

PEER REVIEWS (Technical / Scientific Merit)

The Technology Board Review Committee and MTI staff, based on the project descriptions provided in proposals, selects potential peer reviewers. MTI staff secure peer reviewer commitments, complete confidentiality paperwork, and send Full Proposals to peer reviewers who evaluate and score each proposal for technical merit. The reviewers also provide a brief narrative on the strengths and weaknesses of each proposal and mark each as “recommended” or “not recommended” for MTI funding.

Following are basic facts regarding peer reviewers, and the peer review process:

- A minimum of 3 peer reviews are required for each proposal.
- Reviews must be returned within 2 weeks of receipt.
- Peer reviewers may be scientists, university or college faculty, technology professionals, business people or others with expert knowledge in the field represented by the proposal. **The use of out-of-state peer reviewers is encouraged to avoid conflicts of interest.**
- The identity of peer reviewers will remain confidential, and on file with the MTI.
- All peer reviewers must sign, and adhere to, a non-disclosure agreement.
- Members of the MTI Board may not serve as peer reviewers.
- Members of Technology Boards are discouraged from peer review. Any Technology Board member who serves as a peer reviewer may not serve on the Technology Board Review Committee.

SCORING:

Peer reviewers will score each proposal according to criteria outlined in the RFP. Reviewers will award points to the proposals based on the reviewer’s expert opinion and experience in the field. Each reviewer also will include a brief narrative indicating the strengths and weaknesses of each proposal, and indicating their rationale for their funding recommendation. Completed score sheets will be returned to the MTI within 2 weeks of receipt of the proposals.

Please Return completed Score Sheet to the MTI.

If convenient, fax the Score Sheet to: 207-582-4772

Otherwise, please return the Score Sheet by mail to:

**Maine Technology Institute
2E Mechanic Street
Gardiner, ME 04345**

Phone: 207-582-4790

PEER REVIEWER SCORE SHEET

Please review the proposal, giving consideration to the technical and commercial merit. Consider the topics listed in each section of the score boxes. Please include a brief narrative describing the strengths and weaknesses of the proposal, and rationale for your recommendation for / against its funding. Finally, please assign points relative to the merit of the proposal, with stronger proposals receiving more points, within the allotment indicated for each section. *Please attach or use additional sheets if needed.*

PROPOSAL TITLE / NUMBER:
STRENGTHS:
WEAKNESSES:
_____ RECOMMENDED FOR FUNDING. Rationale:
_____ NOT RECOMMENDED FOR FUNDING. Rationale:

Score:	Scientific and Technical Merit (60 points maximum) <i>Please supply details of your scoring rational on separate sheets of paper..</i>
____ Of 25	<ul style="list-style-type: none"> • Technical / Scientific Merit, i.e. is the proposal based on sound scientific/technical principles? Are the technical objectives and project milestones and timeline realistic? Is the proposed technology important for the field? • Commercial Feasibility, i.e. does the technology offer significant advantage over current technology or methods, does it serve significant unmet needs? Will current regulation, or politics forbid or hinder the technology from achieving its goals? Is the commercialization plan realistic? Do the revenues, and jobs created from commercialization seem realistic? Will successful implementation result in significant increases in productivity • Innovativeness, i.e. is the proposed technology unique? Do existing products/ technology serve the same outcome? Is the technology a modification of existing technology? (Give detail.) • Quality of resources, i.e. does the applicant provide sufficient resources in terms of qualified personnel, facilities and equipment, to complete the project? Is the budget appropriate? NOTE: <i>Include suggestions on budget revisions, when necessary, in the comment section.</i>
____ Of 15	
____ Of 12	
____ Of 8	
TOTAL SCORE:	Return completed form to: Maine Technology Institute Fax: 207-582-4772 2E Mechanic Street Gardiner, ME 04345 Phone: 207-582-4790