

## FSU Council on Research and Creativity

### Criteria for Judging COFRS Grant Proposals

#### Initial Screening Criteria

These criteria are intended to be employed by the CRC Program Coordinator or a surrogate. If any of these criteria are not met, the proposal will not be reviewed by the CRC COFRS Grant Review Committee and will not be eligible for funding.

1. Is the PI eligible to apply for a CRC COFRS Grant?
2. Has the PI correctly completed all of the required forms?
  - a. Has the **Proposal Transmittal Form** been properly completed?
  - 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. Has the **Support Document Form** been properly completed?
  - e. Has the **Proposal Budget Form** been properly completed? Is the proposed use of the award funds acceptable in light of the funding rules for this grant program?
  - f. Has the **Curriculum Vita Form** been properly completed?
3. Did the PI submit the proposal in time to meet the submission deadline?

#### Substantive Criteria

These criteria are intended to be employed by each member the CRC COFRS Grant Review Committee. The criteria are designed 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. **Problem/issue and goals:** Is the problem/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. **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? How clearly does the applicant explain the relation of current and proposed funding for the period?
8. **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?