

- 1) When is the proposal due date, and is this firm?

Full applications are due by **11:59 PM EST, February 25, 2014**. APPLICATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE REVIEWED OR CONSIDERED FOR AWARD.

- 2) Where can I find full instructions for completing the Grant Application Package?

Instructions for completing the Grant Application Package are contained in the full text of the Funding Opportunity Announcement (FOA) which can be obtained here:

http://science.energy.gov/~media/grants/pdf/foas/2014/SC_FOA_0001034.pdf

- 3) I have a lot of collaborators and coauthors – I can't stay within the 5 page limit for the Biographical Sketch (Appendix 1) if I list them all!

If providing a complete list of "Collaborators/Potential Conflicts of Interest" causes you to exceed the 5 page limit, you may provide these as a separate attachment under Appendix 6. It is very important that your COI list is as complete and up-to-date as possible.

- 4) What should I cover in project management plan? Should it include a plan for a supported postdoc(s)?

The project management plan must cover the roles and responsibilities for you and each of your coPIs. You may include your postdoc's responsibilities, if he/she will be responsible for a major part of the project.

- 5) Is my proposal more appropriate for submission to USDA or DOE? How do I estimate indirect costs?

You are submitting the proposal to the joint program, not to one agency or the other. So, just estimate the indirect costs as you normally would for any other grant. The decision as to whether a proposal will be funded by USDA or by DOE isn't made until after the selections have been made; at that point, if your proposal is selected for funding, the appropriate agency will negotiate with you on the budget.

- 6) My CoPI is from XXX. Is this considered a collaboration, and do we need to submit a separate package as specified in the FOA?

For this FOA, funded **academic** coPIs are considered subawards and all will be included in one proposal. Funded coPIs from a **Federal agency** (e.g., a DOE National Laboratory, or USDA) are considered Collaborators, and they need to submit a separate but identical proposal except that it will include a budget and budget justification **ONLY** for their lab. In other words:

If you have a funded coPI (collaborator) from a National Lab or Federal Agency:

- The lead PI should submit a proposal that includes budget(s) and budget justification(s) for your lab and any **academic** coPIs/subawards (do NOT include the Federal agency/National Lab budget). The cover page should list all separately funded subawards and collaborators.
- The Federal agency/National Lab coPI will also submit a separate IDENTICAL copy of the Lead institution's proposal (with the same title and cover page) except that it will include a detailed budget and budget justification for the Lab's portion of the work only.

If you have a funded coPI (subaward) from an academic or other non-Federal institution:

- Submit one proposal only, from the lead PI, with budget information for all subs included.

7) Is a data sharing section essential? How important is this?

Very important! The data sharing plan must be included, and should describe how the project results or resources will be disseminated in a timely manner and in an accessible and usable form to the broader scientific community.

ANY PROPOSAL SUBMITTED WITHOUT A DATA SHARING PLAN WILL BE RETURNED WITHOUT REVIEW.

We strongly encourage you to read the information about the DOE Genomic Science Program data release policy, with which awardees will be expected to comply:

<http://genomicscience.energy.gov/datasharing/index.shtml>.

8) Is an eXtension (eXtension Plant Breeding and Genomics Community of Practice) section required?

If applicable to your project, a link with PBG eXtension is encouraged but is not required. See the links in the program description (p. 3 of the FOA), including: <http://pbgworks.org/node/1066>

9) Are changes in personnel (including PI and/or coPIs) from the pre-application to the application permitted?

Yes, it is permissible to change personnel as long as the focus and intent outlined in the preapplication remains unchanged. It is advisable that you let us know if you plan to modify the team.

10) This is a renewal proposal; do I need to include a progress report on prior funding?

Yes, a 5-page (maximum) progress report must be included as an appendix to the narrative. The progress report will not count towards the 10-page Narrative limit. See page 6 of the FOA for details.

Other useful information:

To be considered, Applicants must follow ALL instructions contained in the Funding Opportunity Announcement, including but not limited to:

- One-page PROJECT SUMMARY/ABSTRACT (see pp. 13-14 of the FOA);
- DOE COVER PAGE containing all information as listed (p. 14);
- 10-page (maximum) PROJECT NARRATIVE, including figures, timeline, project management plan, and data sharing plan (pp. 15-16). References are not counted within the 10 pages.
- APPENDIX 1: BIOGRAPHICAL SKETCH (p. 16-17)
 - List no more than 10 publications
 - List no more than 5 synergistic activities
 - List of Collaborators/Potential Conflicts of Interest