

QEM Workshop for the
NSF Faculty Early Career Development (CAREER) Program
Las Vegas, NV • February 19-20, 2010

POST-AWARD RESPONSIBILITIES: PROJECT REPORTS

PROJECT REPORTS

- ANNUAL:

Due at Least 90 days before the end of the current budget period
(Allows adequate time for NSF Program Directors to review and approve the report)

- FINAL:

Due within 90 days following expiration of the award

PROJECT REPORTS

- Reports are submitted via *FastLane*
- Failure to submit timely reports will delay processing of any future funding increments

REPORT SECTIONS

I. PROJECT PARTICIPANTS

II. ACTIVITIES AND FINDINGS

- FIRST-YEAR AND INTERIM REPORTS
- OPPORTUNITIES FOR TRAINING AND DEVELOPMENT
- OUTREACH ACTIVITIES

III. PUBLICATIONS AND PRODUCTS

IV. CONTRIBUTIONS

V. SPECIAL REQUIREMENTS

I. PROJECT PARTICIPANTS

- WHAT PEOPLE HAVE WORKED ON THE PROJECT?
- WHAT OTHER ORGANIZATIONS HAVE BEEN INVOLVED AS PARTNERS?
- ARE THERE OTHER COLLABORATIONS OR CONTACTS?

PEOPLE

- PRINCIPAL INVESTIGATOR (PI)
- OTHER FACULTY
- STUDENTS
- IDENTIFICATION OF PERSONS WORKING AT LEAST 160 HOURS

PARTNERS

- ORGANIZATIONS AND THEIR CONTRIBUTIONS
- PURPOSE AND OUTCOMES OF PARTNERSHIPS
- OTHER FEDERAL OR STATE AGENCY PROGRAMS

INTERNAL COLLABORATIONS

- PURPOSE AND OUTCOMES
- OTHER DEPARTMENTS
- OTHER NSF PROGRAMS
- NON-NSF PROGRAMS

II. ACTIVITIES AND FINDINGS

- MAJOR RESEARCH AND EDUCATION ACTIVITIES
- MAJOR FINDINGS RESULTING FROM ACTIVITIES
- OPPORTUNITIES FOR TRAINING AND DEVELOPMENT
- OUTREACH ACTIVITIES

ACTIVITIES AND FINDINGS

- ACTIVITIES IMPLEMENTED
- INVOLVEMENT OF STUDENTS AND
OTHER FACULTY
- CHALLENGES OR BARRIERS

FINDINGS

FIRST YEAR REPORTS

- START UP ISSUES, IF ANY
- IMPLEMENTATION BARRIERS
- IMPACTS ON THE PROJECT'S SCHEDULE AND/OR BUDGET

INTERIM REPORTS

- “NUGGETS”- PROJECT’S
OUTSTANDING ACCOMPLISHMENTS
- SHORT SUCCESS STORIES
- PROJECT EVALUATION

OPPORTUNITIES FOR TRAINING AND DEVELOPMENT

- IMPLEMENTED OR PLANNED
TRAINING AND DEVELOPMENT
ACTIVITIES
- ANTICIPATED PARTICIPANTS

OUTREACH ACTIVITIES

- IMPLEMENTED AND PLANNED ACTIVITIES
- BARRIERS TO IMPLEMENTATION
- REMEDIES

III. PUBLICATIONS AND PRODUCTS

- PUBLICATIONS AND PRODUCTS AS A RESULT OF THE PROJECT
 - JOURNAL PUBLICATIONS
 - BOOKS
 - EDUCATIONAL MATERIALS
 - INSTRUCTIONAL/RESEARCH TOOLS
 - CONFERENCE PRESENTATIONS

IV. CONTRIBUTIONS

- SHARING PROJECT-RELATED PUBLICATIONS AND PRODUCTS WITH OTHER INSTITUTIONS
- MODELS OR EXEMPLARS FOR OTHER STEM PROGRAMS
- CONTRIBUTIONS TO RESOURCES FOR RESEARCH AND EDUCATION
- CONTRIBUTIONS BEYOND S&E

V. SPECIAL REQUIREMENTS

- PRIOR APPROVAL FOR CHANGES
 - OBJECTIVES AND SCOPE
 - UNOBLIGATED ANNUAL BUDGET
 - USE OF ANIMALS, HUMAN
SUBJECTS, AND BIOHAZARDS

Special CAREER Annual Report Requirement

- All CAREER annual reports must include a note from the PI's department head or equivalent indicating the department's continued commitment to mentoring the PI and supporting his/her efforts in education, research, and the integration of research and education.

PROJECT OUTCOME REPORT

- Brief summary, prepared specifically for the public, of the nature and outcomes of the project
- Posted on NSF's website exactly as it is submitted by the Principal Investigator (PI) within 90 days following expiration of the award