

NSF Collaborative Proposals

Lead and Non-Lead Organization Requirements

Lead Organization	Non-Lead Organization
<ul style="list-style-type: none"> • Cover Sheet • Project Summary • Table of Contents (automatically generated) • Project Description • Budget and Budget Justification • Biographical Sketch(es) • Current and Pending Support • Collaborators & Other Affiliates • References Cited • Facilities, Equipment, and Other Resources • Data Management Plan • Post-Doctoral Mentoring Plan (if applicable) 	<ul style="list-style-type: none"> • Cover Sheet • Table of Contents (automatically generated) • Budget and Budget Justification • Biographical Sketch(es) • Current and Pending Support • Collaborators & Other Affiliates • Facilities, Equipment, and Other Resources

Each non-lead organization must assign their proposal a proposal PIN. The proposal PIN and the temporary ID (TPI) generated by FastLane when the non-lead proposal is created must be provided to the lead organization **before** the lead organization submits its proposal to NSF.

The lead organization must then enter each non-lead organizations' proposal PIN and TPI into the FastLane lead proposal by using the "Link Collaborative Proposals" option found on the FastLane "Form Preparation" screen.

All components of the collaborative proposal must meet any established deadline date, and failure to do so may result in the entire collaborative proposal being returned without review.

If funded, **both** lead and non-lead organizations are required to submit separate annual and final project reports. These reports should reference the work of the collaborative, while focusing on the distinct work conducted at each funded organization.

