

		Comments:
<b>Quality of Proposal</b>		
<b>1. Significance and Merits</b>		
	• Goal of proposal	
	• Benefits to discipline & practice	
	• Plans for dissemination, publication or presentation	
<b>2. Methodology</b>		
	• Time frame of project	
	• Project statement	
	• Feasibility	
	• Use of resources and budget	
<b>3. Budget</b>		
	• Justification clearly worked out	
	• Departmental funding clearly unavailable	
	• Sufficient detail provided	
	• Allowable expenditures	
<b>4. Proposal Support</b>		
	• Internal letter (should speak to institutional benefit of project)	
	• External letter	
<b>5. Format</b>		
	• Non-technical language, easily understood by an educated layperson	
	• Adherence to required format	
	• Organization and clarity	
<b>Fundability</b>		
<b>1. External Funding</b>		
	• Degree and documentation of efforts to procure external funding (past and present)	
<b>2. Applicant's Qualifications</b>		
	• Productivity	
	• Experience	
	• Potential	
	• Relevance	
	• Recent Internal Funding	
	• Results of past Internal Funding	
<b>Recommend Funding?</b>		