

APTA Section on Research Traveling Fellows Review Form

Application packet should include:

- **Application form detailing**
 - Fellowship Plan
 - Expertise of investigators
 - Proposed use of funds
 - Relationship to the Clinical Research Agenda
 - Travel Dates (if known)
- NIH Biosketch
- Letter of support from host institution
- Letter of support from Department Chair or Supervisor

Scoring System: Each criterion is scored on a 1-10 point scale, where 10 is the best and 1 is the worst. Scores for all criteria are summed to produce a composite score for each grant review.

Score	Descriptor	Additional Guidance on Strengths/Weaknesses
10	Exceptional	Exceptionally strong with essentially no weaknesses
9	Outstanding	Extremely strong with negligible weaknesses
8	Excellent	Very strong with only some minor weaknesses
7	Very Good	Strong but with numerous minor weaknesses
6	Good	Strong but with at least one moderate weakness
5	Satisfactory	Some strengths but also some moderate weaknesses
4	Fair	Some strengths but with at least one major weakness
3	Marginal	A few strengths and a few major weaknesses
2	Poor	Very few strengths and numerous major weaknesses
1	Poor	Lack of information prevents assessment of strengths/weaknesses

Minor weakness: Easily addressable, does not lessen overall impact

Moderate weakness: Lessens overall impact

Major weakness: Severely limits impact

Review Criteria: Applications are scored on the following criteria. Composite scores can range from 0 to 40.

Fellowship Plan and Proposed Use of Funds: Is the purpose and expected outcome clearly stated? Is there a high likelihood that the project will be completed successfully and will contribute to clinically relevant scientific knowledge? Is the proposed budget reasonable, well justified and consistent with Section on Research guidelines? Are other sources of budgetary support identified (e.g. in-kind contributions)?

Applicant: Is the applicant well-suited to carry out the project? Is the proposed training or career development of high benefit to the applicant who has a high potential for developing into a productive, independent researcher?

Mentor(s): Is the mentor well-suited for the project? Is the mentor able to provide the necessary training and resources to assist with the success of the fellowship plan?

Environment and Institutional Support: Do the letters of support indicate that the applicant will have the needed support and resources such as access to facilities, equipment, potential study participants, collaborators, support personnel, release time, other budgetary support, statisticians, medical library services, an institutional review board, and other research related resources.

Relationship to the Clinical Research Agenda: Does the applicant's research align with the Clinical Research Agenda?

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Title: _____

Reviewer: _____ Date: _____

Scoring:

	Score (1 – 10)
Fellowship Plan and Proposed Use of Funds	
Applicant	
Mentor(s)	
Environment / Institutional Support	
Composite (sum of all criteria scores)	

Comments: (these comments and all scores will be shared with the applicant)

Fellowship Plan and Proposed Use of Funds:

Applicant:

Mentor(s):

Environment and Institutional Support:

Confidential comments to be shared only with the Awards committee: (Comments below this line will not be shared with the applicant)