



A biographical sketch (limited to two pages) is required for each individual identified as senior personnel

Proposers may elect to use third-party solutions, such as NIH's SciENcv to develop and maintain their biographical sketch. The following information must be provided in the order and format specified below. Inclusion of additional information beyond that specified below may result in the proposal being returned without review.

[Insert Name and Affiliation]

(a) Professional Preparation

[A list of the individual's undergraduate and graduate education and postdoctoral training including location (in chronological order)]

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 all the individual's academic/professional appointments beginning with the current appointment]

(c) Products or Publications (If only publications are included)

[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 Unacceptable products are unpublished documents not yet submitted for publication, invited lectures, and additional lists of products.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 of the Biographical Sketch.]

(i) Products most closely related

- 1.
- 2.
- 3.
- 4.
- 5.

(ii) Other significant products

- 1.
- 2.
- 3.
- 4.
- 5.

(d) 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]



NSF Biographical Sketch Format
Effective January 25, 2016

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.

- 1.
- 2.
- 3.
- 4.
- 5.

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 or inserted as text associated with that individual.

Format Requirements

- **Typefaces and size:** Arial, Courier New, or Palatino Linotype at a font size of 10 points or larger; Times New Roman at a font size of 11 points or larger; or Computer Modern family of fonts at a font size of 11 points or larger
[the use of small type not in compliance with the above guidelines may be grounds for NSF to return the proposal without review]
- **Spacing:** No more than six lines of text within a vertical space of one inch; single-spaced, double-spaced permissible
- **Margins:** must be at least an inch in all directions
- **Page format:** use only a standard, single-column format for the text
- **Pagination:** must be individually paginated

Other applicable requirements and considerations:

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)

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 and uploaded as a single PDF file in the Other Supplementary Documents section of the proposal.