



General Programmatic Terms and Conditions (PTCs) for the Centers for Chemical Innovation Phase II (CCI-II) (NSF 10-585) Cooperative Agreement(s)

1. **Key Personnel:** The Principal Investigator (PI) is the only named key personnel on this award. Requests for prior approval of changes to the PI must be submitted through FastLane for review by the cognizant NSF Program Official and approval by an NSF Grants Officer. Requests to make changes to personnel, organizations, and/or partnerships specifically named in the proposal, which 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.
2. **Program Description:** Centers for Chemical Innovation (CCIs) bring together researchers with diverse expertise to support high risk, transformative science, to energize the chemistry research community to tackle grand challenges and to creatively engage the public in the scientific enterprise. CCIs operate in partnership with industry, government laboratories, and/or partners from other sectors to address complex, interdisciplinary challenges in the chemical sciences, and to integrate research with education both internally and through a variety of partnership activities. The CCI Program supports projects that are too complex and multi-faceted for individuals or small groups of researchers to tackle on their own.
3. **Project Governance:** The Awardee will ensure that an efficient and effective project governing structure is in place throughout the award period to support all critical or significant project activities. The responsibilities of governing components will be as follows:
 - A. The CCI Director, as the Principal Investigator of the award, is the primary contact for the NSF Program Official. The Director is the chief executive officer for the Center and is responsible for all technical and non-technical aspects of Center management and project reporting requirements throughout the award period. The Director or his/her designee, as appropriate, chairs the CCI Management Team, and the Director ensures that decisions by that Team are properly executed. The Director, with the assistance of the Management Team, is the primary liaison to the External Advisory Committee.

- B. The CCI Management Team advises the CCI Director on all aspects of Center management. The Management Team's membership generally consists of, but is not limited to, the Director, or his/her designee, as appropriate, as chair of the Management Team, the various leaders of the Center's major thrusts or interdisciplinary research groups, and other individuals concerned with education, outreach and diversity. It may also include individuals not directly involved with the Center.
 - C. The External Advisory Committee (EAC) serves in an advising capacity to the CCI Director and the Management Team. The Director, in consultation with the CCI Management Team, determines the membership of the EAC. The EAC generally meets annually at a time and place to be determined in consultation with the Director and the Management Team. NSF program staff will participate in the annual EAC meetings.
4. **Reporting Requirements:** The Awardee will provide ad hoc and regular reports as designated by the cognizant NSF Program Official with content, format, and submission time line established by the cognizant NSF Program Official. The Awardee will submit all required reports via FastLane using the appropriate reporting category; for any type of report not specifically mentioned in FastLane, the Awardee will use the "Interim Reporting" function to submit reports.
- A. The Awardee will submit annual progress reports, using the FastLane Project Reports System and additional guidance provided by the CCI Program.
 - B. The Awardee will, when appropriate, alert the NSF Program Official of potential press releases or other media outreach. All media outreach will be coordinated between NSF, and the Awardee's public information office.
 - C. The Awardee will submit research highlights to NSF at the request of the NSF Program Official.
 - D. The Awardee will maintain and execute a diversity strategic plan with goals and intended actions to increase the diversity of the center's leadership, faculty, Postdoctoral associates, graduate students and undergraduate students. The CCI will include the diversity strategic plan in its annual report and will discuss in that annual report the execution of the previous year's diversity strategic plan, the outcomes and impacts achieved (statistical and other information), and it will update the diversity strategic plan for the coming year. The updated strategic plan should highlight key deficiencies identified in the previous year's plan and new strategies to rectify them.
 - E. NSF may request the Awardee to maintain a uniform database of quantitative indicators of activity and progress. Details of the database will

be determined by NSF and provided to the Center after coordination with the Center Director.

5. **Awardee Support of Ongoing Management and Oversight:** 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 onsite review as well as timely access to all project documentation.

In addition to the annual prioritization and budgeting process, it may be necessary to redirect resources more frequently (quarterly or monthly). It may also be necessary to bring new investigators/new institutions into the Center, establish new subawards and rebudget existing subawards. This is permitted and encouraged. NSF approval will be required to initiate new subawards. Changes in subaward amounts and/or to research directions of ongoing projects will be reported to NSF program officials in a timely manner.