## EVALUATION CHECKLIST

<table>
<thead>
<tr>
<th>CRITERIA</th>
<th>YES/NO</th>
<th>POINTS</th>
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### ELIGIBILITY

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<tbody>
<tr>
<td>Does the project fall under the committee guidelines as an allowable activity? <strong>Y or N</strong></td>
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<tr>
<td>Has the applicant submitted all due final reports? (Information provided by R&amp;G) <strong>Y or N</strong></td>
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<tr>
<td>Is the proposal a continuation of previously funded research or a request for an extension? <strong>Y or N</strong></td>
<td>If so, is it adequately justified? <strong>Y or N</strong></td>
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### EVALUATION CRITERIA

#### I. Conceptual

Potential for producing a scholarly or creative product is evident and well articulated

0 to 15 points

#### II. Formal Presentation

Cover sheet. Are required signatures present?
Introduction.
Background. Does the proposal include an existing literature list or a review of previous work?
Significance. Will the project complement existing knowledge? Does the proposal include a description of research plans and explain how this project ties in to those plans?
Methodology.
- Is the role of the principal investigator and/or GA clearly delineated?
- If human or animal subjects are being used, is the appropriate application attached?
- If questionnaires or surveys are being used, are copies attached?
- Is the process for conducting the project clearly delineated?
- Is the timetable for accomplishing specific tasks included?
Expected Outcomes. Will this project lead to publication, or result in a creative or artistic product? Will this project provide useful background information that will strengthen a proposal for external funding?
Literature cited.
Budget. Are the budget items allowable and clearly itemized? **If a deferred funding cycle is requested, is it clearly justified?**
Vita. Does the vita include a list of previous support by the committee and publications/outcomes resulting?

0 to 20 points

#### III. Vision for Post Award

Does the applicant demonstrate knowledge of potential funding sources in his/her discipline, if applicable?
Does proposal include information on how applicant plans to pursue future external funding or additional research and creative opportunities?

0 to 10 points

**Sum of I, II, and III (45 maximum)**

### Prior support

- **Has not received prior support** - 5 points
- **Fewer than three funded projects** - 2 points
- **Three or more funded projects** - 0 points

If prior support has been received: (points are NOT per proposal/grant)

- Evidence of proposal/s submitted for external support or explanation for why external funds were not sought - 1 point
- Grant/s received as a result of prior support - 2 points

**Subtotal (5 maximum)**

### Overall comments:

Total (50 maximum)