

FSU Council on Research and Creativity

Criteria for Judging Planning Grant Proposals

Reviewer Criteria:

Below are the criteria each member of the CRC Planning Grant (PG) Review Committee will use to assist them in (a) critiquing a proposal, (b) providing useful feedback to the PI, and (c) determining an overall score for the proposal.

- 1. Project/issue and goals:** Is the project/issue the project will address important/significant in the PI's area of research? Are the goals/objectives of the project clear?
- 2. Research methods/creative activities:** Are the research methods and/or creative activities appropriate in light of the goals/objectives of the project?
- 3. Significance of intended outcomes:** Are the intended project outcomes of potential importance/significance?
- 4. Anticipated external funding:** Is it likely that the proposed research or creative activity will enhance the prospects for external funding? Do the plans for seeking external funding seem reasonable?
- 5. Schedule of project activities:** Does the schedule of project activities seem realistic?
- 6. Budget:** In light of the project goals/objectives and the proposed research methods/creative activities, does the project budget seem reasonable?
- 7. Department/College support:** If the PI's department and/or college will be providing any special or non-routine support for the project, is it likely that such support will contribute to the success of the project?
- 8. Professional obligations:** Are the PI's other professional obligations during the award period likely to interfere with the PI's ability to successfully complete the project?
- 9. Clarity of the proposal text:** Is each section of the proposal text written in clear, concise language, so that reviewers from any discipline will be able to understand it?

Program Coordinator Criteria:

Below are the criteria the CRC Program Coordinator will use to review each proposal. If any of these criteria are not met, the proposal will not be reviewed by

the CRC Planning Grant Review Committee and will not be eligible for funding. Reviewers will not need to review the following items:

1. Is the PI eligible to apply for a CRC Planning Grant?
 - a. Has the PI received a PG in the past two years?
 - b. Does the PI have a well-funded research program?

2. Has the PI correctly completed all of the required forms?
 - a. Has the **Proposal Transmittal** been properly completed? Is there a list of Co-PIs and departments, if applicable?
 - b. Is the length of the **abstract** no more than 250 words?
 - c. Does the **Proposal text** include all of the required sections? Is each section properly titled and numbered? Is the length of the proposal text no more than 8 pages (not counting references and appendices)?
 - d. Have any specialized **Research Compliance Forms** been uploaded as required? Human or animal subjects, DNA, RNA, hazardous materials, or marine lab facilities, for example: human subjects, animal research information, Environmental Health & Safety, or SRA forms or other compliance requirements that may apply to research or performance plans.
 - e. Has the **Past, Current and Pending Grants** been properly completed?
 - f. Has the **Proposal Budget** been properly completed? Is the proposed use of the award funds acceptable in light of the funding rules for this grant program?
 - g. Has the **Curriculum Vita** been properly completed?

3. Did the PI submit the proposal in time to meet the submission deadline?