Proposal Review Services

Research Development proposal review services cover three primary aspects:

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<th>Conformance to Solicitation</th>
<th>Clarity of Presentation</th>
<th>Strength of Argument</th>
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The following specific questions are considered by Research Development Office specialists during the review process:

**Conformance to Solicitation**
- Does the proposal follow the general formatting requirements (e.g., margins, font size/type/color, page length)?
- Does the proposal include all components required by the sponsor and by UNH?
- Does each component address the relevant review criteria per the solicitation?
- If there are two sets of governing criteria (e.g., NSF’s Grant Proposal Guide and an NSF program-specific solicitation), does the proposal follow all general as well as program-specific requirements, while giving precedence to the appropriate guidance if there is a conflict?

**Clarity of Presentation**
- Does the overall presentation “respect the reader” (i.e., is the document organized in such a way that it is easy to read, and information easy to find)?
- Is the proposal free of misspellings, typos, and misused words?
- Is passive voice used sparingly, and only when necessary?
- Are abbreviations/acronyms defined at first use and consistently used thereafter?
- Is the word choice varied (e.g., “research” does not appear too frequently within a small space of text)?
- Within a paragraph, are different words used to start sentences (e.g., not every sentence starts with “The”)?
- Are complex sentences broken up effectively (i.e., no run-ons)?
- Does the document have a single “voice” throughout (especially when there are multiple collaborators/writers)?

**Strength of Argument**
- Is there a clear connection between the stated problem or knowledge gap, the proposed project, and the expected outcomes?
- Does this connection include multiple specific examples of how the project will address needs?
- If required, does the proposal clearly show why a specific funding opportunity is needed and how funds will be used in the project to achieve results?
- Likewise, for any smaller argument/justification within a larger proposal (e.g., NSF and Broader Impacts/ Intellectual Merit), does the proposal offer multiple examples of how the project will fulfill its primary (e.g., Research) and secondary (e.g., Broader Impacts) goals?

To take advantage of these services, contact: Michael.Thompson@unh.edu 862-5255