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| **Secondary Data Analysis Research Grant Application Scoring Template** | | | |
| |  |  | | --- | --- | | **Scoring** | | | **Value** | **Meaning** | | Does not meet criteria | * No response provided * Significant misunderstanding of criteria | | Partially meets criteria | * Some evidence of meeting the criteria * Some evidence of ability to deliver, but some concerns raised | | Mostly meets criteria | * Meets majority but not all parts of criteria * Adequate evidence of ability to deliver | | Fully meets criteria | * Meets all aspects of criteria * Clear proposal showing comprehension * Demonstrates ability to deliver | | | **Panel Member Name:** |  |
| **Project title:** |  |
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| **Area for consideration** | **Criteria** | **Comments**  Please provide explanation of how the proposal meets the criteria and identify any strengths and gaps in the application | **Score** |
| Originality | Research questions are focused, feasible and specific  Project aims and objectives are clear, focused and concise  Relevant background provided including a brief overview of the relevant literature and has identified the need or gap in knowledge for the project  Project is original and will contribute new knowledge, building on previous work |  | Choose an item. |
| Relevance | Project meets BACP’s overarching research priority of ‘client-focussed’ research  Project addresses one or more of BACP’s strategic priorities or workstreams |  | Choose an item. |
| Methods | Clear rationale and description provided for the choice of dataset(s) to be re-used and analysed  Clear description of how dataset(s) will be accessed, who they will be shared with (if applicable), what challenges might be expected and mitigation strategies  Proposed data analysis approach is appropriate and robust, and any software required is clearly justified  People with lived experience (PLE) are appropriately involved in the project’s design, delivery and dissemination, or a reasonable justification is provided for why PLE are not involved  Project adequately addresses issues of equality, diversity and inclusion (EDI)  Ethical considerations are outlined, and ethical approval processes discussed |  | Choose an item. |
| Feasibility/deliverability | Identified stakeholders are appropriate and will add value to the project  Proposed outputs are realistic and add value to project delivery  Proposed publication and dissemination plans are clear, ambitious and impactful  Medium- to long term outcomes and key indicators are appropriate and realistic  Project risks identified and strong mitigations proposed to minimise risk  Team and staffing arrangements are appropriate with team members who have relevant skills, experience and expertise  Clear collaborative working arrangements outlined which add value to project delivery  Appropriate oversight, advisory and governance structures proposed  Viable and realistic project delivery timescales proposed  Appropriate and achievable project activities outlined  If project is under consideration for funding elsewhere, clear information is provided about the additional bid, including an indication of timelines. If a partnership funding model has been proposed, there is clarity around the co-funding relationship and the elements being funded by the different funders  If project has been rejected from funding previously, appropriate changes been made to the proposal  Detailed budget provided is adequate, appropriate and offers value for money, with all budget lines justified |  | Choose an item. |

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| **Overall judgement** | | Choose an item. |
| **Feedback** | | |
| **Overall review and feedback to applicants** |  | |
| **How could this project or application be improved?** |  | |