



Summary of the Review Process for the 2025 Catalyst / Knowledge Exchange RFP

Review Stage & Emphasis	Inputs and Criteria	Who is Involved
1. Minimum requirements assessment <i>Does the LOI include the required information and was it submitted by the deadline? Does the proposal comply with the proposal requirements?</i>	Letter of intent and proposal requirements as stated in the 2025 Catalyst / Knowledge Exchange RFP	NERRS Science Collaborative Team
2. Proposal written review <i>How well does the proposal meet the evaluation criteria?</i>	Proposal evaluation criteria	Review Panel
3. Optional applicant response to reviews <i>After reviewing their written reviews, how can the applicant clarify aspects of their proposed project to inform the review panel's discussion of proposals?</i>	Written reviews	Project Leads & Teams
4. Panel discussion of proposals <i>How well does each proposal meet the evaluation criteria? How should proposals be prioritized for funding?</i>	<ul style="list-style-type: none">● Proposal evaluation criteria● Written reviews● Applicant responses to reviews	Review Panel
5. Recommendations for funding <i>Is there justification for selecting any of the recommended projects out of rank order based on one or more of the secondary selection factors in the RFP requirements?</i>	<ul style="list-style-type: none">● Review Panel discussion and rank ordering of proposals● Secondary selection factors as stated in the RFP	NERRS Science Collaborative Team NOAA Program Manager

Note: See below for an explanation of the role and composition of each group involved.

2025 Catalyst / Knowledge Exchange Proposal Review Process: Summary of Participants

The following table summarizes the roles of each of the major groups contributing to the review process:

NERRS Science Collaborative Team	In consultation with the NOAA Program Manager, the NERRS Science Collaborative Team accepts proposals, conducts the minimum requirements review, manages the review process, and develops funding recommendations for NOAA.
Review Panel	The review panel conducts written reviews and then convenes to discuss and rank proposals, and develops summaries of their discussion of proposals.
NOAA Program Manager	The NOAA Program Manager actively advises the NERRS Science Collaborative Team on the review process, observes the panel meeting and discussions to ensure a fair and impartial process is maintained, and facilitates NOAA approval of funding.

Who are the panelists? What are their qualifications?

The NERRS Science Collaborative invites a diverse set of experts to participate in the review panel. This includes diverse disciplinary expertise and practical experience in natural and social sciences, collaborative processes, coastal management, outreach, education, training, and broad geographic representation. Prior to participating in the review process, panelists participate in a panel preparation webinar, during which the unique characteristics of the NERR System and the goals and objectives of the Science Collaborative and the RFP are discussed. Panelists with conflicts of interest related to a specific proposal do not participate in the review, discussion, or ranking process for that proposal, nor do they have access to the proposal's review documents.

In order to preserve their impartiality, we do not disclose the names of individual panelists or reviewers. Generally, panelists and technical experts are:

- Credentialed practitioners from partner organizations and agencies, typically with experience in collaborative research, outreach, coastal management, and/or education, e.g., NEP, Sea Grant, IOOS, NOAA, USGS, USFWS, The Nature Conservancy, etc.;
- Academic experts in estuarine science, outreach, and/or collaboration, typically from applied research programs and institutes; and
- Geographically diverse, i.e., all reserve regions are represented on the review panel.