

## NRSP Renewal Proposal External and Peer Review Process

The NRSP Review Committee has developed the following guidelines to better manage and oversee the development of NRSP renewal proposals, including the external and peer reviews and the writing committee's responses to those reviews. Please follow the procedures below during the initial review and proposal development phases for renewal of the NRSP that you advise.

- External review of the NRSP project should be done in early fall one year prior to the termination date. The review needs to include both a review of current project's accomplishments and a merit and scientific (peer) review of a preliminary draft of the proposed future project.
- The draft proposal should be entered into NIMSS prior to the review so that it is available on line for the external review team.
- The external review team will be established by NIFA in consultation with the project's AAs and the NRSP-Review Committee.
- Initial review should be done in August or September and cover past accomplishments and proposed future activity. Reviewer comments are sent to the NRSP AAs and the NRSP-RC.
- The NRSP writing committee will revise and complete the proposal in NIMSS and notify the NRSP-RC when the final draft is ready for final review by the external review team.
- The NRSP writing committee completes any final revisions necessary and submits the proposal as final in NIMSS no later than January 15. The NRSP writing committee and/or the Administrative Advisor will also submit by email to the NRSP-RC Chair a brief explanation of how the proposal was revised to address any significant review comments or concerns.
- During proposal development the NRSP writing committee should pay particular attention to addressing the following two sections of the NRSP Guidelines relative to off-the-top funding.
  - Paragraph V.E. Management and Business Plan

“In general, NRSPs should expect a finite period of off-the-top funding. This is not a reflection of the quality of work being conducted or the research being supported by the project. Rather, this allows the SAES system to continually assess needs and develop new projects as necessary. For this reason, the business plan of project renewals must include a transition plan and provisions for developing alternative funding or reducing off-the-top funding to a minimal level. Included would be an assessment of transition options, and alternative funding sources.

However, not all projects may be shifted to other funding sources. Projects seeking to continue with significant amount of off the top funding should fully justify the request.

The renewal application should include a critical assessment of the original plan and address any shortcomings to ensure that the project will function more smoothly or effectively in the future. The proposal must indicate what additional resources have been generated or leveraged and indicate how those and any additional resources will be continued or sought.”
  - Paragraph V. H. Budget

“The NRSP team must present an annual budget for each of the five years (See Appendix F). The budget must take into account all sources of funds (Multistate Research Funds, industry, federal agencies, grants and contracts, and SAESs). There are two tables in Appendix F, one for MRF and one for Other Sources. For the SAESs, the

project should estimate the in-cash and in-kind contributions. The budget narrative should provide an estimate of the per cent contribution from each funding source.”