Research Proposal Evaluation and Process Flowchart

Start here

→ Follow these steps for all proposals

‑ ‑ → Follow these steps after a proposal is declined

EVALUATE IDEAS

Are ideas:

a) Innovative/Transformative? (Intellectual Merit)

b) Important/Significant? (Broader Impacts)

c) Timely/Ripe?

d) Feasible/Measurable?

EVALUATE RESEARCHER OR TEAM

PI or Team capacity:

a) Education

b) Expertise

c) Training

d) Pilot work or preliminary data

e) Publications

f) Access (subjects or data)

g) Partners, collaborators, connections

FUNDING SEARCH
(Ex: Pivot; agency websites; funding bulletins)

Evaluate your fit with agency mission, strategic plan, priorities, timeline

Resources:

a) Solicitations (past and present)

b) Agency websites and documents

c) Funded project abstract database

d) Webinars

e) Program officer input

f) Past PI input

g) Other funded proposals, if available

PROPOSAL PREPARATION (90 days)

a) Thoroughly read, understand, and follow guidelines/ solicitation

b) Provide all compliant documents and information

c) Draft budget with all requests justified, allocable to the project, and allowable by the agency

d) Follow all merit criteria

e) Draft multiple iterations of your project description, using the solicitation as a template

f) Get feedback from multiple sources, rewrite as needed

g) Leave time to obtain institutional clearances/reviews and other administrative tasks

h) **Submit by specified deadline**

Proposal review
(6 months or more)

Declined

Awarded