

## **Guidance on Collaborative Research Opportunities through the SBE/AHRC MOU**

The Social, Behavioral and Economic Sciences Directorate (SBE) of the NSF and The Arts and Humanities Research Council (AHRC) of the UK have been collaborating in support of research of mutual interest for several years.

A Memorandum of Understanding is in place to encourage interdisciplinary research and facilitate the peer-review and joint-funding of US-UK collaborative research in areas at the intersection of the two agencies' missions. Appropriate domains may include scientific work in fields such as Cultural Policy, Religious Studies, Linguistics, Cultural Anthropology, Archaeology and Cultural and Historical Geography, as well as History and Philosophy of Science and Technology Studies and Ethics and Values in Science.

Prospective Principal Investigators (PIs) should review the programs supported through SBE's two research divisions, the Division of Behavioral and Cognitive Sciences and Division of Social and Economic Sciences, as well as the AHRC for further information on each of the agency's areas of support. Researchers are also encouraged to discuss topics for possible joint support with agency personnel.

### ***Review Process and Criteria: Instructions for Proposers***

- 1) In order to ensure that the proposed research is appropriate for consideration by both agencies, PIs should first contact their respective funding agency, and submit a 1-1.5 page "NSF/AHRC MOU Letter of Intent (LOI)." This LOI should be a joint document from both the US and the UK researchers, and should provide a clear statement of the project they propose to undertake, the key research personnel that will participate in the project and how the proposed research topic meets the funding profile of each of the agencies. In addition, the UK applicant must address his or her eligibility to apply for funding. These criteria are described in the AHRC Funding Guide (Funding Guide: <http://www.ahrc.ac.uk/FundingOpportunities/Documents/Research%20Funding%20Guide.pdf>).

The US-based principal investigator should send the statement to the current NSF lead, Dr. Mark Weiss (mweiss@nsf.gov), the Behavioral and Cognitive Sciences (BCS) Division Director, or designee, who will then discuss appropriateness of the topic with relevant program officers and provide a written response. The UK-based PI should transmit the same document to the AHRC Portfolio Manager, Samuel Lamshead (s.lamshead@ahrc.ac.uk). This pre-review document must be submitted at least six weeks in advance of the relevant target date or deadline. (Note that some NSF programs have flexible target dates for submission while others have firm deadlines. Further information for specific programs is available on the agency website or by inquiry). After receipt of clearance from their respective agencies, the PIs should then prepare a single proposal to be submitted to the NSF as outlined below.

- 2) The proposal must be submitted by the US proposing organization through NSF's FastLane system at <https://www.fastlane.nsf.gov/fastlane.jsp> or the Grants.gov system at <http://grants.gov/> to the relevant standing program within SBE. The proposal should be clearly identified as a collaborative project under the NSF/AHRC Memorandum of Understanding by inclusion of the text "NSF-AHRC MOU:" prior to the project title.
- 3) The costs of the US and UK partners must be clearly differentiated in the proposal. **AHRC will fund 80% of Full Economic Costs (FEC), up to a limit of £350,000 FEC for any single project and lasting up to 60 months.** The

UK partner must submit a full breakdown of the UK costs associated with the project, and a justification of UK resources. The standard AHRC budget form - indicating the financial costs associated with the UK component of the project - is available on the relevant page of the AHRC website. The US partner's request must conform to the budgetary guidelines described in NSF's Grant Proposal Guide at: [http://www.nsf.gov/publications/pub\\_summ.jsp?ods\\_key=gpg](http://www.nsf.gov/publications/pub_summ.jsp?ods_key=gpg) as well as any additional programmatic requirements as stipulated by the program to which the application is submitted.

- 4) The AHRC budget form, and justification of resources, should be forwarded to the US partner in advance of the US submission. The US partner **must** include this AHRC form as one of the supplementary documents submitted with the NSF proposal. The US partner also must explain how the two budgets are coordinated in the Budget Justification section of the NSF proposal.
- 5) In all other respects, the information provided in the proposal should relate to the entire project (both US and UK components).
- 6) The proposal should be submitted to the relevant SBE standing program at NSF by the US deadline or, if the program has a target date, by the date agreed upon in consultation with the relevant program officer. Once the proposal has been received by NSF, the US PI must provide a PDF copy of the proposal to the UK partner.
- 7) The UK partner must forward this PDF copy directly to the International Policy Manager at the AHRC, or designee, **within 48 hours of submission to NSF**.
- 8) To ensure that the funding agencies properly identify applications submitted under this collaborative activity, an email with the relevant proposal number should be sent to the current NSF lead, Dr. Mark Weiss ([mweiss@nsf.gov](mailto:mweiss@nsf.gov)), Behavioral and Cognitive Sciences (BCS) Division Director, or designee, noting that these are submitted under the NSF/AHRC Memorandum of Understanding.
- 9) The National Science Foundation supports research involving human subjects when the project has been certified by a responsible body (an Institutional Review Board or IRB) to be in compliance with the US government's "Common Rule for Protection of Human Subjects". While a proposal can be reviewed without receipt of the IRB approval, projects involving human subjects cannot be funded until this certification or its equivalent is submitted to NSF (please see <http://www.nsf.gov/bfa/dias/policy/human.jsp>). If the research conducted by the UK partner involves human subjects, the UK partner must adhere to the RCUK Policy and Code of Conduct on the Governance of Good Research Conduct (please see <http://www.rcuk.ac.uk/documents/reviews/grc/goodresearchconductcode.pdf>) and provide details of where the UK Research Organization's ethical policy can be accessed. This approval should be submitted to both the AHRC and the NSF. An example is compliance with guidelines consistent with the World Medical Assembly Declaration (Declaration of Helsinki amended 1989) or by an organization whose function for the protection of human research subjects is internationally recognized. (Further questions regarding NSF and human subjects research can be directed to the NSF Human Subjects Officer, currently Dr. Kellina Craig-Henderson; [khenders@nsf.gov](mailto:khenders@nsf.gov)).
- 10) Proposals will be reviewed at NSF according to the procedures of the standing program to which the application was submitted (i.e. panel and/or mail review). The proposals will be taken to the relevant panel for consideration along with other proposals submitted to that program.

- 11) Any financial limitations established for the US component of the proposal, are not impacted by the amount of funding sought by the UK partner.
- 12) If recommended for funding, the US component of the project, and the UK component of the project, will be separately supported by NSF and AHRC respectively. Grantees from the US and UK will be subject to their respective agency's conditions of awards and the parameters agreed in the NSF/AHRC Memorandum of Understanding. Each agency will handle the administration and monitoring of awards in accordance with the respective agency's standard policies and procedures.