

**New York State Department of Health  
and the  
Empire State Stem Cell Board Request for Applications**

Empire State Institutional Training Programs in Stem Cell Research  
for Predoctoral and Postdoctoral Fellows

ADDENDUM #1  
July 29, 2014

**RFA Section V.B. Review and Scoring (Page 11-12) has been modified as follows (bold text in the 2<sup>nd</sup> paragraph below indicates the modification)**

**B. Review and Scoring**

The Department contracts with an independent peer review organization to develop and coordinate the review and scoring of applications. Each eligible application will be evaluated by an Independent Peer Review Panel (the Review Panel) assigned by the Peer Review Contractor. The Review Panel members will be selected from among non-New York State experts in the fields appropriate to the nature of the applications received. NYSTEM does not convene pre-established peer review panels. Instead, each panel is formed based upon the expertise needed to evaluate the merit of actual applications submitted in response to each RFA.

Applications will be reviewed based on the criteria specified in Section V.D. The Review Panel will use an established combination of processes to evaluate each application: pre-meeting review and adjectival scoring; on-line conferral among assigned reviewers; **triage**; panel meeting discussion; and numerical scoring. Applications will receive scores from each participating panel member for each evaluation criterion using an integer scale of 1 (highest merit) to 9 (lowest merit). The numerical score given each criterion will be multiplied by that criterion's weight. Each panel member's weighted scores for each criterion will be added together to give their individual total score. Review Panel members' individual total scores will be added together and divided by the number of Review Panel members who scored the application to give an overall panel score for the application. The numerical scores correspond to adjectival scores, as follows:

| <b>Numerical Score</b> | <b>Adjectival Score</b> |
|------------------------|-------------------------|
| 1                      | Exceptional             |
| 2                      | Outstanding             |
| 3                      | Excellent               |
| 4                      | Very Good               |
| 5                      | Good                    |

|   |              |
|---|--------------|
| 6 | Satisfactory |
| 7 | Fair         |
| 8 | Marginal     |
| 9 | Poor         |

The Review Panel will identify potential overlap with other resources. Additionally, the Review Panel will comment on the application with regard to the Contract Policy Statements and Conditions (Sample Master Grant Contract Attachment A-1 Part B). The Review Panel may recommend administrative review and resolution prior to contract execution. In addition, award recommendations made by the ESSCB Funding Committee may be contingent upon the applicant's acceptance of required revisions.

The primary reviewer will prepare a written overall evaluation of each assigned application that is discussed by the Review Panel.