

Limited Submission Scoring Matrix

American Honda Foundation Grant Program

Principal Investigator(s):

BACKGROUND & INSTRUCTIONS

A “limited submission” refers to a grant program that places a limitation on the number of proposal applications a single eligible entity can submit each cycle. The University of Texas at San Antonio (UTSA) has a process in place to allow for an internal competition among interested PIs to determine which application(s) will move forward. Once a limited submission opportunity is identified, an internal call for pre-proposals is sent out to potential PIs. Those interested in being considered for full submission are required to submit a pre-proposal by a specified date. If more applications are received than the institution is allowed to submit to the sponsor, the applications are moved forward to a peer review process in order to make final selection(s).

That peer review process is what you are taking part in now. While we do want you to be aware that the proposals you review here are *not* finalized and will be expanded before they are submitted to the sponsor, we ask that you be as critical in your review as you would be if these applications were moving forward to a sponsor now. We are especially interested in your feedback on weaknesses of the applications and where improvements can be made either before they move forward through submission to this program or others.

If you are reviewing more than one application for this same program, we ask that you use the applications as a reference for one another in your scoring, knowing that the pool will be ranked based on scores received to determine which move(s) forward to the sponsor.

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SCORING

Selection of applications to be submitted to the American Honda Foundation Grant Program will be based on a 5-point scoring scale for criteria given below.

No. of applications allowed per institution this cycle: 1

- Ratings should be given in whole numbers (no decimals).
- Reviewers should consider not only the relative number of strengths and weaknesses, but also the importance of these strengths and weaknesses to the criteria or to the overall impact when determining a score.
 - For example, a major strength may outweigh many minor and correctable weaknesses

Minor weakness: easily addressable weakness, does not substantially lessen impact

Moderate weakness: lessens impact

Major weakness: Severely limits impact

SCORING RUBRIC

Score	Description
1	Inadequate – No evidence or information provided
2	Weak – Minimal evidence; limited potential; vague; weak concepts; limited likelihood of success; limited in innovative thinking; lacks sufficient information
3	Marginal – Some evidence; partially developed concepts; some potential for effectiveness and success; some inconsistencies; needs work; some innovation present; requires additional information/clarification
4	Good – Convincing concepts with enough examples of evidence to indicate a good chance for success; clear and complete; innovative
5	Exemplary – Excellent concepts; exceptional evidence; well-thought out with an extremely high likelihood of success; exemplary; highly innovative

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SCORED REVIEW CRITERIA

Please consider each of the review criteria below in the determination of merit, and give a separate score for each, based on the rubric above.

Below, please summarize the factors that informed your individual criteria scores:

1. Executive Summary and Planned Activities

How well do the proposed activities align with the aims of this program to fund organizations with a well-defined sense of purpose, demonstrated commitment to making the best use of available resources and a reputation for accomplishing their objectives?

Strengths: Click here to enter text.

Weaknesses: Click here to enter text.

2. Recruitment

Is there a clear recruitment plan to attract participants to this program?

Strengths: Click here to enter text.

Weaknesses: Click here to enter text.

3. Long-term Goals

Has the applicant clearly outlined the general, long-term goals of the proposed program?

Strengths: Click here to enter text.

Weaknesses: Click here to enter text.

4. Short-term Goals

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Recognizing that long-term measures may not be completed by the end of the grant period, has the applicant provided short-term, measurable benefits, outcomes or impacts? (These will be used to compare and evaluate actual results at the end of the grant period.)

Strengths: Click here to enter text.

Weaknesses: Click here to enter text.

5. **Evaluation**

Are strong data collection and evaluation procedures already in place or planned for the project?

Strengths: Click here to enter text.

Weaknesses: Click here to enter text.

6. **Program Growth**

Are there clear plans outlined for the growth of this program?

Strengths: Click here to enter text.

Weaknesses: Click here to enter text.

7. **Past Results (if applicable)**

If applicable, is a clear description of past results included, and do they show promise for the continued success of this program?

Strengths: Click here to enter text.

Weaknesses: Click here to enter text.

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ADDITIONAL COMMENTS TO APPLICANT

Reviewers may provide guidance to the applicant or recommend against submission without fundamental revision.

Additional Comments to Applicants (Optional)
Click here to enter text.

Evaluation Scores

Criteria	Your Score
1. Executive Summary and Planned Activities	
2. Recruitment	
3. Long-term Goals	
4. Short-term Goals	
5. Evaluation	
6. Program Growth	
7. Past Results <i>(if applicable – if not applicable, do not score)</i>	