NSF Project Outcomes Report (POR) for the General Public

What is the NSF Project Outcomes Report (POR)?
The POR serves as a brief summary, prepared specifically for the general public, of the nature and outcomes of the project. This report will be posted on the NSF website exactly as it is submitted and will be accompanied by the following disclaimer:

“This Project Outcomes Report for the General Public is displayed verbatim as submitted by the Principal Investigator (PI) for this award. Any opinions, findings, and conclusions or recommendations expressed in this Report are those of the PI and do not necessarily reflect the views of the National Science Foundation; NSF has not approved or endorsed its content.”

Am I required to complete the POR for my grant?
All NSF grantees receiving a new award or an award modification (funding increments, no cost extension, etc.) dated after January 4, 2010 are now required to submit the report as part of the final technical reporting process. Email notifications similar to what is currently sent for annual and final reports will be sent to PIs, Co-PIs and authorized organization representatives indicating the report is due.

What should be included in the POR?
1. Describe the project outcomes or findings that address the intellectual merit and broader impacts of the work as defined in the NSF merit review criteria. This description should be a brief (generally, two to three paragraphs) summary of the project’s results that is written for the lay reader. Principal Investigators are strongly encouraged to avoid use of jargon, terms of art, or acronyms.

2. NSF will automatically include all publications that are provided regarding the award in the FastLane project reporting system. Other products that have resulted from the award also are to be listed. Examples of other products include collections, data sets, software, as well as educational materials.

3. Additional information. Information regarding anticipated publication of project results, as well as any other information that would be of interest to the public also may be included in this section.

What should NOT be included in the POR?
PIs are to ensure that the report does not contain any confidential, proprietary business information; unpublished conclusions or data that might compromise the ability to publish results in the research literature; or invention disclosures that might adversely affect the patent rights or those of the organization, in a subject invention under the award. Responses are not to contain any private personally identifiable information such as home contact information, individual demographic data or individually identifiable information collected from human research participants.

When and how do I submit the POR?
Within 90 days following the grant end date, a project outcomes report must be submitted electronically via Research.gov. Login information for Research.gov is the same as is used for Fastlane. PORs should be drafted in a word processing application and saved. Drafted text should be pasted into Research.gov’s “report builder” and up to six (6) relevant images can be uploaded. After the POR is submitted, a 30 day editing window opens. Once the editing window closes, PIs/Co-PIs will have the ability to upload POR addenda revealing additional project outcomes, but this information cannot be edited once submitted.
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What if I have questions about the POR?
Contact your Contract & Grant Administrator in the Research Office if there are questions about content or submission of the POR.