

**FACULTY RESEARCH AND CREATIVE ACTIVITY FELLOWSHIP
Evaluation Form**

Applicant's Name _____ Department _____ College _____

Project Title: _____

Funding Requested (if any): \$ _____ 100% FA ____ 100% WI ____ 50% FA/WI ____ Other ____

Score Evaluation Category _____

_____ ABSTRACT AND NARRATIVE (50 points)

- understandable, brief abstract and title
- project well conceived and organized
- need for the project
- significance of the project
- clearly stated goals and objectives
- methodology detailed and justified

Reviewer Comments

_____ TIMELINE/SCOPE AND BUDGET (15 points)

- timeline showing activities and milestones
- appropriate scope of work
- budget detail and justification

Reviewer Comments

OUTCOMES (10 points)

- collaborative relationships
- external funding
- patents or copyrights
- publications, artistic works, public exhibits, or performances
- learning opportunities for EMU students
- community service
- other special benefit (explain)

Reviewer Comments

CAPABILITY STATEMENT/CURRICULUM VITAE (15 points)

- active professional
- qualifications relevant to proposed project
- potential problem areas identified and resolved
- necessary infrastructure in place

Reviewer Comments

DEPARTMENT/COLLEGE EVALUATIONS (10 points)

- department committee
- department head
- college committee

Reviewer Comments

SUBTOTAL

DEDUCTION FOR VIOLATIONS OF FORMAL REQUIREMENTS (maximum 10 point deduction)

- submitted within the deadline
- contains all required elements
- title page/abstract + narrative do not exceed 10 pages
- double-spaced
- one side only
- 12-pt. font
- 1" margins
- separate page attached to CV listing internal/external awards pending or secured last 5 years

TOTAL

6/04