

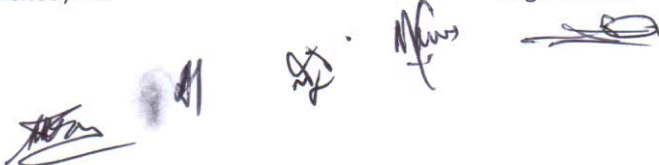
EPRC Grants Proposal Evaluation Guideline (Solicited)

(Version-1)

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Table of Contents

- 1. Evaluation and Award Process.....3
- 2. Selection of Reviewers.....10
- 3. Proposal File Updates.....11
- 4. Proposal Withdrawal.....11

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Evaluation and Award Process

PROPOSAL EVALUATION

Proposals will be evaluated and scored based on responses to the information requested in the Program Solicitation. EPRC will form an Evaluation Committee to evaluate both solicited and unsolicited Proposals. The committee consists of independent experts selected from the panel of experts developed by EPRC. EPRC may co-opt technical expert(s) on the request of the Evaluation Committee. Proposals will be evaluated in two stages:

1. Stage One: Proposal Screening

EPRC and the Evaluation Committee will screen Proposals for compliance with the Screening Criteria mentioned in the **Section C** of *EPRC Grants Proposal Evaluation Guideline*. **Proposals that fail any of the screening criteria will be rejected.**

- **Clarification Interviews:** The Evaluation Committee may conduct optional in-person or telephone interviews with Proposers or send written clarification questions to Proposers during the evaluation process to clarify and/or verify information submitted in the Proposal. However, these interviews may not be used to change or add to the content of the original Proposal. Proposers will not be reimbursed for time spent answering clarifying questions.

2. Stage Two: Proposal Scoring

Proposals that pass Stage One will be submitted to the Evaluation Committee. The committee will select reviewers and send the primarily selected research proposals to them. Reviewer will review and score based on the Scoring Criteria in **Section D** of *EPRC Grants Proposal Evaluation Guideline*.

- Each proposal will generally be evaluated by five reviewers and those reviewers will give individual marks based on the Scoring Criteria and the Scoring Scale for each criterion. The maximum and minimum marks received by a proposal will not be used for calculating the average score for that proposal. The average score for that proposal will be calculated on the basis of the remaining three marks.
- The Proposal must receive a minimum average score of **56.00 points out of 80 points** for criteria 1-4. **A total minimum average score of 70.00 points out of 100 points for criteria 1-5** is required for the proposal to be eligible for funding.

A. RANKING, NOTICE OF PROPOSED AWARD, AND AGREEMENT DEVELOPMENT

1. Ranking and Notice of Proposed Award

Successful proposals will be ranked according to their score. Proposed awards must be approved by the Council at its Governing Body meeting. The Council will post a **Notice of Proposed Award (NOPA)** that includes: (1) the total proposed EPRC funding amount; (2) the rank order of proposals; and (3) the amount of each proposed award. The Council will post the NOPA at its website,

and will E-mail it to the successful proposers. All the unsuccessful proposers will be notified by the Council through Separate E-mail.

- **The Council reserves the right to:**
 - Allocate any additional funds to passing Proposals, in rank order; and
 - Negotiate with successful Proposers to modify the project scope, schedule, and/or level of funding.
 - The Council reserves the right to modify the award documents (including the terms and conditions) prior to executing any agreement.

2 Agreements

Proposals recommended for funding will be developed into a grant agreement to be considered at the Council's Governing Body meeting. Recipients shall begin the research only after full execution of the grant agreement (i.e., approval at the Council's Governing Body Meeting and signature by the Recipient and the EPRC).

- **Execution of Agreement :** If approved at an EPRC's Governing Body meeting, the Council will send the Recipient a proposed grant agreement for acceptance and signing. The recipients will be required to sign the agreement with EPRC within 30 days upon receiving the agreement. The agreement will include the applicable terms and conditions and if applicable, will incorporate the solicitation reference.
- **Failure to Execute an Agreement:** If the proposer is unable to successfully execute an agreement within stipulated time with the Council, the award will be canceled. The council may award the next highest-ranked, eligible proposal.
- **Agreement Amendment:** The executed agreement may be amended in the implementation phase by mutual consent of the Council and the Recipient. The agreement may require amendment as a result of project review, changes in project scope, and/or availability of funding.

B. GROUNDS TO REJECT AN PROPOSAL OR CANCEL AN AWARD

The Council reserves the right to reject an Proposal and/or to cancel an award if the following circumstances are discovered at any time during any phase of the process:

- The Proposal of PI and Co-PI lacks relevant education/experience to prove competence.
- The Proposal contains false or intentionally misleading statements or references that do not support an attribute or condition contended by the Proposer.
- The Proposal is intended to erroneously and fallaciously mislead the Government in its evaluation and the attribute, condition, or capability is a requirement of the program solicitation.
- The Proposal does not literally comply or contains caveats that conflict with the solicitation, and the variation or deviation is material.



- The Proposer has previously received funding from EPRC on the same research project.
- The Proposer fails to meet any compliance issue within sufficient time for the Council to meet its encumbrance deadline, as the Council in its sole and absolute discretion may determine.

C. STAGE ONE: PROPOSAL SCREENING

SCREENING CRITERIA	Pass/Fail
The Proposal must pass ALL criteria to progress to Stage Two	
1. The research proposal addresses one of the research groups mentioned in the Program Solicitation.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
2. The Proposal of PI and Co-PI have relevant qualification/experiences in the field of work.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
3. The Proposer has written a Literature Review and the Research Description as per the requirement of the Program solicitation	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
4. The Proposer has submitted a Statement of Work and Schedule as per the requirement of the Program solicitation	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
5. The Proposer has submitted a Budget and Budget Justification as per the requirement of the Program solicitation	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
6. The requested Funding falls within the maximum limit specified in the Program Solicitation.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
7. Project must involve pilot testing/demonstration activities: The Proposal identifies one or more piloting or demonstration anywhere in Bangladesh	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
8. The Proposal includes a pilot testing / demonstration commitment letter and support letters (if relevant) as specified in the Program solicitation.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
9. The proposal does not contain any confidential information Or identify any portion marked confidential.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
10. The proposal has not included a statement or otherwise indicated that it will not accept the terms and conditions as specified in the solicitation, Or That acceptance is based on modifications to the terms and conditions.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail

