**Biographical Sketch**

* Template instructions follow [NSF PAPPG 19-1](https://www.nsf.gov/pubs/policydocs/pappg19_1/pappg_2.jsp#IIC2f) guidelines
* [Standard NSF Formatting](https://www.nsf.gov/pubs/policydocs/pappg19_1/pappg_2.jsp#IIB1) applies
	+ Times New Roman 11pt or Arial 10pt
	+ Single spaced, 1-inch margins on all sides
	+ Each Biosketch should be individually paginated
* Each Biosketch is limited to 2 pages max.
* Required for each individual identified as Senior Project Personnel. Specific NSF solicitations may require or permit Biosketches to be submitted for individuals other than Senior Personnel; please refer to the solicitation for any additional guidance.
* Biographical Sketches may no longer be inserted as text into Fastlane. Each Senior Person’s Biosketch must be uploaded to Fastlane as an individual PDF file.

**Suggested information to include at top of Biosketch:**

(No personal information permitted –e.g., home address, home phone, marital status.)

[Name]

[Job Title]

[Office Telephone], [E-Mail address]

[Faculty Web Page, if applicable]

**(a) Professional Preparation**

(List your undergraduate and graduate education and postdoctoral training as indicated.)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| [Undergraduate Institution | Location  | Major | Degree | Year] |
| [Graduate Institution | Location | Major | Degree | Year] |
| [Postdoctoral Institution | Location | Area  | Inclusive Dates (years)] |

**(b) Appointments**

(In **reverse chronological order**, list your academic/professional appointments.)

**(c) Products**

* Section may be titled **Publications** if only publications are listed.
* The section is divided into two subsections (i. *most closely related*, ii. *other significant*). Each subsection can have a maximum of 5 products listed.
* 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, and pages. URL or other Persistent Identifier can also be included (optional).
* Acceptable products must be citable and accessible including but not limited to publications, data sets, software, patents, and copyrights. Unpublished documents submitted/accepted for publication are acceptable and should include likely date of publication.
* Unacceptable products are unpublished documents not yet submitted for publication, invited lectures, and additional lists of products.

**(i) Products most closely related to the proposed project**

(List a maximum of 5 related publications or products.)

**(ii) Other significant products**

(List a maximum of 5 publications or products, whether or not related to the proposed project.)

**(d) Synergistic Activities**

* A list of up to five **distinct** 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.
	+ **NOTE:** NSF is becoming strict with this section. PAPPG 19-1 states that “Examples should be specific” and that “Examples with multiple components are not permitted.”
	+ **Suggestion:** Select synergistic activities that demonstrate effectiveness in activities that align with the proposed project and relate to your proposed Broader Impacts.
* Examples may include (but are not limited to):
	+ 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;
	+ Service to the scientific and engineering community outside of your immediate organization.
* Sample examples:
	+ Served as Co-Chair of Academic Conference (2018)
	+ Member of the National Academy of Sciences (2015-present)
	+ Served as NIH Peer Reviewer (2018-2019)
	+ Organized summer conference for undergraduates interested in aerospace research (2016)
	+ Served on editorial board of Academic Journal (2013-2015)

**Special Instructions (if applicable):**

* For the personnel categories (a) Postdoctoral associates, (b) Other professionals, and (c) Students (research assistants), 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 as a single PDF in the Other Supplementary Documents section.
* For **Equipment Proposals**, the following must be provided for each auxiliary user: (a) Short biographical sketch, (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 in the Other Supplementary Documents section.