

Characteristics of a Good Grant Proposal – Review Checklist

1. The need for the proposed activities is clearly established, preferably with data.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. The most important ideas are highlighted and repeated in several places.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. The objectives are provided in detail.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. Collaboration is clearly demonstrated.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5. The commitment of all involved parties is evident, e.g. letters of commitment and sharing, etc.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6. The budget and proposed narrative are consistent.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
7. The use of money is clearly indicated in the proposal narrative as well as in the budget.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
8. All the major areas addressed in the guidelines and regulations are clearly addressed in the proposal.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
9. Letters of agreement from consultants state the services they will provide.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
10. All governmental procedures and forms have been signed and followed, i.e., civil rights compliance, lobbying conflicts, etc.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
11. Detail is provided for all sections where necessary.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
12. All directions in the proposal have been followed carefully.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
13. Appendices have been used appropriately for detailed and lengthy materials.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
14. The length is consistent with the proposal guidelines.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
15. The budget explanation fits with the budget narrative.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Comments:		

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