

Instructions for submitting a full proposal to U.S. Nuclear Regulatory Commission Notice of Funding Opportunity (NOFO), the University Nuclear Leadership Program (formerly the Integrated University Program), Scholarship and Fellowship Education Grant, Distinguished Faculty Advancement Grant, and Trade School and Community College Scholarship Grant, Fiscal Year (FY) 2022

(Notice of Funding Opportunity Number: 31310022K0005)

Full proposal submissions must be received by 5 p.m. (Eastern Time) on October 20, 2022.

Please complete the required forms, SF-424 (Application for Federal Assistance), SF-424A (Budget Information Non-construction programs), and Certification Regarding Lobbying Form, SF-LLL: Disclosure of Lobbying Activities, if applicable. Please attach the required elements as listed below as part of your full proposal application package. It is preferred that you attach all your documents as separate PDF files.

REQUIRED ELEMENTS FOR FULL PROPOSALS

Full Proposals must include the following, packaged in the order listed, with the bottom right-hand corner of every page numbered and labeled with the Principal Investigators last name. Adobe pdf format is required.

Application Content

All submissions require full proposals. You may download full proposal submission packages from www.grants.gov.

Required Elements of the Application:

- Executive Summary
- Program Description
- References
- Budget and Budget Narrative
- Current and Pending Support
- Curriculum Vitae
- Past NRC Funding and Summary of Results from Past NRC Funding, if applicable
- Audit Report
- Citizenship Certification
- Other required forms

A. Format:

Font Size, Style, and Color

- **11 point, Arial, black color** (A Symbol font may be used to insert Greek lettersor special characters.). This is a requirement for all pages included in the document, i.e., table of contents, references, etc.

Page Size and Margins

- Use standard paper size (8 ½" x 11").
- Use one-inch margins (top, bottom, left, and right).
- NRC requires all text attachments to the SF424 application forms to besubmitted as PDF files. Adobe PDF format is preferred.

Footer

- Each page should include a page number and Principal Investigator's last name inthe bottom right-hand corner.

Attachments

- NRC requires all text attachments to the SF424 application forms to be submittedas separate individual PDF files. Adobe PDF format is preferred.

B. Executive Summary* (one-page maximum):

Describe the proposed project's essential elements.

- Descriptive title of proposed project: NOTE: The applicant should describe itsprogram as the University's program and not NRC's program.
- Name, address, email address and telephone number of the PI(s).
- Name(s), address, email address and affiliations of other investigator/collaborative personnel who will contribute significantly to theproject.
- The project's total funding request.
- Concise statement of the project's objectives and benefits.

C. Project Description:

The project description is limited to five (5) pages or less, including text, tables, and visual materials (e.g., charts, graphs, maps, photographs).

Applications must include and clearly identify the following elements, which should be addressed in the evaluation criteria.

Scholarship and Fellowship Program

1. Describe the proposed program including the number and size of the scholarships or fellowships and associated institutions, if any.
2. Describe the recruitment activities and specific marketing strategies designed toattract a large and diverse pool of applicants.
3. Describe the selection process that will ensure the most qualified applicants areselected based on academic merit. State the management structure and the capability for administering the program.
4. Identify an evaluation plan that will provide information on the effectiveness of theproject in attracting, preparing and retaining individuals in nuclear careers. All projects are expected to include an evaluation plan to measure the project's impact and the effectiveness of proposed strategies in attracting, preparing, and retaining students. The evaluation plan should include a mechanism for tracking the scholarship and fellowship students as they fulfill their academic obligation andreporting to the NRC.
5. Provide a schedule of tuition fees and other pertinent costs for students whowould be participating in this program.
6. State whether or not these scholarships or fellowships are contemplated as anintegrated element of a State or regional strategic plan including innovative approaches covering such arrangements as consortia, partnerships with otherinstitutions, including Minority Serving Institutions (MSIs), shared/distance learning programs, etc. Post-Secondary Minority Institutions are listed at: http://www.ed.gov/about/offices/list/ocr/edlite-minorityinst.html.

7. State any arrangements with other non-Federal entities (State, local governmentor private) that provide additional support, typically in the form of cost sharing or matching, to the goals of this grant. A written cost sharing or matching agreement or letter is required with the application.
8. Institutions must require individual scholarship and fellowship students toaccept the service agreement terms as defined in this NOFO.

Distinguished Faculty Advancement Program

1. Describe the proposed distinguished faculty advancement program. Ensure that the faculty meets the eligibility timeframe.
2. Describe the selection process that will ensure that best-qualified applicantsare selected based on potential capabilities to become tenured or research professors.
3. State the management structure and the capability for administering theprogram.
4. Identify the evaluation plan that will provide information on the effectiveness of theproject in attracting, preparing, and retaining individuals in educational careers. This plan should include methodologies for measuring the effectiveness of the faculty advancement program.
5. State any arrangements with other non-Federal entities that provide additional support, usually in the form of cost sharing or matching to the goals of this project. A written agreement or letter is required from the source of the matchingfunds.

Trade School and Community College Scholarship Program

1. Describe the proposed program including the number and size of the scholarshipsand associated institutions, if any. State the management structure and the capability for administering the program. Provide a schedule of tuition fees and other pertinent costs for students who would be participating in this program.
2. Describe the recruitment activities and specific marketing strategies designed to attract a large and diverse pool of student applicants. Describe the selection process that will ensure that the most qualified student applicants are selected based on academic merit, with consideration given to financial need and the goalof promoting the participation of minorities, women, and persons with disabilities.
3. Identify an evaluation plan that will provide information on the effectiveness of theproject in attracting, preparing, and retaining individuals in nuclear careers. This plan should include methodologies for measuring the effectiveness of the program. The evaluation plan should include a mechanism for tracking the trade school and community college scholarship students as they fulfill their academicobligation and for reporting to the NRC.
4. State whether or not these scholarships are contemplated as an integrated element of a State or regional strategic plan including innovative approachescovering such arrangements as consortia, partnerships with other institutions(including Minority Supporting Institutions), shared or distance learning programs, etc. Post-Secondary Minority Institutions are listed at: http://www.ed.gov/about/offices/list/ocr/edlite-minorityinst.html.
5. State any arrangements with other non-Federal entities that provide additional support, usually in the form of cost sharing or matching, to the goals of this grant(a written agreement or letter is required with the application). Institutions must agree to require individual trade school and community college scholarship students to accept the service agreement terms as defined in this NOFO.