**NMU Charles C. Spooner proposal evaluation form**

Members of the review committee will complete the following information for each internal NMU proposal submission:

**Title of project:**

|  |  |
| --- | --- |
| Student: | Signature on cover sheet:Y 🞎 N 🞎 |
| Discipline/Department: | Department head signature:Y 🞎 N 🞎 |
| College: | Dean signature:Y 🞎 N 🞎 |

**Eligibility:** Applicants must be currently enrolled as a full-time student in a degree program and have a cumulative grade point average of at least 3.0 for undergraduate and graduate students. Applicants must provide evidence of commitment from a faculty member to serve as project advisor and an endorsement of the project by the department. Students who have received Spooner funding during the previous 12-month period are not eligible. Students receiving a Spooner Research Grant must enroll for credit in a course **directly related to** the project such as Special Topics, Directed Study, or Thesis during the award period.

**Applicant eligible:** Y 🞎 N 🞎

|  |  |  |  |
| --- | --- | --- | --- |
| **Topic/Detail** | **Points received** | **Points possible** | **Comments** |
| 1. **Required proposal components—**Are all components present?
 |  | **(15 total)** |  |
| * Signed cover page
 |  | 2 |  |
| * Project abstract
 |  | 2 |  |
| * Project narrative (all components addressed)
 |  | 3 |  |
| * References Cited
 |  | 2 |  |
| * Budget and justification
 |  | 2 |  |
| * CVs (2 pages)
 |  | 2 |  |
| * Most recent transcript
 |  | 1 |  |
| * IRB/IACUC (if applicable)
 |  | 1 |  |
| 1. **Statement of purpose**
 |  | **(20 points)** |  |
| Is/are the research question(s) or creative project clearly defined with appropriate rationale? |  | 8 |  |
| Are the goals clearly stated and objectives measureable and achievable? |  | 6 |  |
| Is the scope of the question(s) or project manageable within the timeframe and context of the study? |  | 6 |  |
| 1. **Impact/Significance of project**
 |  | **(10 total)** |  |
| Does the project suggest a novel approach to addressing a problem/need? (Or have a direct contribution to the student’s area of study/educational track) |  | 10 |  |
| 1. **Background to the project**
 |  | **(10 points)** |  |
| Is the literature review included that offers historical context and/or appropriate overview of the issue to be explored? |  | 5 |  |
| Does the section provide convincing support for the purpose of the proposed project? |  | 5 |  |
| 1. **Methodology**
 |  | **(15 total)** |  |
| Are the project design/argument of the study, methods of data collection, and analysis feasible (given funding and timeline) and appropriate to the aims of the project? |  | 8 |  |
| Are the proposed methods delineated and the rationale for the methodology clearly stated and supported? |  | 4 |  |
| Are methods planned in conjunction with an appropriate timeline? |  | 3 |  |
| 1. **Description of final product**
 |  | **(15 total)** |  |
| Does the proposal include adequate description of anticipated tangible deliverable(s) (publishable report presentation at a professional meeting, creative work, or other activities appropriate to the discipline). |  | 8 |  |
| Is the proposed project described in such a way as to suggest deliverable(s) are achievable in the stated timeline? |  | 7 |  |
| 1. **Budget**
 |  | **(10 total)** |  |
| Is the budget detailed, reasonable and justified in relation to the project's proposed aims and activities? |  | 10 |  |
| **TOTAL POINTS** |  | **100** |  |

The Peter White Scholar will:

(1) engage in scholarly research and/or creative activities

(2) prepare one or more works for publication or presentation and

(3) develop applications for **external funding**.