External Grant Reviewer Login and Evaluation Instructions

(Reviewer without University of Nebraska login credentials)

1. After clicking on the "Yes" link in your email to indicate your willingness to review, your web browser will take you to a screen like this:

Create a password (that your will remember!), confirm (retype) the password, and click on the 'Submit' button.

[We **strongly suggest** you save your email because you can use the "Yes" link to return to the proposal you are reviewing. After the first login, however, you also may enter the site by going directly to https://grants-awards.nebraska.edu/ and clicking on the "Sign In" green button on the right side under "External Reviewers, Applicants, and Recommenders." Enter your email address and the password created above to resume your review.]

2. After login you should come to a screen like this:

3. Under "Your Tasks" please click on the "Start" button under Actions to see if you need to respond to a nondisclosure agreement (NDA).

Reviewer Summary

If you have any questions about the review process, please contact Angela Dibbert (adibbert@nebraska.edu).

Your Tasks

TASK	STATUS	ACTIONS
UNIVERSITY of NEBRASKA EXTERNAL PROPOSAL REVIEWER NONDISCLOSURE AGREEMENT (2018)	INCOMPLETE	▶ Start

Nondisclosure Agreement:
   a. If an NDA has been requested by the PI - please read through the NDA form and select either "Agree" or "Do not accept for this submission."

NDA

  ○ Agree

  ○ Do not accept for this submission, notify Admin

Save & Continue Editing   Save & Exit

If you select "Agree" then please sign (with mouse or touchpad) and type in your title. When complete, click on "Save & Exit"

NDA

  ● Agree

  ○ Do not accept for this submission, notify Admin
  Clear

Signature
Sign with mouse or touchpad

_____

  Clear

Name
Angela External Dibbert

Title
Office Associate

Date
1/29/2018

Save & Continue Editing   Save & Exit

b. If the PI did not request that reviewers specifically sign an NDA, the text will indicate "NDA is not required to review this submission. Please complete this form to move forward to review."

UNIVERSITY of NEBRASKA EXTERNAL PROPOSAL REVIEWER NONDISCLOSURE AGREEMENT

NDA is not required to review this submission. Please complete this form to move forward to review.

Save & Continue Editing | Save & Exit

4. After completing the NDA step, your screen should look like this:

Reviewer Summary

If you have any questions about the review process, please contact Angela Dibbert (adibbert@nebraska.edu).

Your Tasks

TASK	STATUS	ACTIONS
UNIVERSITY of NEBRASKA EXTERNAL PROPOSAL REVIEWER NONDISCLOSURE AGREEMENT (2018)	COMPLETE	View Edit Delete

Summary | Rankings | Download ▾   Search...

Applicants to be Reviewed: 1

SUB-CATEGORY:	Status
-- All --	Show all

SUBMISSION		FACULTY GRANTS RUBRIC
☐ David GRANT-APPLICANT Jackson's application to System Science Faculty Grants (2017-2018 RFA)	📁	Click to complete

Download my rankings

[Number 5, below, is optional. For online viewing and scoring, go to step 6.]

5. If you wish to download the proposal as a PDF to review off-line, click on the download button and select from the options listed.

Summary | Rankings | Download ▾   Search...

↓ Download all submissions
↓ Download selected submissions

Applicants to be Reviewed

SUB-CATEGORY:	Status
-- All --	Show all

SUBMISSION		FACULTY GRANTS RUBRIC
☐ David GRANT-APPLICANT Jackson's application to System Science Faculty Grants (2017-2018 RFA)	📁	Click to complete

Download my rankings

6. **To input review notes and score:** Click on the submission (blue) title

Applicants to be Reviewed: 1

SUB-CATEGORY:
-- All --

Status
Show all

SUBMISSION	▲	FACULTY GRANTS RUBRIC ⇕
☐ David GRANT-APPLICANT Jackson's application to System Science Faculty Grants (2017-2018 RFA)	📁	Click to complete

Download my rankings

7. The proposal will appear on the left side of your screen, and the scoring rubric on the right:

System Science Application Title, PI/Co-PI and Abstract

Nebraska Last updated: 01/10/2018

1

Collaboration Initiative Proposal Cover Page
2017-2018 System Science RFA

Title
A System Science Grant Title Goes Here

Grant Type   Team Forming Grant (<=$150,000)

PI Contact Information

First Name:	David GRANT-APPLICANT
Last Name:	Jackson
Email:	davidsc███████
Phone:	402-4███████
Campus Affiliation:	UNL

Faculty Grants Rubric

Faculty Grants Reviewer Scoresheet

Please score the application on each of the listed criteria. To the extent appropriate, please make comments on each of the scoring criteria.

There is a maximum of 40 points that can be assigned to the application. Score each question using the dropdown score list.

Higher point values represent better alignment to the criteria listed.

The context for the review should be "...the potential for the team to ultimately receive extramural funding for the stated research questions(s)."

[A copy of the RFA can be downloaded via this link: 2017-2018 System Science RFA.]

Research Significance, Innovation and Impact (max. 10 points):

[This section is in reference to what the PIs would propose to an external funding agency.]

Does the application describe the significance of addressing the long-term research goals outlined (solves or addresses a scientific problem and/or helps meet an educational/societal need), identifies why the team's work plan represents a conceptual innovation and/or an innovative approach, and articulates how anticipated achievements will lead to a societal benefit/broader impact.

--- ▼

Comments on the long-term research goals:

8. To view the proposal materials – click on the drop-down list at the top of the left-side of the screen. This list will include the NDA page, the proposal title page, the project narrative, and budget pages.

System Science Application Title, PI/Co-PI and Abstract

Nebraska Last updated: 01/10/2018

1

Collaboration Initiative Proposal Cover Page
2017-2018 System Science RFA

Title
A System Science Grant Title Goes Here

Grant Type   Team Forming Grant (<=$150,000)

PI Contact Information

First Name:	David GRANT-APPLICANT
Last Name:	Jackson
Email:	david
Phone:	402
Campus Affiliation:	UNL

Faculty Grants Rubric

Faculty Grants Reviewer Scoresheet

Please score the application on each of the listed criteria. To the extent appropriate, please make comments on each of the scoring criteria.

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Comments on the long-term research goals:

9. To review the proposal, answer the question(s) on the right side of the screen (scroll down as needed). When finished, complete the evaluative summary and click on the "Submit" button. **Your review will be anonymously shared with PIs/Co-PIs. Please do not include identifying information within your review text.**

Evaluation Summary

○ Exemplary: Definitely fund
○ Very Good: Strongly consider for funding
○ Needs Improvement: Fund only if resources allow
○ Inadequate: Do not fund

Additional comments to PI/Co-PI:

Save & Continue Editing   Submit

10. To return to the "Reviewer Summary" screen, click "Return to summary" in the upper right-hand corner of the screen.

System Science Faculty Grants (2017-2018 RFA)   ⬇ Download   Return to summary

11. Once you have completed your review, your "Reviewer Summary" screen should look similar to the graphic below. Note that:
    a. You can edit your review by clicking on 'Edit' under faculty grants rubric
    b. You can download a PDF of your review by clicking on the 'Download' wording (or print by clicking on the 'Print' wording).
    c. You can delete/restart your review by clicking on the 'Delete' wording

    [After you complete your submission, we will manually remove the review from your list. Once we complete that step, you will no longer be able to access your review.]

Applicants to be Reviewed: 1

SUB-CATEGORY:	Status
-- All -- ▼	Show all ▼

SUBMISSION	▲		FACULTY GRANTS RUBRIC ⬍
☐ David GRANT-APPLICANT Jackson's application to System Science Faculty Grants (2017-2018 RFA)		📁	Your rank: **25.0** Edit | Download | Print

Download my rankings

12. If you would like to save a PDF of your ranking, you can click on the 'Download my rankings' button

Applicants to be Reviewed: 1

SUB-CATEGORY:	Status
-- All -- ▼	Show all ▼

SUBMISSION	▲		FACULTY GRANTS RUBRIC ⬍
☐ David GRANT-APPLICANT Jackson's application to System Science Faculty Grants (2017-2018 RFA)		📁	Your rank: **25.0** Edit | Download | Print

Download my rankings

13. After you are done with all reviews, please sign out by clicking on your name in the upper right hand corner and then click on 'Sign Out'

Return to Admin   🏠 Home   👤 David S. Jackson ▾

Reviewer Summary

If you have any questions about the review process, please contact Angela Dibbert (adibbert@nebraska.edu).

14. If you have any questions please contact Ms. Angela Dibbert at adibbert@nebraska.edu or 402.472.4994