

## FSU COUNCIL ON RESEARCH AND CREATIVITY

### Criteria for Judging Planning Grant Proposals

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#### -- 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.

*\*\*Keep in mind that each section of the proposal text should be written in clear, concise language so that reviewers from any discipline will be able to understand what is being stated.\*\**

- **Project/Issue and Goals:**
  - Is the issue the project will address important/significant in the PI's area of research?
  - Are the goals/objectives of the project clear?
- **Research Methods/Creative Activities:**
  - Are the research methods and/or creative activities appropriate in light of the goals/objectives of the project?
- **Significance of Intended Outcomes:**
  - Are the intended project outcomes of potential importance/significance?
- **Anticipated External Funding:**
  - Is it likely that the proposed research or creative activity will enhance the prospects for external funding?
  - Does the plan for seeking external funding seem reasonable?
- **Schedule of Project Activities:**
  - Does the schedule of project activities seem realistic?
- **Budget:**
  - In reference to the Project Goals/Objectives and the Proposed Research Methods/Creative Activities, does the project budget seem reasonable?
  - Are the supplies/materials, travel, and/or other budgeted items clearly detailed and appropriate for the work proposed?
- **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?
- **Professional Obligations:**
  - Are the PI's other professional obligations during the award period likely to interfere with the his/her ability to successfully complete the project?
  - Does the PI clearly explain any existing or proposed funding that would overlap with this award period?

## -- 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. The CRC PG Review Committee will not need to review the following items:

- **Eligibility**
  - Is the PI eligible to apply for a CRC Planning Grant?
  - Has the PI received a PG in the past two years?
  - Does the PI have a well-funded research program?
  
- **Proposal Submission**
  - Has the PI correctly completed all of the required forms?
  - Was the Proposal Transmittal form properly completed within the portal? Have the Co-PI(s), if any, and their departments been indicated in the portal?
  - 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)?
  - Have any specialized Research Compliance Forms (animal or Human Subjects, conflict of interest, hazardous materials, etc.) been uploaded as required?
  - Has the Past, Current, and Pending Grants section of the portal been properly completed?
  - 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?
  - Have the Curricula Vitae for the PI and Co-PI(s) been properly completed?
  - Did the PI submit the proposal in time to meet the submission deadline? Did the Chair(s) and Dean(s) approve the proposal by their approval deadline?