

Required Documentation for New Awards

SOLICITED: Technical evaluation/peer review evaluation and selection documentation

UNSOLICITED: Technical evaluation, Justification for Acceptance of Unsolicited Proposal (JAUP) and three peer reviews. For more information see “Unsolicited Proposals” under Quick Links.

SINGLE-SOURCE: Technical evaluation, Justification for Acceptance of Single-Source Proposal, and three peer reviews. For more information see “Single-source Proposals” under Quick Links.

RENEWALS: Technical evaluation, Justification for Acceptance of Single-Source Proposal –see 5.3.3 of the Grant and Cooperative Agreement Manual

COPY OF SELECTION LETTER (if one was sent to Principal Investigator (PI)) –Generally only sent for solicited proposals

ARMD: Congressional Notification

ENDORCED PROPOSAL

APPROVED DETAILED BUDGET (to include appropriate narrative)

CERTIFICATIONS

COPY OF THE BAA/NRA/AO/CAN (cover page only)

JUSTIFICATION AND OTHER APPROVALS (equipment, travel, subcontract consent, general purpose equipment, NEPA requirements, Safety requirements, etc.)

SPECIAL LANGUAGE AND/OR REQUIREMENT FOR AWARD (unique reporting requirements, training grant provisions, **statement of nature of collaboration for cooperative agreement**)

PURCHASE REQUEST (PR)

Required Documentation for Multi-Year Funding Supplements (i.e., Fund Year 2 of 3)

PROGRESS REPORT (or statement that satisfactory progress has been made from the NASA TO if report not yet due or submitted)

PURCHASE REQUEST (PR)

UPDATED CERTIFICATIONS

Required Documentation for Supplements (Augmentations)

ENDORSED PROPOSAL FOR ADDITIONAL WORK

APPROVED DETAILED BUDGET FOR ADDITIONAL WORK

REVISED BUDGET (if changed from the plan when grant or cooperative agreement was awarded)

TECHNICAL EVALUATION AND SELECTION STATEMENT FOR ADDITIONAL WORK

PURCHASE REQUEST (PR)

UPDATED CERTIFICATIONS

STATEMENT OF COLLABORATION for cooperative agreements (if applicable)