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NN/LM MAR Presentation/Professional Development Award Review Sheet

- Applicant Institution: _____
- Project Manager: _____
- Amount Requested: _____
- Reviewer: _____ Date: _____

Please refer to the Presentation/Professional Development Award announcement:
<http://nmlm.gov/mar/funding/profdev.html>

Read the proposal carefully and assign scores based on the following criteria:

TARGET POPULATION NEEDS ASSESSMENT

The application describes the target population, the target population's needs, and the rationale for what benefits the target population will gain from the activity. The application explains why the presentation at the conference is needed and how it will improve awareness and use of health information by health professionals.

35 points

ACTIVITY PLAN

The application describes how the activity will address the needs of the target population. The application fully describes the activity, including start/end dates (timeline), location, and personnel. The application provides a detailed budget with justifications for all costs. The activity plan is feasible and complete.

35 points

EVALUATION

The application describes how the activity will be evaluated. The application includes evaluation criteria to explain how activity objectives will be achieved. The evaluation component considers what is expected to be different once the activity is complete.

20 points

SUPPORTING DOCUMENTATION

The application documents experience and qualifications of key personnel, including resumes/curriculum vitae and, if applicable, letters of support from partner organizations.

10 points

Total Possible Points: 100

NN/LM MAR Awards

Please email or fax the review form to NN/LM MAR at mml@med.nyu.edu or 212.263.4258

_____ **TOTAL SCORE** (maximum 100 points)

An application with a score totaling less than 75 points will not be funded. Additionally, if the reviewer recommends NOT funding at all, please check here: _____

Comments for MAR Staff:

Please comment on the strengths and weaknesses of this application.

Questions for Applicant (will be collated and sent to applicant):

Please provide draft questions for applicants regarding the application. Are there areas that need to be clarified, questions that need to be answered, sections that need to be rewritten, or other concerns?