Historically Black Colleges and Universities Undergraduate Program (HBCU-UP)

Broadening Participation Research
QEM Workshop
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Note: This is not an official NSF document – all opinions expressed here are of the Program Director alone and do not represent NSF policy
The Historically Black Colleges and Universities Undergraduate Program (HBCU-UP) is committed to enhancing the quality of undergraduate science, technology, engineering, and mathematics education and research at Historically Black Colleges and Universities as a means to broaden participation in the Nation’s STEM workforce.
HBCU-UP Program Solicitation and PAPPG

The HBCU-UP program solicitation, NSF 16-538, is available at:


The Proposal and Award Policies and Procedures Guide is available at:


This guide gives you step by step instructions on proposal preparation.
The Broadening Participation Research (BPR) in STEM Education track provides support for research projects that seek to create and study new theory-driven models and innovations related to the participation and success of underrepresented groups in STEM undergraduate education. Broadening Participation Research proposals in STEM Education may investigate behavioral, cognitive, affective, learning and social differences as well as organizational, institutional or systemic processes that may impact participation and success in STEM education.
Successful proposals will be grounded in appropriate theory and incorporate recent innovations and advances in research methodologies, conceptual frameworks, and/or data gathering and analytic techniques. Proposals should reflect relevant advances in quantitative, qualitative, and/or mixed-methods research and evaluation methodologies and provide a compelling argument about how the methodologies proposed are appropriately matched with the strategic research questions of the project. Additionally, proposals should demonstrate how the methods chosen will result in rigorous, cumulative, reproducible, and usable findings to merit peer-review and publication.
Broadening Participation Research (BPR) Projects

- Number of awards: Up to 6 in FY 2018
- Project Length: Up to three years
- Award Size: Up to $350,000
- Restrictions: Equipment costs are not normally allowed under Broadening Participation Research Projects
- The Principal Investigator for a Broadening Participation Research Project should be responsible for managing the project and should be one of the key researchers. At least one of the Principal Investigators must have experience in education or social science research.
BPR Projects

Due date: November 21, 2017
5 pm proposer’s time

This due date is not negotiable and will not be extended.
NSF Proposal Content

- Cover Sheet and Certifications
- Project Summary
  - Both intellectual merit and broader impacts described
- Table of Contents (Automatic)
- Project Description
- References Cited
- Biographical Sketches
- Budgets and Budget Justification
- Current and Pending Support
- Facilities, Equipment and Other resources
- Special Information/Supplementary Documents
  - Postdoctoral Mentoring Plan and/or Undergraduate Student Mentoring Plan (if needed)
  - Data Management Plan
Proposal Preparation Instructions

COVER SHEET

Please begin the project title with “Broadening Participation Research:“

Be sure to check all boxes that apply. Each box refers you to a section in the PAPPG, if you have questions.

You will need IRB approval

PROJECT SUMMARY

Each proposal must contain a summary of the proposed project not more than one page in length. The Project Summary consists of an overview, a statement on the intellectual merit of the proposed activity, and a statement on the broader impacts of the proposed activity.
Proposal Preparation Instructions

The overview includes a description of the activity that would result if the proposal were funded and a statement of objectives and methods to be employed.

Proposals will be returned, without review, if they do not address both NSF merit selection review criteria explicitly in separate statements in the project summary.

– **The Intellectual Merit** criterion encompasses the potential to advance knowledge; and

– **The Broader Impacts** criterion encompasses the potential to benefit society and contribute to the achievement of specific, desired societal outcomes.
Merit Review Criteria

Both criteria, Intellectual Merit and Broader Impact, will be given full consideration during the merit review and decision-making process. Each criterion is necessary but neither, by itself, is sufficient. Proposers must fully address both criteria.

The following elements should be considered in the proposal’s review for both criteria:

What is the potential for the proposed activity to
- advance knowledge and understanding within its own field or across different fields (Intellectual Merit); and
- benefit society or advance desired societal outcomes (Broader Impacts)?
NSF Merit Review Criteria, Cont’d

• To what extent do the proposed activities suggest and explore creative, original, or potentially transformative concepts?

• Is the plan for carrying out the proposed activities well-reasoned, well-organized, and based on a sound rationale? Does the plan incorporate a mechanism to assess success?

• How well qualified is the individual, team, or institution to conduct the proposed activities?

• Are there adequate resources available to the PI (either at the home institution or through collaborations) to carry out the proposed activities?
Proposal Preparation Instructions

PROJECT DESCRIPTION

The PROJECT DESCRIPTION for NSF proposals must contain, as a separate section within the narrative, a discussion of the **broader impacts** of the proposed activities. This should **not** be merely a repeat of the broader impacts statement from the project summary.

In addition, where applicable, Intellectual Merit and Broader Impact activities **must** be described in two separate sections in the summary of Results from Prior NSF Support.
Proposal Preparation Instructions

PROJECT DESCRIPTION

• Clearly follow the detailed guidelines in the solicitation. They take you step by step through what needs to be included in the 15 page project description.

BUDGET

• All proposals should budget for the PI to attend a one to two day meeting of HRD grantees in the Washington, DC area.
• Follow the PAPPG closely when preparing the budget, especially where participant support is involved.
• Consult with your SRO on indirect cost rate – what categories it applies to, what the university’s negotiated rate is etc.
Proposal Preparation Instructions

BUDGET

• Clearly state that you used the university’s negotiated IDC rate and state clearly what categories the rate is applied to and what the percentage is in each category,
• Include detailed budget justification.
• Voluntary cost-sharing is not allowed.
• Have your SRO review your budget carefully.
Proposal Preparation Instructions

- REFERENCES CITED - Provide the references cited in the proposal. Follow PAPPG Guidelines. Be sure your references reflect the most current state of the research in your field and you are citing them properly in the proposal.

- BIOGRAPHICAL SKETCHES - Outline the experiences of the PI and co-PIs (two-page limit) using the PAPPG guidelines.

- CURRENT AND PENDING SUPPORT - Use the format provided in FastLane. Enter this proposal as pending support.
Proposal Preparation Instructions

- FACILITIES, EQUIPMENT & OTHER RESOURCES - Provide a description of available facilities and priorities for their use, if applicable. Please note that this section is a required part of the proposal. This is the section where you may describe institutional support provided to your project that could be construed as cost-sharing, such as for example the fact that the university may pay for your graduate student’s tuition or may pay for part of a post-docs salary.
SPECIAL INFORMATION/SUPPLEMENTARY DOCUMENTS:

- Proposals must include a supplementary document of no more than two pages labeled “Data Management Plan”. This supplement should describe how the proposal will conform to NSF policy on the dissemination and sharing of research results. Consult the PAPPG for details or go to https://www.nsf.gov/bfa/dias/policy/dmpdocs/ehr.pdf
- POSTDOCTORAL RESEARCHER MENTORING PLAN - Must be included as a supplementary document if funding to support a postdoctoral researcher is requested.
- HBCU-UP encourages the involvement of undergraduate students and requires a mentoring plan for these students.
Concerns Noted by Reviewers

- Lack of adequate justification for the proposed project
- Lack of clear goals and objectives
- Lack of references, outdated references, references do not link to what is proposed
- Lack of theoretical framework, outdated framework, framework that doesn’t apply
- Lack of clarity or detail in the methodology and/or data analysis
- Lack of justification for sample size
- Dissemination plan is generic and vague
Concerns Noted by Reviewers

- Evaluation plan is generic and vague and does not link to goals and objectives
- Underdeveloped data management plan
- If students are in budget, no discussion on how students will be engaged or impact on students
- Proposal was not proof read – typos, font issues, illegible tables or charts
- Lack of adherence to PAPPG
- Broader impacts statement in project description was duplicate of that on the summary page
Contact Information

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