SPONSORED RESEARCH PROPOSAL REVIEW CRITERIA   1 of 1

The table below details which proposal elements are reviewed by Sponsored Research(SR) and required for proposal submission and those which are not reviewed by SR.

Note: Any item marked "if applicable" should be included in the submission when the application requires this information (e.g. cost share documentation is needed if the application proposes any cost share).

REVIEWED

Record & Compliance

- Sponsor Solicitation Guidelines/Terms & Conditions
- PI Eligibility
- Agency Signature Page or System Access
- Statement of Work/Abstract
- Performance Sites
- Key Personnel (to determine COI)
- Regulatory Compliance (IRB, IACUC) marked as pending and *(if applcable)* IRB letter
- Cost Share documentation *(if applicable)*
- Invitation/Permission to submit *(if applicable)*

Personnel, Budget & Justification

- Proposed Effort is correct
- Consultants (letter required if not TBD)
- Participant Support Costs
- Equipment:
    - Confirm it meets agency/NU definition
    - If applicable, quotes for capital equipment if $200K or more
- All Direct Costs: for allowability as per sponsor guidelines
- Budget Calculations Confirmed:
    - Fringe, F&A rates, and base calculation
    - Total off-campus/Other rates
    - Total Direct Costs
    - Total Costs
- Justification: confirm standard statements used (e.g. NU/NMGVA appts., ANL & FERMI joint appointments, salary cap language

Subawards & Consortium Items

- Subrecipient commitment documentation
- LOI amount matches the NU budgeted amount
- Subaward Proposal included LOI, SOW, Budget, Justification, and *(if applicable)* IRB Approval Letter

EXCLUDED FROM REVIEW

Record & Compliance

- Multiple PI pan *(if applicable)*

Technical Proposal, Science & Research Strategy

- Introduction
- Specific Aims
- Human Subjects
- Vertebrate Animals
- Select Agents
- Research/Data Sharing Plan

Personnel, Budget & Justification

- Base Salary
- Tuition Costs and Tuition Remission
- Equipment: quotes for capital equipment if less than $200K
- Budget & Justification: confirm budget amounts match (justification)
  Note: Not reconciling the dollar values in the justification to the budget

Formatting & Other Inclusions

- Margins/Fonts
- Cover Letters
- Biosketches & CVs
- Other Support/Current & Pending Support
- Bibiliography & References
- Appendices
- Data Management and Sharing plans
- Safe and Inclusive Workplace plans
- Other sponsor or soliciation required letters unless related to institutional compliance

Subawards & Consortium Items

- Subaward Budget amounts that match Subwaward Detailed Budgets
- Other spsonsor or solicitation required letters or documents unless related to institutional compliance

The criteria are for the endorsement and submission of competing grant proposals ONLY and specifically exclude corporate/pharmaceutical funding and progress report (i.e. RPPR) submissions.