



NATIONAL SCIENCE FOUNDATION
Division of Grants & Agreements,
Rm. E6000
2415 Eisenhower Avenue
Alexandria, VA 22314

June 7, 2018

Emmanuel Posadas
City of Gainesville
405 NW 39th Avenue
Gainesville, FL 32601-3400

Dear Dr. Posadas:

The National Science Foundation (NSF) is requesting information based on your pending proposal submission. The NSF must be assured that your organization has the administrative and financial capabilities to manage a federal award. Therefore, certain administrative and financial information is required to **be submitted to NSF within 10 days (June 18, 2018)** of your receipt of this letter. Please submit these documents electronically to trobins@nsf.gov. In responding to this request for information, you should refer to the *Prospective New Awardee Guide* https://www.nsf.gov/bfa/dias/caar/pnag/pnag_jan2017.pdf

The Guide contains forms, as appendices, that you will need to complete and send to us in order for NSF to assess your organization's capabilities. The Guide also contains forms and information on documentation NSF will need to conduct a review of your proposal's budget and your organization's financial operations. Please refer to the Guide and/or other information, as instructed, in preparing and submitting those items shown in the checklist.

We encourage you to first read the checklist and to become familiar with the information contained and referenced in the Guide and also the regulations and requirements contained in the *Proposal and Award Policies and Procedures Guide (PAPPG)*, https://www.nsf.gov/pubs/policydocs/pappg17_1/nsf17_1.pdf and the Grant General Conditions (GC-1, dated January 30, 2017) <https://www.nsf.gov/pubs/policydocs/gc1/jan17.pdf> which apply to NSF grant awards. These referenced documents are available on the NSF Homepage, at <http://www.nsf.gov/> under Grants and Awards.

If you have any questions concerning this letter, please feel free to contact me at trobins@nsf.gov or (703) 292-7859. You may also refer to Section A.3 of the Guide which contains a listing of NSF offices which can provide assistance in specific areas.

We look forward to working with your organization.

Sincerely,

*Ms. Tianay Robinson
CNS/OISE Grant Management
Specialist*