

Limited Submission Review Instructions & Scoring Matrix

NEA Art Works

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 (ranging from one to five pages, depending on the type of program and sponsor) 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 **NEA Art Works** will be based on a 5-point scoring scale for criteria given below. Scores for each criteria will then be weighted based on program specifications.

No. of applications allowed per institution this cycle: 1

- Ratings should be given in whole numbers (not 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	Poor – No evidence or information provided
2	Fair – Minimal evidence; limited potential; vague; weak concepts; limited likelihood of success; limited in innovative thinking; lacks sufficient information
3	Good – Some evidence; partially developed concepts; some potential for effectiveness and success; some inconsistencies; needs work; some innovation present; requires additional information/clarification
4	Very Good – Convincing concepts with enough examples of evidence to indicate a good chance for success; clear and complete; innovative
5	Excellent – Excellent concepts; exceptional evidence; well-thought out with an extremely high likelihood of success; exemplary; highly innovative

Borrowed from State of Ohio's Straight A Fund Application Scoring & Evaluation Process, Criteria & Rubrics.

SCORED REVIEW CRITERIA

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Reviewers should consider each of the review criteria below and give a separate score for each. Note – additional solicitation specific review criteria have been incorporated into the criteria below.

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

1. Artistic Excellence

Quality of the artists, arts organizations, arts education providers, works of art, or services that the project will involve, as appropriate. Artistic significance of the project.

Strengths: Click here to enter text.

Weaknesses: Click here to enter text.

2. Artistic Merit

Potential to celebrate America's creativity and cultural heritage, invite mutual respect for differing beliefs and values, or enrich humanity.

Strengths: Click here to enter text.

Weaknesses: Click here to enter text.

3. Project Importance

Importance of the project to the artistic field, artists, audience, community, and/or constituency.

Strengths: Click here to enter text.

Weaknesses: Click here to enter text.

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4. Project Appropriateness

Appropriateness of the project to the organization's mission, audience, community, and/or constituency. Appropriateness of any proposed performance measurements. This includes, where relevant, measures to assess student and/or teacher learning in arts education.

Strengths: Click here to enter text.

Weaknesses: Click here to enter text.

5. Project Planning

Plans for documentation and dissemination of the project results, as appropriate. Ability to carry out the project based on such factors as the quality and clarity of the project goals and design, the resources involved, and the qualifications of the project's personnel.

Strengths: Click here to enter text.

Weaknesses: Click here to enter text.

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.

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EVALUTATION SCORES

Criteria	Your Score
1. Artistic Excellence	
2. Artistic Merit	
3. Project Importance	
4. Project Appropriateness	
5. Project Planning	
TOTAL SCORE	