**NSF Spoke Proposals - 2017**

**Template for Submission form for Northeast Big Data Hub Letters of Collaboration**

**You may use this form to draft your Letter of Collaboration request before submitting to the Northeast Big Data Innovation Hub. Please submit your final version via the following form:** [**bit.ly/2017NESpokeLOC**](bit.ly/2017NESpokeLOC)

**Overview**

The new Big Data Regional Innovation Hubs: Establishing Spokes to Advance Big Data Applications (BD Spokes) solicitation has been released from NSF. Letters of Collaboration are needed from the Big Data Innovation Hub associated with the proposal. The Hubs have worked together to streamline a process for submitting LoC requests, detailed below.

**Letter of Collaboration Request Deadline: June 19th, 2017 at 5 pm (submitter's local time)**

**Process**

1. Determine the Hub to which your project is associated. Proposers are encouraged to begin by reaching out to the BD Hub serving their respective regions. This is determined by the institution of the lead Principal Investigator. For example, if the lead PI on a collaborative proposal is from an institution in Virginia, the proposal would be submitted to the South Hub (no matter the locations of other collaborators). However, if a proposer's expertise, interest, and project scope align strongly with the regional priorities of another BD Hub, the proposer may collaborate with that BD Hub.

MIDWEST: This region includes Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, and Wisconsin.

NORTHEAST: This region includes Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont.

SOUTH: This region includes Alabama, Arkansas, Delaware, District of Columbia, Florida, Georgia, Kentucky, Louisiana, Maryland, Mississippi, North Carolina, Oklahoma, South Carolina, Tennessee, Texas, Virginia, and West Virginia.

WEST: This region includes Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, and Wyoming.

2. To request a Letter of Collaboration from the Northeast Big Data Hub, fill out the following form on this page. Additional guidance is provided at <http://nebigdatahub.org/bd-spokes-guidelines/>

3. Submissions will be reviewed on a rolling basis. Hub reviews will focus on “fit and feasibility.” That is, we will consider how a given project aligns with the Hub's priorities and/or thematic or priority areas in our region, and how feasible the proposed coordination with the Hub is based on availability of resources. NSF priority areas listed in the Solicitation are certainly welcome, but not limiting in the scope of projects that will be considered. In other words, all current Hub Spoke and Ring areas and suggestions for projects in new areas will also be welcome.

Additional details about the Letter of Collaboration submission process will be detailed on the Hubs' websites. Please let us know if you have any questions!

Website: <nebigdatahub.org>

Contact person: Katie Naum, [ken2115@columbia.edu](mailto:ken2115@columbia.edu)

**Section 1: Submission Information**

1. **Draft Title of Proposal**:

2. **Lead PI**:

3. **Lead PI Institution**:

4. **Contact email for this submission**:

**Section 2: Personnel**

5**. Personnel 1**:

* Personnel Name
* Institution/Organization
* Role (Other PI, Co-PI, or Senior Personnel)
* State

6. **Personnel 2**:

* Personnel Name
* Institution/Organization
* Role (Other PI, Co-PI, or Senior Personnel)
* State

7. **Personnel 3**:

* Personnel Name
* Institution/Organization
* Role (Other PI, Co-PI, or Senior Personnel)
* State

8. **Personnel 4**:

* Personnel Name
* Institution/Organization
* Role (Other PI, Co-PI, or Senior Personnel)
* State

9. **Please provide the requested information from questions 5-8 for any additional personnel on this proposal**:

**Section 3: Collaborators**

10. **Collaborator 1**

* Collaborator Name
* Institution/Organization
* Sector (Academia, Industry, Government or Non-Profit) State
* Contribution

11. **Collaborator 2**

* Collaborator Name
* Institution/Organization
* Sector (Academia, Industry, Government or Non-Profit) State
* Contribution

12. **Collaborator 3**

* Collaborator Name
* Institution/Organization
* Sector (Academia, Industry, Government or Non-Profit) State
* Contribution

13. **Collaborator 4**

* Collaborator Name
* Institution/Organization
* Sector (Academia, Industry, Government or Non-Profit) State
* Contribution

14. **Collaborator 5**

* Collaborator Name
* Institution/Organization
* Sector (Academia, Industry, Government or Non-Profit) State
* Contribution

15. **Please provide the requested information from questions 10-14 for any additional collaborators on this proposal**:

**Section 4: Proposal Details**

16. **Indicate all of the priority areas from NSF and/or the Northeast Big Data Hub that are relevant to this proposal, specifically. Please review brief descriptions of NSF and Hubs priority areas here: http:// nebigdatahub.org/nsf-bdhubs-priority-areas**

**Request for Letters of Collaboration may be submitted for projects in (a) any of the Hub's priority areas, (b) NSF priority areas, and/or (c) other (please specify).**

* NSF: Education
* NSF: Data Intensive Research in the Social, Behavioral, and Economic Sciences
* NSF: Data-driven Research in Chemistry
* NSF: Neuroscience
* NSF: Data Analytics for Security
* NSF: Replicability and Reproducibility in Data Science
* Northeast: Cities & Regions
* Northeast: Data Literacy
* Northeast: Data Sharing
* Northeast: Discovery Science
* Northeast: Education
* Northeast: Energy
* Northeast: Ethics
* Northeast: Finance
* Northeast: Health
* Northeast: Privacy & Security
* Other (please specify)

17. **If your proposal is related to a currently-funded project in any of the Hubs, please explain how it is complementary to that project. A list of current NSF- funded Spoke projects may be found at <bit.ly/fundedBDSpokes>.**

18. **Are you requesting a small or medium Spoke project?**

Each SMALL project will be funded at $100,000 to $500,000 total for up to three years, subject to the availability of funds.

Each MEDIUM project will be funded at $500,001 to $1,000,000 total for up to three years, subject to the availability of funds.

* Small
* Medium

19. **Summary of your proposal (maximum 3000 characters)**:

20. **Broader impact for this project (maximum 1000 characters):**

21. **Do you have a workforce development or education component to your proposal? Please describe. (maximum 500 characters)** :

22. **Types of services requested from the Hub**:

* Community connections/informal expertise
* Assistance with identifying partners (e.g., companies, universities, government agencies, non-profit organizations)
* Assistance with identifying resources (e.g., data sets, data storage/computer technical expertise, other)
* Outreach or dissemination of information about your research, events and collaboration activities
* Facilitate data deposit or data sharing
* Co-hosting workshops/events
* Other (please specify)

23. **Proposed collaboration opportunities with the Hub. (maximum 1000 characters):**

All proposed collaboration opportunities responses should include the following sentence: If funded, we will provide the Hub a copy of the full submitted proposal to assist with matchmaking and with synergies across Spoke areas.

24. **Timeline/milestones for this project**: