

RCAF/JFSRP REVIEWER EVALUATION FORM

Name:	Department:
Project Title:	
	Points Awarded
Abstract (10 points) Provide a summary statement that covers 1) the main point of the project; 2) the problem you intend to solve or question you intend to answer; 3) relevant background; 4) expected methodologies; and 5) intended contributions to the discipline. (200 words)	
Purpose/Goal of Project (10 points) In a brief opening paragraph, clearly state the purpose and goals of your project—what do you intend to accomplish and/ produce from this work?	
Background, Significance and References (20 points) 1) Provide an adequate review of pertinent previous work or literature to define how your project fits into the current state of research, knowledge or artistry. 2) Explain why the project is needed. For example, will it demonstrate a novel approach or new techniques, explore previously unknown source material, fill a major gap in the knowledge base of your discipline, and/or make substantive contributions to or advance the field of study or area of artistry. 3) Provide references/bibliography using a format appropriate for your discipline. Include a list of all references cited in the application and any additional key sources that have informed your main argument.	
Method/Approach (20 points) What means, procedures, techniques will you use to accomplish your goals (e.g. experimental method, archival data collection, interpretive reading, interviews, surveys, comparative method etc.)? For whatever method you employ, justify your method and explain in detail how you will conduct your investigation or creative activity. Explain how the proposed approach is expected to lead to achievement of your goals and the products you expect to result from the work. Important: If your work involves animals or human subjects, address the ethical and regulatory issues related to your project. If relevant, do you have IRB and/or IACUC approval?	
Professional Development (10 points) Describe how this project will contribute to your scholarship and/or artistic development. Will the project enable you to competitively seek external funding to support future work? What is the potential for publication, exhibition, presentation, performance and/or other appropriate scholarly product or creation? Are there specific professional outcomes that you hope to achieve by accomplishing this work?	
Record of Scholarly/Artistic Activities (10 points) Provide a record of your scholarly activities (publications, presentations, performances, exhibitions, external funding) for the previous three to five years. Reviewers expect to see a history of active engagement in artistry, scholarship and/or evidence that experience sufficient for accomplishing this project, whether as a continuation of your current line of inquiry or as a new line of inquiry. If you have had prior RCAF/JFSRP support in the past five years, does this proposal tie into that earlier support or is it independent of previously supported projects? If so, how? (NOTE: If you have not had any prior RCAF/JFSRP support, please also state that. It will not count against you in the scoring.)	
Budget and Budget Justification (10 points) Your budget should be clearly described. Each area of expenditure should be described. If pricing seems out of the ordinary, please explain. Each area of expenditure should clearly relate to the proposed activities and be clearly necessary to those activities. The estimated costs should be reasonable. See RCAF/JFSRP Budget Form.	
Holistic Assessment (10 points) A holistic evaluation includes additional considerations such as: whether or not work proposed can be reasonably accomplished originality and innovation, accesses unique or understudied populations, and/or represents area of scholarship for which funding is rare.	
Quality & Editing (5 points) The proposal should be free of typographical and spelling errors and written for a general academic audience. Proposal should be coherent.	
Extra Points (10 points) New faculty in their first or second year of appointment <u>and</u> who have not yet received a TCU RCAF/JFSRP award are granted 10 extra points on their overall score.	
Appendices (Optional) You may provide up to three appendices of pertinent supporting materials. These materials should clarify important aspects of the work, but not duplicate the narrative. They should not be used to circumvent length restrictions on the proposal. Examples of appendices would be such things as explanation of survey instruments in methods section, letters of collaboration from co-investigators, budget justifications, copies of catalog pages or vendor bids for high-cost items in your budget, and such.	
Maximum Points 115	Total Points Awarded