A A A
⊞ ⊟

# National Library of Medicine
*Network of the National Library of Medicine*

## Health Information Outreach RFP Scorecard

**Please direct any questions about this scorecard to your Regional Medical Library contact or to the NNLM National Evaluation Center Evaluation and Continuous Improvement Team.**

**NNLM Regional Medical Library or Office:**

* must provide value

○ Region 1: Delaware, Kentucky, Maryland, New Jersey, North Carolina, Pennsylvania, Virginia, West Virginia, and District of Columbia

○ Region 2: Alabama, Florida, Georgia, Mississippi, South Carolina, Tennessee, Puerto Rico, and U.S. Virgin Islands

○ Region 3: Arkansas, Kansas, Louisiana, Missouri, Nebraska, Oklahoma, and Texas

○ Region 4: Arizona, Idaho, Colorado, Montana, New Mexico, North Dakota, South Dakota, Utah, and Wyoming

○ Region 5: Alaska, California, Hawaii, Nevada, Oregon, Washington, and U.S. Territories and Freely Associated States

○ Region 6: Illinois, Indiana, Iowa, Michigan, Minnesota, Ohio, and Wisconsin

○ Region 7: Connecticut, Massachusetts, Maine, New Hampshire, New York, Rhode Island, and Vermont

○ NLM User Engagement Program (UEP)

○ NNLM Evaluation Center (NEC)

○ NNLM Public Health Coordination Office (NPHCO)

○ NNLM Training Office (NTO)

○ NNLM Web Services Office (NWSO)

○ NNLM National Center for Data Services (NCDS)

○ NNLM All of Us Program Center (NAPC)

**Title of Applicant's Project or Proposal:**

**Applicant's Institution:**

**Reviewer's Initials:**

## Significance (15 points maximum)

| | Poor (1 point) | Fair (2 points) | Good (3 points) | Very Good (4 points) | Excellent (5 points) |
|---|---|---|---|---|---|
| **Application clearly explains the need for the project including demographic information about the target population or geographic area. (5 points)** | ○ | ○ | ○ | ○ | ○ |

| | Poor (1 point) | Fair (2 points) | Good (3 points) | Very Good (4 points) | Excellent (5 points) |
|---|---|---|---|---|---|
| **Applicant effectively uses data (e.g., statistics, anecdotes, needs assessment) to demonstrate the project need. (5 points)** | ○ | ○ | ○ | ○ | ○ |
| **Application contributes to NNLM goals and objectives. See NNLM goals and objectives. (5 points)** | ○ | ○ | ○ | ○ | ○ |

## Methodology (40 points maximum)

| | Poor (1 point) | Fair (2 points) | Good (3 points) | Very Good (4 points) | Excellent (5 points) |
|---|---|---|---|---|---|
| **Application demonstrates the ability to execute the project within the proposed timeline. (5 points)** | ○ | ○ | ○ | ○ | ○ |
| **Application proposes an approach that is suitable for the target population and geographic area and includes data to support this. (5 points)** | ○ | ○ | ○ | ○ | ○ |
| **Application demonstrates appropriate use of NLM materials and products, if available. (5 points)** | ○ | ○ | ○ | ○ | ○ |
| **Application provides a rationale for selecting the proposed approach(es). (5 points)** | ○ | ○ | ○ | ○ | ○ |
| **Application is creative, original, or demonstrates the potential to serve as a model for a similar NNLM project. (5 points)** | ○ | ○ | ○ | ○ | ○ |
| **Application clearly outlines activities, milestones, and methods that are feasible and relevant to the project. (5 points)** | ○ | ○ | ○ | ○ | ○ |
| **Application provides a long-term plan to sustain and continue the project, sustain one or more key components, or incorporate lessons learned into future projects. (5 points)** | ○ | ○ | ○ | ○ | ○ |
| **Application provides an effective and/or creative plan to promote the project. (5 points)** | ○ | ○ | ○ | ○ | ○ |

## Evaluation (15 points maximum)

| | Poor (1 point) | Fair (2 points) | Good (3 points) | Very Good (4 points) | Excellent (5 points) |
|---|---|---|---|---|---|
| **Evaluation plan is well aligned with the project goals and objectives. (5 points)** | ○ | ○ | ○ | ○ | ○ |
| **Evaluation plan clearly indicates how to measure success and project outcomes. (5 points)** | ○ | ○ | ○ | ○ | ○ |
| **Evaluation clearly explains types of data that would be collected, who will collect the data, methods of data collection (instruments/ tools and frequency of data collection) and analysis, and how project findings will be shared and used. (5 points)**<br><br>**Note: Plans with only 1 component should be scored as poor, 2 components as fair, 3 components as good, 4 components as very good, and all 5 components as excellent.** | ○ | ○ | ○ | ○ | ○ |

## Project Staff (15 points maximum)

| | Poor (1 point) | Fair (2 points) | Good (3 points) | Very Good (4 points) | Excellent (5 points) |
|---|---|---|---|---|---|
| Application clearly explains qualifications (expertise and experience) of the project lead and the project staff. (5 points) | ○ | ○ | ○ | ○ | ○ |
| Application clearly identifies and outlines roles and time commitment of the project lead, project staff, (and project partners, if needed). (5 points) | ○ | ○ | ○ | ○ | ○ |
| Application provides information on institutional resources (e.g. equipment) and support to be utilized for the project. (5 points) | ○ | ○ | ○ | ○ | ○ |

## Budget (10 points maximum)

| | Poor (1 point) | Fair (2 points) | Good (3 points) | Very Good (4 points) | Excellent (5 points) |
|---|---|---|---|---|---|
| Proposed budget is appropriate with a budget narrative that justifies expenses. (5 points) | ○ | ○ | ○ | ○ | ○ |
| Proposed budget includes only expenses that are allowable under the Regional Medical Library or Office and NIH regulations. (5 points) See **NIH Regulations**. | ○ | ○ | ○ | ○ | ○ |

## Summary and Recommendation for Funding

**Summary of Primary Strengths:**

This information will be shared with the applicant

**Summary of Primary Weaknesses:**

This information will be shared with the applicant

**Other Comments:**

**Total Score:**

As of 02/04/2025, the maximum Total Score possible is 95, not 100.

**Final Recommendation for Funding:**

* must provide value

   ○ Application does not fit in the NNLM mission.
   ○ The project will not advance the goals of NNLM.
   ○ Limited impact or there are concerns about the proposed plan or quality.
   ○ Has strong potential.
   ○ Excellent Application. Will have major impact on NNLM goals.

<div align="center">

**Submit**

</div>

Powered by REDCap