**Miami NSF Timeline**

**Brian’s Note**

* Could everyone please have the following documents ready to go by **Friday, December 15**?
  + Budget and budget justification prepared by your OSP
  + Senior personnel documents
  + Scope of work
  + Subaward form

**Monday, December 18**:

* Budget and Budget Justification finalized.
* Senior Personnel’s Documents: (Info. available at: [https://new.nsf.gov/funding/senior-personnel-documents](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fnew.nsf.gov%2Ffunding%2Fsenior-personnel-documents&data=05%7C01%7Cbxb731%40miami.edu%7Cb89c88fb087b4e1af61408dbf2b8353b%7C2a144b72f23942d48c0e6f0f17c48e33%7C0%7C0%7C638370645373175327%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=Gt9rDhQgpsP%2BXqSEkBsa7P0ez%2FbfVKR3zFNxzE1PEGQ%3D&reserved=0))
  + **Collaborators and Other Affiliations**, [https://nsf.gov/bfa/dias/policy/coa.jsp](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fnsf.gov%2Fbfa%2Fdias%2Fpolicy%2Fcoa.jsp&data=05%7C01%7Cbxb731%40miami.edu%7Cb89c88fb087b4e1af61408dbf2b8353b%7C2a144b72f23942d48c0e6f0f17c48e33%7C0%7C0%7C638370645373175327%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=WXPL41qNCBPnH8q2hGy0mqkNLVs%2BSh3xRCi%2B%2BpiESL8%3D&reserved=0); template attached.)
  + **NSF bio sketch**\*
  + **Current and Pending (Other) Support**\* (I can assist with this; let me know if you need any help.)

\*NSF now requires the use of SciENcv to generate biosketch and Current and Pending. The following link will take you the FAQs for using SciENcv (attached as pdf): [Using SciENcv Frequently Asked Questions (research.gov)](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fresources.research.gov%2Fcommon%2Fattachment%2FDesktop%2FSciENcv-FAQs.pdf&data=05%7C01%7Cbxb731%40miami.edu%7Cb89c88fb087b4e1af61408dbf2b8353b%7C2a144b72f23942d48c0e6f0f17c48e33%7C0%7C0%7C638370645373331604%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=Kr2ayF2YxKmjqk3hJeW6kPqeGTC7uJObdXikE%2FUuXGI%3D&reserved=0). In the FAQ’s you’ll find video tutorials on how to create the Biosketch and Current and Pending Support.

**Monday, January 8**:

* **Project Summary draft** to submit in IBIS for Chair approval.

**Wednesday, January 10**: (Hard deadline)

* The **full proposal** **must be in Research.gov** with all final attachments (except the Project Description and References Cited, which can be a draft)**by 3:00 pm**.
* **All approvals are due to ORA via the IBIS Research system by 5:00 pm**.

**Monday, January 15**: (Hard deadline)

* The **final Project Description and References Cited** are due to our office **by 10:00 am** to assemble and route the final application for final PI approval to submit to NSF.
* **Approval** is due to ORA **no later than 12:00 noon** to ensure timely submission to NSF by 5:00 pm.

**Please create the proposal in research.gov and add Tracy, Ivy, and me as other authorized users.**

**Also, please complete the NSF Qualtrics Survey before proposal submission to the Office of Research Administration:**

On January 30, 2023, the National Science Foundation (NSF) clarified in the Proposal & Award Policies & Procedures Guide (PAPPG) (NSF 23-1) that in addition to disclosing private equity interests, investigators must also disclose **venture and other capital financing** (defined below).  
  
Specifically, disclosures must be made *at the time of proposal submission.* UM’s Disclosures & Scholarly Activities Management (DSAM) section is asking you to complete a brief Qualtrics survey with the below two questions:

1.      Do you own equity in an outside entity?

·         If yes, be sure that the entity is listed in your Disclosure Profile in the [UDisclose System](http://udisclose.miami.edu/)

·         If yes, does that entity receive venture or other capital financings?

2.      Do you hold venture capital funds focused on the types of companies in which you have an ownership interest?

Your survey responses may lead to follow-up by the UM’s Disclosures & Scholarly Activities Management (DSAM) team, but your answers to the questions above is all that is needed at this time.  
  
Follow this link to[take the survey](https://umiami.qualtrics.com/jfe/form/SV_6QJ9O6WaLSVmwIK)that *must* be completed before UM will submit NSF funding proposals.  
  
Do not hesitate to contact DSAM with any questions or concerns: [DSAM@miami.edu](mailto:DSAM@miami.edu?subject=NSF%20survey) and 305-243-0877.  
  
**Venture capital** (VC) is a form of private equity that funds startups and early-stage emerging companies with significant potential for growth, but little to no operating history.  
  
VC investors typically participate in management and help the young company’s executives make decisions to drive growth. Startup founders have deep expertise in their chosen line of business, but they may lack the skills and knowledge required to cultivate a growing company, while VCs specialize in guiding new companies.