**NSF BIOSKETCH: INFORMATION AND TEMPLATE**

**FOR SUBMISSIONS ON OR AFTER JANUARY 25, 2016**

The biosketch must include specific information in a set order and format, and **cannot be more than** **2 pages**. For additional information, please see the current NSF [Grant Proposal Guide](http://www.nsf.gov/pubs/policydocs/pappguide/nsf16001/gpg_2.jsp#IIC2f).

A biosketch is **required** for all senior personnel (click [here](http://www.nsf.gov/pubs/policydocs/pappguide/nsf16001/gpg_2.jsp#IIex6) for a definition and description of senior personnel). If you choose to do so, a proposal could also include biosketch information on other individuals involved that have exceptional qualifications that merit consideration in the evaluation of the proposal (e.g., postdoctoral associates, other professionals, students). Each biosketch must be uploaded separately (e.g., not included as one pdf).

Some categories in the biosketch are relatively straightforward – others are a little less intuitive. There are often questions about what constitutes “synergistic activities.” Synergistic activities are your opportunity to describe the broader impacts of your work; specifically how your professional activities create, integrate, and transfer knowledge. Synergistic activities can take many forms – NSF provides some examples, including innovations in teaching and training (development of curricular materials or 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 under-represented in STEM; and service to the scientific and engineering community outside of the individual’s immediate organization. If you have questions about synergistic activities, please feel free to talk to us!

Please do not include any personal information in the biosketch (e.g., home address, social security number, etc.).

The sections outlined on the template below are **required for all submissions**.

Additional information could be required or optional for certain programs/solicitations, so please read the solicitation or program description carefully. For example, equipment proposals must include a short biographical sketch for each auxiliary user, which lists up to five publications most closely related to the proposed acquisition.

The italicized text in the template should be deleted and the appropriate text inserted. The template below is one way that the biosketch could be formatted; formatting can be altered, but the categories and information outlined in the template must be included in the specified order.

**NAME**

**Education/Professional Preparation**

|  |  |  |  |
| --- | --- | --- | --- |
| Undergraduate Institution(s) | Location | Major | Degree and Year |
| Graduate Institution(s) | Location | Major | Degree and Year |
| Post-Doctoral Institution(s), if applicable | Location | Area | Inclusive Dates (Years) |

**Appointments**

*List all academic/professional appointments in reverse chronological order, beginning with the current position.*

**Products (Publications)**

Five most relevant products (publications):

1.

2.

3.

4.

5.

Five other significant products (publications):

1.

2.

3.

4.

5.

*Acceptable products must be citable and accessible and can include publications, data sets, software, patents, and copyrights. If only publications are listed, the heading “Publications” can be used instead of products. Note that you cannot list more than 10 products total, and no more than 5 in each category. Unacceptable products are unpublished documents not yet submitted for publication and invited lectures. Each product must include full citation information including names of all authors, date of publication, title, title of journal/book, volume, issue, pages, website and URL or other persistent identifier.*

**Synergistic Activities**

1.

2.

3.

4.

5.

*Note that the maximum number of synergistic activities that can be included is 5.*