**Biographical Sketch Instructions**

Page Limit: 2 pages (per individual)

# Senior Personnel

A biographical sketch (limited to two pages) is required for each individual identified as senior project personnel. NSF defines senior project personnel as follows:

1. (co) PRINCIPAL INVESTIGATOR/PROJECT DIRECTOR (PI/PD) means the individual(s) designated by the proposer, and approved by NSF, who will be responsible for the scientific or technical direction of the project. NSF does not infer any distinction in scientific stature among multiple PIs, whether referred to as PI or co-PI. If more than one, the first one listed will serve as the contact PI, with whom all communications between NSF program officials and the project relating to the scientific, technical, and budgetary aspects of the project should take place. The PI and any identified co- PIs, however, will be jointly responsible for submission of the requisite project reports. The term "Principal Investigator" generally is used in research projects, while the term "Project Director" generally is used in centers, large facilities, and other projects. For purposes of this Guide, PI/co- PI is interchangeable with PD/co-PD.
2. Faculty Associate (faculty member) -- an individual other than the Principal Investigator(s) considered by the performing institution to be a member of its faculty or who holds an appointment as a faculty member at another institution, and who will participate in the project being supported.

Do not submit personal information such as home address; home telephone, fax, or cell phone numbers; home e-mail address; date of birth; citizenship; drivers’ license numbers; marital status; personal hobbies; and the like. Such personal information is irrelevant to the merits of the proposal. NSF is not responsible or in any way liable for the release of such material.

The following information must be provided in the order and format specified below.

# Professional Preparation

A list of the individual’s undergraduate and graduate education and postdoctoral training (including location) as indicated below:

|  |  |  |  |
| --- | --- | --- | --- |
| Undergraduate Institution(s) | Location | Major | Degree & Year |
| Graduate Institution(s) | Location | Major | Degree & Year |
| Postdoctoral Institution(s) | Location | Area | Inclusive Dates (years) |
| **(b) Appointments** |  |  |  |

A list, in reverse chronological order, of 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 ten 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 URL or other Persistent Identifier.

# If only publications are included, the heading "Publications" may be used for this section.

1. **Synergistic Activities**

A list of up to **five examples** 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 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.

**In FastLane, biographical sketches for senior personnel may no longer be grouped together and uploaded in a single PDF file associated with the PI. Each individual’s biographical sketch must be uploaded as a single PDF file associated with that individual.**