

Limited Submission Review Instructions & Scoring Matrix

NEH Summer Stipends 2020

Principal Investigator(s):

BACKGROUND & INSTRUCTIONS FOR REVIEWERS

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.

A final reminder for foreign nationals before you proceed:

We want to ensure that you are eligible to receive compensation for this service. Visa type determines your eligibility for honoraria. Most common visa types eligible for honoraria: B-1, B-2, F-1 (with approval from current school/employer and additional documentation provided), J-2, WB-WT. Any visa holders not eligible for honoraria pay outside of their employing organization may NOT be eligible for payment from UTSA. Further guidance from UTSA on allowable reimbursements for most frequently used visas can be found here:

<https://international.utsa.edu/visas/guide-to-most-used-visas/index.html>. If you believe you may not be eligible for honoraria, please notify ORAU staff immediately.

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SCORING

Selection of applications to be submitted to the NEH Summer Stipends Program will be based on a 5-point scoring scale for criteria given below.

No. of applications allowed per institution this cycle: **2**

- 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.

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SCORED REVIEW CRITERIA

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 review criteria below.

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

<p>1. Significance The intellectual significance of the proposed project, including its value to humanities scholars, general audiences, or both.</p>
<p>Strengths: Click here to enter text.</p> <p>Weaknesses: Click here to enter text.</p>
<p>2. Quality of Applicant The quality or promise of quality of the applicant as an interpreter of the humanities.</p>
<p>Strengths: Click here to enter text.</p> <p>Weaknesses: Click here to enter text.</p>
<p>3. Quality of Project The quality of the conception, definition, organization, and description of the project and the applicant's clarity of expression.</p>
<p>Strengths: Click here to enter text.</p> <p>Weaknesses: Click here to enter text.</p>
<p>4. Feasibility of Project The feasibility of the proposed plan of work, including, when appropriate, the soundness of the dissemination and access plans.</p>
<p>Strengths: Click here to enter text.</p>

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Weaknesses: Click here to enter text.
5. Likelihood of Completion The likelihood that the applicant will complete the project (not necessarily during the period of performance), including, when relevant, the soundness of the dissemination and access plans.
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.

EVALUTATION SCORES

Criteria	Your Score
1. Significance	
2. Quality of Applicant	
3. Quality of Project	
4. Feasibility of Project	
5. Likelihood of Completion	
TOTAL SCORE	