



## Application Ranking Guide – Research in the Arts

This document is intended to act as a guide to assist applicants in composing successful applications to the **Research in the Arts (RIA)** grant program.

A peer panel reviews all applications and work samples in a multi-step process that involves assigning numerical ranks to each application. The 6-point ranking system below is utilized and panelists' ranks are averaged to obtain the final score.

For each of the following rankings, the description refers to the contents of the application submitted, including work samples and attachments.

<b>6</b>	<b>Exemplary</b>	Meets all of the review criteria to the highest degree possible
<b>5</b>	<b>Strong</b>	Meets all of the review criteria in a significant manner
<b>4</b>	<b>Good</b>	Meets the majority of the review criteria; however, areas of the application need improvement, development or clarification
<b>3</b>	<b>Marginal</b>	Does not meet the majority of the review criteria in a significant manner
<b>2</b>	<b>Weak</b>	Significant inadequacies in addressing review criteria
<b>1</b>	<b>Ineligible</b>	Inappropriate for CAC support: incomplete applications, applications with significant ineligible expenses, and proposals that do not meet program requirements

Below, the qualities of exemplary applications (Ranked 6) in the **Research in the Arts** program are outlined, and the areas of the application in which those criteria will be assessed are identified.

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**Review Criteria #1: *Project Design:*** Application articulates a clear research question, or set of research questions, and maps viable avenues to collect, evaluate, and analyze data pertinent to those questions. The application includes evidence to support the relevance of the research agenda, and outlines a methodology that is both rigorous and appropriate to the specific investigation.

**Qualities of Exemplary Applications:**

- Research questions are clearly articulated and are grounded in relevant contemporary scholarship.
- Application outlines processes by which investigation will take place and how findings will be measured, analyzed and reported.
- Proposed research process includes thoughtful, innovative, and appropriate methods for investigation and analysis.

**Areas of Assessment:**

- Research questions
  - Methodologies
  - Work products
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**Review Criteria #2: *Artistic and Scholarly Merit:*** Investigative team demonstrates necessary expertise and qualifications, and a history of success in similar undertakings. Research subjects are artistically relevant and represent the highest level of excellence in their fields and/or disciplines. Institutional support for the project is clearly demonstrated.

**Qualities of Exemplary Applications:**

- Research team demonstrates history of professional engagement with and contributions to the field of arts research.
- Team includes members from diverse sectors, each of whom complements the professional perspectives and expertise of their collaborators.
- Application articulates a strong case for the importance of study of the proposed subject(s), and demonstrates subjects' willingness to participate in the research process.

**Areas of Assessment:**

- Research team CVs
  - Research samples
  - Research subjects and data sets
  - Additional work samples
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**Review Criteria #3: *Impact and Contribution to the Field:*** The study responds to key questions in the field of arts research, and demonstrates the potential to contribute to this body of work in a significant manner. The research agenda does not solely replicate, but rather evolves from current scholarship, and demonstrates innovation in method as well as its objects of inquiry. The application includes a plan for wide dissemination of research outcomes.

**Qualities of Exemplary Applications:**

- Research question demonstrate potential for meaningful contribution to field-wide understanding of the value and/or impact of the arts.
- Research agenda engages with and expands upon current areas of investigation in the field.
- Application articulates a robust plan for dissemination of research findings across academic, governmental, and professional arts sectors.

**Areas of Assessment:**

- Research questions
  - Work products
  - Literature review
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**Review Criteria #4: *Management and Leadership:*** Ability of applicant organization to implement proposed project is clearly demonstrated by qualifications of project's administrative team, the viability of the project budget, and the overall fiscal and managerial health of both the applicant and partnering organizations.

**Qualities of Exemplary Applications:**

- Organizational leadership has significant history of investment and commitment to arts research.
- Organizational research priorities and methodologies align with RIA program goals.
- Organization demonstrates strong fiscal health overall.
- Project budget is thoroughly and realistically developed, and is fully aligned with activities stated in narrative.
- Application, including project narrative and budget, are complete and free from error.

**Areas of Assessment:**

- Organizational research history and focus
- Project budget
- Research team CVs
- DataArts funder report
- Completeness and accuracy of application overall