National Science Foundation

Research Performance Progress Report (RPPR)
Screenshots and Instructions

October 25, 2012

Questions?
Contact OSP Award Coordinator Rachael Joy Andel
753-6493 or rachael_andel@niu.edu
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1. **Wireframes and Copy Deck**

1.1. **A.1 - PI User - Home Concept**

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**Research.gov**

**POWERING KNOWLEDGE AND INNOVATION**

Welcome First Name Last Name

Logout | Month DC, YYYY

Project Reports

Show 25 per page

PAGE: 1 of 1

<table>
<thead>
<tr>
<th>Award Number</th>
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**Copy ID**

**CMS?**

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**CW A.1-2**

N

What is the difference between an Annual, Final, Interim and Project Reports?
### Annual Project Report
Annual Project Reports (APRs) are required for Continuing Grant, Cooperative Agreement and Standard award types. Unless otherwise specified in the grant, annual project reports shall be submitted at least three months prior to the end of the current reporting period. In the case of continuing grants, failure to submit timely reports may delay processing of funding increments. All Annual Project Reports for each reporting period must be completed prior to submission of a Final Project Report.

### Final Project Report
Final Project Reports (FPRs) are required for all Standard, Continuing Grant, Cooperative Agreement and Individual Fellowship (Individual Institutions only and when applicable or cited in solicitations). NSF awards require that the PI submit a Final Project Report to the cognizant NSF Program Officer within 90 days after the expiration of the award.

### Project Outcomes Reports
Project Outcomes Reports (PORs) are applicable to Continuing Grant, Cooperative Agreement and Standard award types. This report serves as a brief summary of the nature and outcomes of the project, prepared specifically for the public. Unless otherwise specified in the grant, project outcomes reports must be submitted electronically via Research.gov within 90 days of the expiration date of the grant.

### Interim Project Report
Interim Project Reports (IPRs) are not required and are used to update the progress of a project any time during or before the award period expires. An Interim Report can be submitted at anytime and does not count as an Annual or Final Project Report.

For more information on the Project Reports System requirements, please refer to Chapter II.E of the AAG.
1.2. B.2 - PI - Report Entry : Cover

![Screenshot of Research.gov annual project report cover page]

**Award 1 - Annual Project Report**

**Report Content**

**Cover**

- Federal Agency and Organization Elements (when reports submitted)
- Project Title
- PNo. Name

**Recipient Organization**

- Project Grant Period
- Reporting Period
- Submitting Official (other than PNo.

---

**Signature of Submitting Official**

Signature shall be submitted in accordance with agency-specific instructions.

---

Details on the Research.gov platform for annual project reports, including cover page elements and report content sections.
1.3. B.3 - PI - Report Entry: Accomplishments

For NSF purposes, the PI should provide accomplishments in the context of the NSF main review criteria of intellectual merit and broader impacts and program-specific criteria specified in the solicitation. Please include any transformative outcomes or unexpected discoveries as part of the Accomplishments section.

The PI is reminded that the PI must ensure that critical steps in the project have been taken and that significant changes in the project or its direction are reported. Refer to the Agency Specific Instructions for submission of these reports.

For purposes of NSF, please see Exhibit B.1 of the Award Administration Guide for a complete listing of Grant Policies. For approval for these reports, please make sure to report all changes, including NSF-specific instructions, which can be found in the following link:

Available Actions:
- Preview Report
- View Previous Report
- View Annual Report
- Help

If there is nothing significant to report during this reporting period, please check 'Nothing to Report' if applicable.

* Results field

What are the major goals of the project?

List the major goals of the project as stated in the approved application or as approved by the agency. If the application was modified, target dates for important activities or phases of the project. Identify these dates and show actual completion dates or the percentage of completion.

Characters Remaining: 8000

What was accomplished under these goals (you must provide information for at least one of the 4 categories below)?

For this reporting period, describe: 1) major activities, 2) specific objectives, 3) significant results, including major findings, developments, or conclusions (both positive and negative), and 4) key outcomes or other achievements. Include a discussion of stated goals not met.

Characters Remaining: 8000
**Significant results:**

These are some simulated significant results.

*Key outcomes or other achievements:*

These are some simulated key objectives.

*What opportunities for training and professional development has the project provided?*

Despite opportunities for training and professional development provided to anyone who worked on the project or anyone who was involved in the activities supported by the project, "training" activities are those in which individuals with advanced professional skills and experience assist others in attaining greater proficiency.

If the research is not intended to provide training and professional development opportunities or there is nothing significant to report during this reporting period, please check "Nothing to Report" if applicable.

*How have the results been disseminated to communities of interest?*

Describe how the results have been disseminated to communities of interest. Include any outreach activities that have been undertaken to reach members of communities who are not usually aware of these research activities, for the purpose of enhancing public understanding and increasing interest in learning and careers in science, technology, and the humanities.

*What do you plan to do during the next reporting period to accomplish the goals?*

[Check: No change]

**Supporting Files**

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<thead>
<tr>
<th>Filename</th>
<th>Description</th>
<th>Uploaded By</th>
<th>Uploaded On</th>
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<td>This is file description</td>
<td>Jimi Hendrik</td>
<td>05/29/2012 03:03 AM, EDT</td>
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The information provided in this section allows the agency to assess whether satisfactory progress has been made during the reporting period.

Generally, the goals will not change from one reporting period to the next. However, if the awarding agency approved changes to the goals during the reporting period, list the revised goals and objectives. Also explain any significant changes in approach or methods from the agency approved application or plan.

As the project progresses, the emphasis in reporting in this section should shift from reporting activities to reporting accomplishments.

For NSF purposes, please summarize the contributions to the research and teaching skills and experience of those who have worked on the project, including undergraduate students, graduate students, post-docs, college faculty, and K-12 teachers. If your project supported postdoctoral researchers, then you must include a summary of the mentoring activities conducted.

Training activities may include, for example, courses or one-on-one work with a mentor. “Professional development” activities result in increased knowledge or skill in one’s area of expertise and may include workshops, conferences, seminars, study groups, and individual study. Include participation in conferences, workshops, and seminars not listed under major activities.

Describe briefly what you plan to do during the next reporting period to accomplish the goals and objectives.
1.4. B.4 - PI - Report Entry: Products

For NSF purposes, the PI should include and discuss in the Product section the goals associated with data management and access and note any significant changes in them, as well as specific plans for dissemination of data, software and other digital research products. When you report any of these items, please include any available identifiers and whether and how these products can be accessed or shared.

INSTRUCTIONS - List any products resulting from the project during the reporting period.

If there is nothing to report under a particular item, please check "Nothing to Report" if applicable.

Your Output summary for this Reporting Period:

Publications (3 items)

For NSF purposes, each category of publication should identify any associated data, software, other supplementary material and their appropriate identifiers. Other publications, conference papers and presentations should include other non-reviewed publications, conference papers and presentations.

Add / Edit
Technologies or techniques (0 items)

Add / Edit
Inventions, patent applications, and/or licenses (0 items)

Add / Edit
Websites (0 items)

Add / Edit
Other products, such as data or databases, physical collections, audio or video products, software or networks, models, educational aids or curricula, instruments, or equipment (0 items)

Add / Edit

You are your institution are responsible for ensuring that any publication including World Wide Web pages developed under or based on NSF support of your project includes an acknowledgment of that support in the following terms:

"This material is based upon work supported by the National Science Foundation under Grant Number (NSF Grant Number)"

You and your institution are also responsible for ensuring that every publication of material including World Wide Web pages based on or developed under awards, other than a scientific article or paper appearing in a scientific technical, or professional journal contains the following disclaimer:

"Any opinions, findings, and conclusions or recommendations expressed in this material are those of the author(s) and do not necessarily reflect the views of the National Science Foundation."

Supporting Files

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</tbody>
</table>
Publications are the characteristic product of research. Agencies evaluate what the publications demonstrate about the excellence and significance of the research and the efficacy with which the results are being communicated to colleagues, potential users, and the public, not the number of publications.

Many projects (though not all) develop significant products other than publications. Agencies assess and report both publications and other products to Congress, communities of interest, and the public.

Agencies are interested in only those publications that most reflect the work under this award in the following categories:

- **Journal publications.** List peer-reviewed articles or papers appearing in scientific, technical, or professional journals. Include any peer-reviewed publication in the periodically published proceedings of a scientific society, a conference, or the like. A publication in the proceedings of a one-time conference, not part of a series, should be reported under “Books or other non-periodical, one-time publications.”

Identify for each publication: Author(s); title; journal; volume: year; page numbers; status of publication (published; accepted, awaiting publication; submitted, under review; other); acknowledgement of federal support (yes/no).

- **Books or other non-periodical, one-time publications.** Report any book, monograph, dissertation, abstract, or the like published as or in a separate publication, rather than a periodical or series. Include any significant publication in the proceedings of a one-time conference or in the report of a one-time study, commission, or the like.
Identify for each one-time publication: author(s); title; editor; title of collection, if applicable; bibliographic information; year; type of publication (book, thesis or dissertation, other); status of publication (published; accepted, awaiting publication; submitted, under review; other); acknowledgement of federal support (yes/no).

Other publications, conference papers and presentations. Identify any other publications, conference papers and/or presentations not reported above. Specify the status of the publication as noted above.
1.5. B.4.3 - PI - Report Entry: Products - Publications - Journal

Product - What has the project produced?

Show Report Summary

Search Publications
-
Upload Citation
-
Manually Enter Below:

Journal
-
Book or other non-periodical, one-time publications
-
Book Chapters
-
Conference Papers and Presentations
-
Thesis/Dissertations
-
Other Publications

* Required fields
- Author(s)

Title
-
Journal
-
Volume
-
Issue
-
Publication Date
-
Page Numbers
-
Publication Identifier

Publication Identifier Type
-
Status of Publication
-
Acknowledgment of Federal Support
- Yes
- No

Peer Reviewed
- Yes
- No

Save Entry

Publications for this Reporting Period:

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<th>Author(s)</th>
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<tr>
<td>Lastname, F. N. (Completion Year)</td>
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<td></td>
<td></td>
<td>Published</td>
</tr>
</tbody>
</table>

Acknowledgment of Federal Support
- Yes
- No

Save Report
1.6. B.4.3.2 - PI - Report Entry: Products - Publications - Search Publications

**Award 1234567 - Annual Project Report**

**Report Content**

**Products - What has the project produced?**

- **Search Publications**: Enter search criteria to search Thomson Reuters Web of Science (R) for publications to add to your report.

**Required fields**

- Type: Journal
- *Author(s)*: Lastname
- Title
- Journal
- Conference
- Time Span

3 results found

Show 25 per page

PAGE: 1 of 1

**Notes**: For items you indicate as relevant to this award and reporting period, please indicate whether the publication included an acknowledgement of federal support.

<table>
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<th>Primary Author</th>
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<td>Relevant to this award and reporting period</td>
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</tbody>
</table>

Save Selections Cancel

Privacy Policy | FOIA | No Fear Act Data | USA.gov | NSF.gov

Led by The National Science Foundation, 4201 Wilson Boulevard, Arlington, Virginia 22230, USA
1.7. B.4.5 - PI - Report Entry: Products - Technologies or Techniques

Award 1234567 - Annual Project Report

Report Content

Products - What has the project produced?

Identify technologies or techniques that have resulted from the research activities. Describe the technologies or techniques and how they are being shared.

- Required fields

<table>
<thead>
<tr>
<th>Description</th>
</tr>
</thead>
</table>

Technologies or Techniques for this Reporting Period:

- Lorem ipsum dolor sit amet, consectetur adipiscing elit. Curabitur metus eros, ultrices rhoncus tempor eu, consequat a leo. Vivamus nisl turpis, euismod consequat consequat id, interdum dictum nulla. Donec arcu maus, aliquet rhoneus viverra vitae, deplectus sit amet lobortis. Maecenas et longus volutpat nasi, sodales ut pulvinar ac, sollicitudin eu quam. Sed interdum velris nam, vulputatius vel aliquet dolius, vulputatius vel aliquet dolius...

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Save Entry

Privacy Policy | FOIA | No Fear Act Data | USA.gov | NSF.gov

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1.8. B.4.6 - PI - Report Entry: Products – Patents

Identification of inventions, patent applications, and/or licenses that have resulted from the research. Submission of this information as part of an interim research performance progress report is not a substitute for any other invention reporting required under the terms and conditions of an award. You should ensure that your project report contains no invention disclosures that might adversely affect patent rights in subject invention under this award. For more information, consult the administration office that handles patents and other intellectual property at your institution.

- Patent
- Invention
- License

**Patents:**

- **Patent Title:**
  - Patent title text (e.g., "Patent title text...")
  - Patent No. 178,323.
  - United States.
  - Status = Granted
  - Application Date = mm/dd/yyy; Date Issued = mm/dd/yyy

- **Country:**
  - United States

- **Application Date:**
  - mm/dd/yyy

- **Patent Status:**
  - Granted

- **Date Issued:**
  - mm/dd/yyy

Save Entry

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Led by The National Science Foundation, 4201 Wilson Boulevard, Arlington, Virginia 22230, USA
1.11. B.4.7 - PI - Report Entry: Products - Websites

**Awards 1234567 - Annual Project Report**

**Report Content**

- **Products - What has the project produced?**
  - List the URL for any Internet site(s) that disseminates the results of the research activities. A short description of each site should be provided.

- **Required fields:**
  - Title
  - URL

**Short Description of the Website**

- Websites:
  - Website title: website title
  - URL: http://www.websiteurl.com

- Lorem ipsum dolor sit amet, consectetur adipiscing elit. Curabitur metus eros, uttricies rhoncustempor eu, consequat a leo. Vivamus nisi turpis, euismod consequat consequat id, interdum dictum nulla. Donec arcu mauris, aliquet rhoncus viverra vitae, dapibus sit amet lectus. Nam at lacus volutpat mauris lobortis mattis. Quisque nauts ligula, sodales...

- **Save Entry**

**< Back to Products Summary**
1.12. B.4.8 - PI - Report Entry: Products - Other Products

Examples of other products are:

- Databases:
| Physical collections;          |
| Audio or video products;      |
| Software or NetWare;          |
| Models;                       |
| Educational aids or curricula;|
| Instruments or equipment;     |
| Data & Research Material (e.g., cell lines, DNA probes, animal models); |
| Evaluation Instruments;       |
| Survey Instruments; and       |
| Other.                        |
### 1.13. B.5 - PI - Report Entry: Participants

**Annual Project Report**

**Participants & Other Collaborating Organizations - Who has been involved?**

Agencies need to know who has worked on the project to gauge and report performance in promoting partnerships and collaborations.

For NSF purposes, for separately submitted and awarded collaborative proposals, the PI should report progress on his/her institution's portion of the collaborative effort only.

In each of the subsections below, note which collaborators or contacts are involved in data contribution and/or management.

If there is nothing significant to report during this reporting period, please check "Nothing to Report" if applicable.

**Required fields**

<table>
<thead>
<tr>
<th>Name</th>
<th>Most Senior Project Role</th>
<th>Nearest Person Month Worked</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jon Strader</td>
<td>RD PI</td>
<td>T</td>
<td>View, Edit</td>
</tr>
</tbody>
</table>

**What other organizations have been involved as partners?**

No organizations entered

Add new organization

**Have other collaborators or contacts been involved?**

Some significant collaborators or contacts within the recipient's organization may not be covered by "What people have worked on the project?" whereas some significant collaborators or contacts outside the recipient's organization may not be covered under "What other organizations have been involved as partners?"

- [ ] Yes
- [ ] No
<table>
<thead>
<tr>
<th>Copy ID</th>
<th>CMS?</th>
<th>Copy</th>
</tr>
</thead>
</table>
| CW B.5.1-1 |      | • Provide the name and identify the role the person played in the project. Indicate the nearest whole person month (Calendar, Academic, Summer) that the individual worked on the project. Show the most senior role in which the person has worked on the project for any significant length of time. For example, if an undergraduate student graduates, enters graduate school, and continues to work on the project, show that person as a graduate student, preferably explaining the change in involvement.  
Describe how this person contributed to the project and with what funding support. If information is unchanged from a previous submission, provide the name only and indicate “no change”.  
Identify whether this person is collaborating internationally. Specifically is the person collaborating with an individual located in a foreign country and whether the person had traveled to the foreign country as part of that collaboration and duration of stay. The foreign country(ies) should be identified.  
For NSF purposes, this should read: Identify whether this person is collaborating internationally on this project.  
Example:  
Name: Mary Smith  
Project Role: Graduate Student  
Nearest person month worked: 5  
Contribution to Project: Ms. Smith has performed work in the area of combined error-control and constrained coding.  
Funding Support: The Ford Foundation (Complete only if the funding support is provided from other than this award.)  
Collaborated with individual in foreign country: Yes  
Country(ies) of foreign collaborator: China  
Travelled to foreign country: Yes  
If travelled to foreign country(ies), duration of stay: 5 months |
| CW B.5.1-2 |      | A list of any other funding support, other than this award, that supported the participant’s participation in the project. |
1.1. B.5.2 - PI - Report Entry: Participants > Organization

Award 1234567 - Annual Project Report

Report Summary

Report Status: Due

Days Until Overdue: 58 days

Report Due On: mm/dd/yyyy

Reporting Period: mm/dd/yyyy - mm/dd/yyyy

Last Submitted: mm/dd/yyyy

Accomplishments: Started

Total Progress:

Available Actions:

- View Previous
- View

Report Content

Participants & Other Collaborating Organizations - Who has been involved?

Describe partner organizations - academic institutions, other nonprofits, industrial or commercial firms, state or local governments, schools or school systems, or other organizations (foreign or domestic) - that have been involved with the project.

- Type of Partner Organization: Select One

- Name:

- Location:

Partner's contribution to the project (identify one or more):

- Financial support
- In-kind support (e.g., partner makes software, computers, equipment, etc., available to project staff)
- Facilities (e.g., project staff use the partner's facilities for project activities)
- Collaborative research (e.g., partner's staff work with project staff on the project)
- Personnel exchanges (e.g., project staff and/or partner's staff use each other's facilities, work at each other's site)
- Other

More detail on partner and contribution (foreign or domestic):

- [ ]
- [ ]

Available Actions:

Save Entry
Cancel
Partner organizations may provide financial or in-kind support, supply facilities or equipment, collaborate in the research, exchange personnel, or otherwise contribute.

Provide the following information for each partnership:

**Organization Name:**

**Location of Organization:** (if foreign location list country)

**Partner’s contribution to the project** (identify one or more)

- Financial support;
- In-kind support (e.g., partner makes software, computers, equipment, etc., available to project staff);
- Facilities (e.g., project staff use the partner’s facilities for project activities);
- Collaborative research (e.g., partner’s staff work with project staff on the project); and
- Personnel exchanges (e.g., project staff and/or partner’s staff use each other’s facilities, work at each other’s site).

**Other.**

More detail on partner and contribution (foreign or domestic)
1.15. B.6 - PI - Report Entry – Impact

**CW.B.6.2**
Award 1 - Annual Project Report

**Report Content**

**Impact** - What is the impact of the project? How has it contributed?

**INSTRUCTIONS** - This component will be used to describe ways in which the work, findings, and specific products of the project have had an impact during this reporting period.

For NSF purposes, include, where appropriate, discussion of data resources and the acquisition of data skills. Include the emergence of new career paths, such as data scientists, in new disciplines.

If there is nothing significant to report during this reporting period, please check “Nothing to Report” if applicable.

Please make sure to read all instructions including NSF specific instructions, which can be found in the following link.

1. NSF Specific

**CW.B.6.3**

What is the impact on the development of the principal discipline(s) of the project?

Describe how findings, results, techniques that were developed or extended, or other products from the project made an impact or are likely to make an impact on the base of knowledge, theory, and research and/or pedagogical methods in the principal disciplinary field(s) of the project.

☐ Nothing to report
<table>
<thead>
<tr>
<th>CW B.6-3</th>
<th>N</th>
</tr>
</thead>
</table>
| infrastructure;  
- technology transfer (include transfer of results to entities in government or industry, adoption of new practices, or instances where research has led to the initiation of a start-up company); or  
- society beyond science and technology. |

Summarize using language that an intelligent lay audience can understand (Scientific American style).

How the field or discipline is defined is not as important as covering the impact the work has had on knowledge and technique. Make the best distinction possible, for example, by using a “field” or “discipline”, if appropriate, that corresponds with a single academic department (i.e., physics rather than nuclear physics).

For NSF purposes, the paragraph should read, How the fields or disciplines are defined is not as important as covering the impact the work has had on knowledge and technique.

For example, how has the project:

- provided opportunities for research and teaching in the relevant fields;
- improved the performance, skills, or attitudes of members of underrepresented groups that will improve their access to or retention in research, teaching, or other related professions;
- developed and disseminated new educational materials or provided scholarships; or
- provided exposure to science and technology for practitioners, teachers, young people, or other members of the public?

For NSF purposes, the first bullet above should read “provided opportunities for research, teaching and mentoring in science and engineering areas.

including:
- institutional resources (such as establishment or sustenance of societies or organizations);

For NSF purposes, the institutional resources parenthetical language should read: (such as policies, practices, programs, or establishment or sustenance of societies or organizations); and information resources should include data services and preservation.

including:
- information resources, electronic means for accessing such resources or for scientific communication, or the like.

For NSF purposes, the institutional resources parenthetical language should read: (such as policies, practices, programs, or establishment or sustenance of societies or organizations); and information resources should include data services and preservation.

<table>
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<th>CW B.6-9</th>
<th>N</th>
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| Including:
- transfer of results to entities in government or industry;  
- instances where the research has led to the initiation of a start-up |
company; or
• adoption of new practices.

For example, in areas such as:
• improving public knowledge, attitudes, skills, and abilities;
• changing behavior, practices, decision making, policies (including regulatory policies), or social actions; or
• improving social, economic, civic, or environmental conditions.

1.16. B.7 - PI - Report Entry – Changes

Award 1 -
Annual Project Report

Available Actions:
Preview View Previous
Report Annual Report View

Report Content
Cover Accomplishments Products Participants Impact Changes/Problems Special Requirements

Changes/Problems

**Instructions**

The PI is reminded that the grantee is required to obtain prior written approval from the awarding agency grants office whenever there are significant changes in the project or its direction. See agency specific instructions for submission of these requests.

If not previously reported in writing to the agency through other mechanisms, provide the following additional information or state, “Nothing to Report”, if applicable:

* Required fields

Notifications and Request
For more information on Grantee Notifications to and Requests for approval from the National Science Foundation, please visit the Notifications and Requests section in FastLane or refer to Exhibit 1A of the Award and Administration Guide (AAG).

* Changes in approach and reasons for change:

Actual or Anticipated problems or delays and actions or plans to resolve them:
1.17. B.8 - PI - Report Entry - Special Requirements (Section not available for all project reports)

**Note:**

- **Research.gov**
- **Award 1234567 - Annual Project Report**

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**Report Content**

- Accomplishments
- Results
- Participants
- Work
- Changes/Problems
- Special Requirements

---

**Available Actions:**
- Preview
- View
- Save
- Save / Next Section

---

**Special Requirements**

- Required fields

  Respond to any special reporting requirements specified in the award terms and conditions, as well as any award specific reporting requirements.

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**Supporting Files**

- You may also upload PDF files in support of this section. Please note the maximum size allowed for upload is 10MB.

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**Save / Previous Section**
1.18. B.10.1 - PI - Report Entry: Submit 2 (Certification)

Award 1234567 - Annual Project Report

Your project report is ready for submission to NSF. If you want to submit now please certify by checking the check box below then selecting the "Submit Report" button.

I certify that to the best of my knowledge (1) the statements herein (excluding scientific hypotheses and scientific opinions) are true and complete, and (2) the text and graphics in this report as well as any accompanying publications or other documents, unless otherwise indicated, are the original work of the signatories or individuals working under their supervision. I understand that the willful provision of false information or concealing a material fact in this report or any other communication submitted to NSF is a criminal offense (U.S. Code, Title 18, Section 1001).

Submit Report  Cancel

1.19. B.10.2 - PI - Report Entry: Submit 3 (Confirmation)

Award 1234567 - Annual Project Report

Your report has been successfully submitted. Please contact your Program Officer if you have any questions.

Return to Project Reports Home