



## General Programmatic Terms and Conditions for the Plant Genome Research Program (PGRP) (NSF 04-510)

1. **Key Personnel:** Except for the Principal Investigator(s) (PIs) or Co-PIs identified in this award, requests to make any changes to personnel, organizations, and/or partnerships specifically named in the proposal, that have been approved as part of this award, shall be submitted in writing to the cognizant NSF Program Official for approval prior to any changes taking effect. Changes to PIs/Co-PIs must be submitted through FastLane for Grants Officer approval.
2. **Program/Project Description:** The Plant Genome Research Program (PGRP) continues to support the elucidation of genome structure and organization, functional genomics, the identification of functions of a pathway or a cluster of co-regulated genes at a genomic scale, and application of genomics tools to understanding fundamental biological processes in economically important plants. Program activities also lead to the development of new informatics tools that may be used to disseminate, access and analyze massive or dispersed datasets, as well as enable a broad community of investigators to participate in plant genome research. Resources developed through project activities are made available to the broader research community. The success of the PGRP is measured ultimately by how much the information and resources produced under each award help advance knowledge of the structure, organization and functions of plant genomes.
3. **Project Governance:** The Awardee will ensure that an effective governing structure is in place throughout the funding period, with the structure established and recorded according to the time line developed by the Awardee, in consultation with the cognizant NSF Program Official.

An Advisory Committee (AC) comprising technical and management experts will be assembled by the PI in consultation with the cognizant NSF Program Official, a minimum of one face-to-face meeting per year. No changes to the Advisory Committee shall be made without the prior approval of the cognizant program official. The AC is advisory to the PI, providing input on such items as:

- Technical issues,
- Data and materials release,
- Project management,
- Interactions with the community.

The PI will cooperate and coordinate with the cognizant NSF Program Official by:

- Providing notifications in advance of all AC meetings,
- Providing written AC meeting reports, and responses to their recommendations with the annual report,
- Contributing to the assessment of scientific progress and administration against targeted goals for each participant,
- Participating in mid-project reviews conducted via telephone or site visit, as needed,

The designated Principal Investigator (PI) is responsible for:

- Overall project management
- Coordination of activities among all project participants and institutions,
- Ensuring that project goals and milestones are met
- Submission of Annual Progress Reports on or before the specified date, that should include any AC reports and responses for the previous reporting period
- Coordination of project activities with other PGRP projects
- Coordination with other related research activities in the US and internationally
- Participation in the annual NSF PGRP Awardee Meetings, along with any additional project personnel requested to attend by NSF, such as the lead in bioinformatics

4. **Reporting Requirements:** The Awardee will submit all *ad hoc* and regular reports with content, format, and submission dates designated by the cognizant NSF Program Official, in consultation with the Awardee and PI. This information will be communicated to the PI electronically and kept on record by the cognizant Program Officer. The Awardee will submit all regular reports to NSF *via* FastLane. Regular reports include the Annual Progress Report containing a summary of progress as measured against goals established in the work schedule, related to:

- Scientific accomplishments
- Progress on internal communication and data management systems;
- Progress on public access to, and distribution of data, biological materials and reagents, including any web sites, databases and reagent distribution activities;
- Any problems likely to delay timely accomplishment of goals established in the timetable and proposed resolution;
- Report on subaward activities;
- Educational/training activities, including any outreach activities;

- Reports on pro-active steps taken by individuals within the project and/or the project as a whole to increase the role of members of underrepresented groups in the activities of the project;
  - Status of collaboration with other PGRP awardees;
  - Status of collaboration with private industries, if applicable;
  - Status of collaboration with the international community, if any;
  - Feedback from the user community, if any;
  - A personnel and financial report as designated by the cognizant NSF Program Official.
  - The Annual Progress Report shall contain updated budget pages and updated current and pending support statements.
5. **Intellectual Property:** An Awardee-to-Subawardee agreement on intellectual property including publication and patent rights must be negotiated. This Intellectual Property agreement shall be in place between the primary Awardee, subaward(s), and other institutional participants in the project within 60 days and a copy of the (signed and dated) intellectual property agreement shall be provided to the cognizant program official within 30 days thereafter (or ninety days from the date of approval of this award).
6. **Awardee Support of Ongoing Management and Oversight:** The Awardee will work with the PI and the cognizant NSF Program official to facilitate the effective management and timely completion of the NSF-funded activities. The Awardee will ensure full commitment and cooperation among the governing structure components and all project staff during all ongoing NSF project management and oversight activities. The Awardee will ensure availability of all key institutional partners during any desk or on-site review as well as timely access to all project documentation.