**Instructions - updated for 2019 (effective January 28, 2019)**

* NSF biosketches can only be **two pages long** with the following acceptable fonts:
* Arial, Courier New, or Palatino Linotype at a font size of 10 points or larger; Times New Roman or Computer Modern at a font size of 11 points or larger.
* Margins must be 1” all around.
* ***Sections that may not contain any relevant information should not be deleted, but instead noted with “N/A” or with wording to identify that the section was not overlooked.***
* Do not include personal information such as home address; home telephone, fax, or cell phone numbers; home e-mail address; drivers’ license numbers; marital status; personal hobbies; etc.

Name

Current Title

Current Department

Current University

University Address

Phone, Fax, E-mail

# Professional Preparation

Undergraduate Institution(s) Location Major Degree & Year

Graduate Institutions(s) Location Major Degree & Year

Postdoctoral Institution(s) Location Area Inclusive Dates (years)

**Appointments**

A list, in reverse chronological order, of all the individual’s academic/professional appointments beginning with the current appointment.

**Products**

A list of: (i) up to **five products** most closely related to the proposed project; and (ii) up to **five other significant products**, whether or not related to the proposed project. Acceptable products must be citable and accessible including but not limited to publications, data sets, software, patents, and copyrights. Unacceptable products are unpublished documents not yet submitted for publication, invited lectures, and additional lists of products. Only the list of 10 will be used in the review of the proposal.

Each product must include *full citation* information including (where applicable and practicable) names of all authors, date of publication or release, title, title of enclosing work such as journal or book, volume, issue, pages, website and Uniform Resource Locator (URL) or other Persistent Identifier.

If only publications are included, the heading “**Publications**” may be used for this section of the Biographical Sketch.

**Synergistic Activities (changed for 2019)**

A list of up to **five examples** (bullets recommended) that demonstrate the broader impact of the individual’s professional and scholarly activities that focuses on the integration and transfer of knowledge as well as its creation. *Examples should be specific and could include, among others: innovations in teaching and training (e.g., development of curricular materials and pedagogical methods); contributions to the science of learning; development and/or refinement of research tools; computation methodologies and algorithms for problem-solving; development of databases to support research and education; broadening the participation of groups underrepresented in STEM; and service to the scientific and engineering community outside of the individual’s immediate organization.* **Examples with multiple components are not permitted.**

**NO LONGER REQUIRED ON BIOGRAPHICAL SKETCHES:**

**Note: Collaborators & Other Affiliations Information** is a new single-copy document that requires each senior project personnel to provide information regarding collaborators and other affiliations. This information used to be provided as part of the Biographical Sketch. The new format no longer

requires proposers to identify the total number of collaborators and other affiliations when providing this

information.

**Additional instructions regarding “Other Personnel”:**

For the personnel categories listed below, the proposal also may include information on exceptional qualifications that merit consideration in the evaluation of the proposal. Such information should be clearly identified as “Other Personnel” biographical information and uploaded along with the Biosketches for Senior Personnel in the Biosketches section of the proposal.

(a) Postdoctoral associates; (b) Other professionals; (c) Students (research assistants)

**Additional instructions regarding Equipment Proposals**:

For equipment proposals, the following must be provided for each auxiliary user:

(a) Short biographical sketch; and

(b) List of up to five publications most closely related to the proposed acquisition.

Such information should be clearly identified as “Equipment Proposal” biographical information