

## Research Proposal Checklist

*Please check yes or no. If no, provide comment at the bottom.*

<b>Needs Statement #:</b>			
<b>Proposal Title:</b>			
<b>Principal Investigator(s):</b>			
<b>Research Agency:</b>			
<b>Evaluation Factors</b>	<b>Guidelines</b>	<b>Yes</b>	<b>No</b>
<b>Problem Statement</b>	1. Does the proposal demonstrate a clear description of the problem and address the stated needs?		
	2. Does the proposal identify the questions that will be answered by the proposed research?		
<b>Goals and Objectives of the Research</b>	1. Are the goals and objectives of the research clearly defined?		
	2. Does proposal identify the goals associated with each of the research questions?		
<b>Literature Review</b>	1. Does the proposal describe the findings of relevant literature?		
<b>Scope of Work</b>	1. How well does the scope of work meet the needs of TDOT?		
	2. Is the scope of work to be performed sufficient to meet the research objectives?		
<b>Research Methodology</b>	1. Is the research methodology appropriate for the research proposed?		
	2. Is the research methodology defined and clearly described, and does it demonstrate systematic or theoretical analysis of methods applied to the research?		
<b>Expected Benefits and Implementation</b>	1. Does the proposal provide expected benefits from the research to make a significant impact on TDOT?		
	2. Does the proposal provide a potential application on how TDOT may apply the results of the research?		
	3. Is the potential implementation realistic and appropriate for the scope of work?		
<b>Research Deliverables</b>	1. Does the proposal list all expected products and outcomes?		
	2. Are the descriptions of each task fully described and appropriate for the proposed research?		
<b>Qualification of Research Team/Facility and Equipment</b>	1. Does the proposal demonstrate that the research team has the capacity to conduct this research?		
	2. Are the identified personnel and man-hours for each specific task appropriate and realistic?		
	3. Does the proposal demonstrate that the researcher has access to facilities and equipment required to complete this research?		

<b>Budget and Time Schedule</b>	1. Is the proposed budget reasonable and corrected for the scope of work as defined in the proposal?		
	2. Is the schedule reasonable for the research being conducted?		
<b>Reviewer recommendation/comments for this proposal:</b>			
<b>Reviewer:</b>		<b>Division:</b>	<b>Date:</b>

Submit completed review final scores electronically to: [TDOT.Research@tn.gov](mailto:TDOT.Research@tn.gov)