the PI also is required to submit a final project report, and a project outcomes report for the general public.

Failure to provide the required annual or final project reports, or the project outcomes report, will delay NSF review and processing of any future funding increments as well as any pending proposals for all identified PIs and co-PIs on a given award. PIs should examine the formats of the required reports in advance to assure availability of required data.

PIs are required to use NSF's electronic project-reporting system, available through Research.gov, for preparation and submission of annual and final project reports. Such reports provide information on accomplishments, project participants (individual and organizational), publications, and other specific products and impacts of the project. Submission of the report via Research.gov constitutes certification by the PI that the contents of the report are accurate and complete. The project outcomes report also must be prepared and submitted using Research.gov. This report serves as a brief summary, prepared specifically for the public, of the nature and outcomes of the project. This report will be posted on the NSF website exactly as it is submitted by the PI.

More comprehensive information on NSF Reporting Requirements and other important information on the administration of NSF awards is contained in the *NSF Proposal & Award Policies & Procedures Guide* (PAPPG) Chapter VII, available electronically on the NSF Website at

VIII. AGENCY CONTACTS

Please note that the program contact information is current at the time of publishing. See program website for any updates to the points of contact.

General inquiries regarding this program should be made to:

- Joseph Whitmeyer, telephone: (703) 292-7808, email: jwhitmey@nsf.gov
- Toby Parcel, telephone: (703) 292-7318, email: tparcel@nsf.gov
- Liana A. Denola, telephone: (703) 292-2675, email: ldenola@nsf.gov

For questions related to the use of FastLane or Research.gov, contact:

- FastLane and Research.gov Help Desk: 1-800-673-6188
FastLane Help Desk e-mail: fastlane@nsf.gov.
Research.gov Help Desk e-mail: rgov@nsf.gov

For questions relating to Grants.gov contact:

- Grants.gov Contact Center: If the Authorized Organizational Representatives (AOR) has not received a confirmation message from Grants.gov within 48 hours of submission of application, please contact via telephone: 1-800-518-4726; e-mail: support@grants.gov.

IX. OTHER INFORMATION

The NSF website provides the most comprehensive source of information on NSF Directorates (including contact information), programs and funding opportunities. Use of this website by potential proposers is strongly encouraged. In addition, "NSF Update" is an information-delivery system designed to keep potential proposers and other interested parties apprised of new NSF funding opportunities and publications, important changes in proposal and award policies and procedures, and upcoming NSF [Grants Conferences](#). Subscribers are informed through e-mail or the user's Web browser each time new publications are issued that match their identified interests. "NSF Update" also is available on [NSF's website](#).

Grants.gov provides an additional electronic capability to search for Federal government-wide grant opportunities. NSF funding opportunities may be accessed via this mechanism. Further information on Grants.gov may be obtained at <https://www.grants.gov>.

ABOUT THE NATIONAL SCIENCE FOUNDATION

The National Science Foundation (NSF) is an independent Federal agency created by the National Science Foundation Act of 1950, as amended (42 USC 1861-75). The Act states the purpose of the NSF is "to promote the progress of science; [and] to advance the national health, prosperity, and welfare by supporting research and education in all fields of science and engineering."

NSF funds research and education in most fields of science and engineering. It does this through grants and cooperative agreements to more than 2,000 colleges, universities, K-12 school systems, businesses, informal science organizations and other research organizations throughout the US. The Foundation accounts for about one-fourth of Federal support to academic institutions for basic research.

NSF receives approximately 55,000 proposals each year for research, education and training projects, of which approximately 11,000 are funded. In addition, the Foundation receives several thousand applications for graduate and postdoctoral fellowships. The agency operates no laboratories itself but does support National Research Centers, user facilities, certain oceanographic vessels and Arctic and Antarctic research stations. The Foundation also supports cooperative research between universities and industry, US participation in international scientific and engineering efforts, and educational activities at every academic level.

Facilitation Awards for Scientists and Engineers with Disabilities (FASSED) provide funding for special assistance or equipment to enable persons with disabilities to work on NSF-supported projects. See the *NSF Proposal & Award Policies & Procedures Guide* Chapter II.E.6 for instructions regarding preparation of these types of proposals.

The National Science Foundation has Telephonic Device for the Deaf (TDD) and Federal Information Relay Service (FIRS) capabilities that enable individuals with hearing impairments to communicate with the Foundation about NSF programs, employment or general information. TDD may be accessed at (703) 292-5090 and (800) 281-8749, FIRS at (800) 877-8339.

The National Science Foundation Information Center may be reached at (703) 292-5111.

The National Science Foundation promotes and advances scientific progress in the United States by competitively awarding grants and cooperative agreements for research and education in the sciences, mathematics, and engineering.

To get the latest information about program deadlines, to download copies of NSF publications, and to access abstracts of awards, visit the NSF Website at <https://www.nsf.gov>

- **Location:** 2415 Eisenhower Avenue, Alexandria, VA 22314
- **For General Information** (NSF Information Center): (703) 292-5111
- **TDD (for the hearing-impaired):** (703) 292-5090
- **To Order Publications or Forms:**
 - Send an e-mail to: nsfpubs@nsf.gov
 - or telephone: (703) 292-7827
- **To Locate NSF Employees:** (703) 292-5111

PRIVACY ACT AND PUBLIC BURDEN STATEMENTS

The information requested on proposal forms and project reports is solicited under the authority of the National Science Foundation Act of 1950, as amended. The information on proposal forms will be used in connection with the selection of qualified proposals; and project reports submitted by awardees will be used for program evaluation and reporting within the Executive Branch and to Congress. The information requested may be disclosed to qualified reviewers and staff assistants as part of the proposal review process; to proposer institutions/grantees to provide or obtain data regarding the proposal review process, award decisions, or the administration of awards; to government contractors, experts, volunteers and researchers and educators as necessary to complete assigned work; to other government agencies or other entities needing information regarding applicants or nominees as part of a joint application review process, or in order to coordinate programs or policy; and to another Federal agency, court, or party in a court or Federal administrative proceeding if the government is a party. Information about Principal Investigators may be added to the Reviewer file and used to select potential candidates to serve as peer reviewers or advisory committee members. See Systems of Records, [NSF-50](#), "Principal Investigator/Proposal File and Associated Records," 69 Federal Register 26410 (May 12, 2004), and [NSF-51](#), "Reviewer/Proposal File and Associated Records," 69 Federal Register 26410 (May 12, 2004). Submission of the information is voluntary. Failure to provide full and complete information, however, may reduce the possibility of receiving an award.

An agency may not conduct or sponsor, and a person is not required to respond to, an information collection unless it displays a valid Office of Management and Budget (OMB) control number. The OMB control number for this collection is 3145-0058. Public reporting burden for this collection of information is estimated to average 120 hours per response, including the time for reviewing instructions. Send comments regarding the burden estimate and any other aspect of this collection of information, including suggestions for reducing this burden, to:

Suzanne H. Plimpton
Reports Clearance Officer
Office of the General Counsel
National Science Foundation
Alexandria, VA 22314

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