



**Overview**

This guide is designed for faculty and staff at our institution to provide a clear, consolidated overview of the National Science Foundation (NSF) disclosure requirements. It ensures transparency and compliance by outlining where and when specific professional activities, resources, and financial interests must be reported throughout the proposal and award lifecycle.

	Facilities, Equipment & Other Resources	Biographical Sketch	Current & Pending (Other) Support	Annual Project Reports	Post-Award Term & Condition	Disclosure Not Required
Professional preparation (e.g., education and training)	X	✓	X	X	X	X
Academic, professional, or institutional appointments (full/part-time, or voluntary; remunerated or not)	X	✓	X	X	X	X
List of products demonstrating qualifications	X	✓	X	X	X	X
All resources made available in support of R&D efforts (foreign/domestic, with or without monetary value)	X	X	✓	✓ <sup>1</sup>	✓ <sup>2</sup>	X
In-kind contributions (\$5,000+ value) intended for use on the project being proposed	✓	X	X	X	X	X
In-kind contributions (\$5,000+ value) not intended for use on the project with a time commitment	X	X	✓	✓ <sup>1</sup>	✓ <sup>2</sup>	X



Type of Activity	Facilities, Equipment & Other Resources	Biographical Sketch	Current & Pending (Other) Support	Annual Project Reports	Post-Award Term & Condition	Disclosure Not Required
Foreign government-sponsored programs (e.g., talent recruitment programs)	✓ <sup>3</sup>	✓ <sup>3</sup>	✓ <sup>3</sup>	✓	✓	✗
Consulting activities (if performing research, related to research portfolio, or involves confidentiality contracts)	✗	✗	✓	✗	✗	✗
External students/postdocs/scholars intended for use on the project	✓	✗	✗	✗	✗	✗
External students/postdocs/scholars not intended for use on the project with a time commitment	✗	✗	✓	✓ <sup>1</sup>	✓ <sup>2</sup>	✗
External travel to perform research activities with a time commitment	✗	✗	✓	✓ <sup>1</sup>	✓ <sup>2</sup>	✗
Startup company based on non-organization-licensed IP	✗	✗	✓	✓ <sup>1</sup>	✓ <sup>2</sup>	✗
Startup packages from organizations other than the proposing organization	✗	✗	✓	✓ <sup>1</sup>	✓ <sup>2</sup>	✗
Recently completed support or support that has ended	✗	✗	✗	✗	✗	✓



Type of Activity	Facilities, Equipment & Other Resources	Biographical Sketch	Current & Pending (Other) Support	Annual Project Reports	Post-Award Term & Condition	Disclosure Not Required
External travel to attend a conference or workshop	X	X	X	X	X	✓
Teaching commitments	X	X	X	X	X	✓
Startup company based on organization-licensed IP	X	X	X	X	X	✓
Organizational startup packages from the proposing institution	X	X	X	X	X	✓
Honoraria for distinction/respect unrelated to research oversight	X	X	X	X	X	✓
Unrestricted gifts <sup>4</sup>	X	X	X	X	X	✓
Training awards and prizes	X	X	X	X	X	✓
Mentoring as part of appointment or without research activities	X	X	X	X	X	✓
Academic year salary provided by the home organization	X	X	X	X	X	✓



Type of Activity	Facilities, Equipment & Other Resources	Biographical Sketch	Current & Pending (Other) Support	Annual Project Reports	Post-Award Term & Condition	Disclosure Not Required
Core facilities or shared equipment broadly available	X	X	X	X	X	✓
F&A Reimbursement to the institution	X	X	X	X	X	✓

### Important

1. Required for new support only.
2. Required if the information was undisclosed at the time of application submission.
3. Appropriate placement in each document may be contract dependent.
4. **Gift Definition:** An item or service given without expectation of anything in return (e.g., time, services, specific research, etc.). Includes equipment time, samples, or travel reimbursement if no return service is expected.