



National Aeronautics and  
Space Administration  
Washington, DC 20546

## Grant Notice

GN 23-01

February 14, 2023

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### FY 2023 Proposer's Guide Publication

**PURPOSE:** The purpose of this Grant Notice (GN) is to inform the public, potential grant applicants, and the NASA grants community that the Office of Procurement (OP), Procurement Management and Policy Division, Grants Policy and Compliance (GPC) has issued a revised version of the *Proposer's Guide*.

**BACKGROUND:** The Proposer's Guide is NASA's definitive guide for applying for NASA grants and cooperative agreements. The Proposer's Guide provides background on NASA program offices that provide grant funding, registration processes, application systems, and other requirements for applying for grant funding from NASA. The Proposer's Guide provides a centralized location for all pre-award resources; and delivers a concise and practical guide for the those interested in applying for and receiving grants from NASA program offices.

The fiscal year (FY) 2023 Proposer's Guide consolidates two previous guides into one comprehensive document: the Guidebook for Proposers Applying to a Notice of Funding Opportunity and the Guidebook for Unsolicited Proposals. The revisions were made in response to feedback from the NASA grants community and to ensure a streamlined communications approach to those interested in NASA grants and cooperative agreements. Appendix A describes the major revisions that were made to this iteration of the Proposer's Guide.

The revised Proposer's Guide will apply to all Notices of Funding Opportunity released issued on or after the effective date of this GN. This GN and the revised Proposer's Guide will be made publicly available on the Grants Policy and Compliance [website](#).

**EFFECTIVE DATE:** This GN and the revised Proposer's Guide are effective on February 28, 2023 and will remain in effect until the Guide is revised or amended.

**REGULATION OR TERM AND CONDITION CHANGES:** None.

#### HEADQUARTERS CONTACT:

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## Appendix A: FY 2023 Proposer’s Guide Key Changes

Section	Topic	Description of Revisions and Edits
Various	GPC transition to OP	References to certain positions and organizations within the Office of the Chief Financial Officer have been updated to reflect GPC's transition to OP, Procurement Management & Policy Division.
Overview of NASA Systems and Key Terms and Resources	Background Information	In order for new proposers to have a common understanding of NASA grants systems and key terms, new sections were added to the Proposer’s Guide to provide useful background for potential proposers. Sections were added in the beginning to introduce helpful documents, websites, and provide an overview of NASA’s grant and cooperative agreement landscape.
Overview of Proposal	Required Parts of Proposal, Data Management Plan	The Data Management Plan information was moved from the Proposal Cover Page required information. Most NASA programs do not include this on the Proposal Cover Page. While still required as an application element, applicants are advised to follow NSPIRES and Notice of Funding Opportunity instructions on where to include the Data Management Plan.
Flight Activities	Points of Contact	Points of contact for flight activities at NASA have been updated in this section of the Proposer’s Guide.
NSPIRES and SAM Registration Requirements	SAM Registration	References to the former Duns and Bradstreet Universal Numbering System (DUNS) have been removed and now references the Unique Entity Identifier, which is obtained by registering in SAM.gov.
Award Notification	Award Notification	GPC clarified that awards are made through NASA Form (NF) 1687.

Statements of General Policy	Freedom of Information Act (FOIA)	FOIA general rules and regulations are included to increase awareness of the laws surrounding FOIA.
Statements of General Policy	Pubspace	Included information on public access to publications funded by NASA grants and cooperative agreements.
Unsolicited Proposal Guidance	Unsolicited Proposals	GPC has combined the Guidebook for Proposals Responding to a Notice of Funding Opportunity with the Unsolicited Guidebook into one comprehensive document to streamline grant instructions for those interested in NASA grants and cooperative agreements.