**2025 ALCC Collaborator Table Template**

**Instructions:**

This template is provided to simplify submitting a table listing collaborators for all individuals listed as senior/key personnel on the proposal. This information is used to manage reviewer selection.

***Please note that the submission format is PDF.***

Please adhere to the following:

* The Senior-Key Personnel table should list all senior/key personnel on the proposal, including the principal investigator, and their affiliations in the last 12 months.
* The Collaborators table should include all graduate and postdoctoral advisors of the senior/key personnel; graduate students and postdoctoral associates who have been supervised by the senior/key personnel (advisees); collaborators, co-authors or co-editors over the past 48 months; and any other current close associations of the senior/key personnel.
* For collaborations or author lists with more than 10 members list only those collaborators or co-authors with whom the senior/key personnel have interacted on a regular basis while the research was being done.
* For the Nature of Relationship column, list the first relationship that applies using the order listed: personal/family/business relationship > advisor > advisee > collaborator > co-author > co-editor.
* Exclude collaborators from any of the institutions listed in the Senior/Key Personnel Table as they are conflicted.
* List the full institution name (no abbreviations). Do not include departmental affiliations.
* If an individual has a joint appointment, separate the institutions with a “/” (i.e. “Univ of X / National Lab Y”).
* For the Last Active column, list the four-digit year (e.g. 2012) of the last interaction or publication.
* Please exclude the “Instructions” page from your submission.
* For formatting convenience and examples, please see the [excel template](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fscience.osti.gov%2F-%2Fmedia%2Fgrants%2Fexcel%2FCollaborator_Template.xlsx&data=05%7C02%7CJulie.Webber%40orau.org%7C031a1e49cbd24791e2a508dce6eac0d4%7C64c12663ddf34823aa6836a6247905ab%7C1%7C0%7C638639143156287457%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=d%2FkRtEaxvq6TvJYgwXmbj63oA%2B7ht4DCzxfUqGI3T6Q%3D&reserved=0) (though please note that the submission format is ***PDF***)

**Senior-Key Personnel**

|  |  |  |  |
| --- | --- | --- | --- |
| **PI or Senior/Key Person** | |  |  |
| **Last (Family) Name** | **First (Given) Name** | **ORCiD ID (optional)** | **Institution (Full Name)** |
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**Collaborators**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **PI or Senior/Key Person** | | **Collaborator Table - Institution Name (Last (Family) Name, First (Given) Name)** | | | | | |
| **Last (Family) Name** | **First (Given) Name** | **Last (Family) Name** | **First (Given) Name** | **ORCiD ID (optional)** | **Institution (Full Name)** | **Nature of Relationship** | **Last Active  (4-digit Year)** |
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