

# Biosketch Best Practices

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Coordinator Grants Development  
College of Education



THE UNIVERSITY OF ARIZONA  
College of Education

# Follow this format when constructing the first section of your NSF Biosketch

Effective 10/04/2021                      NSF BIOGRAPHICAL SKETCH                      OMB-3145-0058

NAME: Last, First M

POSITION TITLE & INSTITUTION: Title, University of Arizona

**A. PROFESSIONAL PREPARATION** - (see [PAPPG Chapter II.C.2.f.\(i\)\(a\)](#))

INSTITUTION	LOCATION	MAJOR/AREA OF STUDY	DEGREE (if applicable)	YEAR (YYYY)
Undergraduate				
Masters				
Doctoral				
Certificates ok also!				

**B. APPOINTMENTS** - (see [PAPPG Chapter II.C.2.f.\(i\)\(b\)](#))

Follow this format when listing your professional appointments – Most recent first and remember to list the city and state for each appointment

**B. APPOINTMENTS** - (see [PAPPG Chapter II.C.2.f.\(i\)\(b\)](#))

From - To	Position Title, Organization and Location
Most recent	Associate Professor, College of Education, University of Arizona, Tucson, AZ
date - date	
date - date	
date - date	
date - date	
date - date	
Oldest	

Your biosketch is a living document and this section is designed to be updated for each NSF grant you apply for. It is important you place the most relevant products in this section

**C. PRODUCTS - (see [PAPPG Chapter II.C.2.f.\(i\)\(c\)](#)) Products Most Closely Related to the Proposed Project**

Place most relevant research or programs

This section is intended for you to highlight other work/products you have done that are not tied directly to the project proposal you are submitting but will help inform the NSF reviewers of adjacent skills and experience

### **Other Significant Products, Whether or Not Related to the Proposed Project**

Anything you think will help NSF reviews get a better picture of your capabilities, and capacity to perform the project you are submitting for award

The Synergistic Activities Section of your biosketch is where you have the chance to demonstrate to the NSF reviewers you have the relevant knowledge and experience to carry out this proposal. Be sure to watch the video we produced specifically for this section.

#### **D. SYNERGISTIC ACTIVITIES - (see [PAPPG Chapter II.C.2.f\(i\)\(d\)](#))**

Tell a short story, this is your opportunity to illustrate to the NSF reviewer you have the relevant knowledge and experience to carry out this proposal. When NSF reviewers are going through the rubric and get to "How well qualified is the individual, they will go to this section to assess that question.

**DO NOT MAKE LISTS**, sub-bulleted highlights of honors and prizes, lists of orgs you have served as a reviewer, list multiple schools where you perform an outreach program etc

When highlighting a grants, for example, instead of just listing the title of the grant and the award amount, explain how your contribution to the project advanced knowledge and understanding within the field and across different fields, and how this benefited society or advanced desired societal outcomes. Make it compelling.

# RESEARCH TEAM

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## COREY KNOX

Research Scientist. Assists with IRB questions, logic models, frameworks, research questions, evaluation and speaker series. [cknox@arizona.edu](mailto:cknox@arizona.edu)

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## ZACH SBRAGIA

Pre-Award submission support. Also working on Research webpages and grants database building and analysis. [zsbragia@arizona.edu](mailto:zsbragia@arizona.edu)

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## JEFFREY ANTHONY

Grants Development. Will provide foundation support, assist with foundation write-ups (translational), and orientation planning. [jeffreyanthony@arizona.edu](mailto:jeffreyanthony@arizona.edu)

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## Anna Lawrence

Pre/Post Award support. Will assist with submissions but also have portfolios assigned per awarded grants. [annalawrence@arizona.edu](mailto:annalawrence@arizona.edu)



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