

NATIONAL RESEARCH COUNCIL
Quarterly Performance Report to USAID
Period 38 of 40: September 20, 2007 - December 19, 2007
POLICY AND GLOBAL AFFAIRS

RESEARCH SUPPORT PROGRAM
PCE-A-00-98-00008-00

I. CURRENT STATUS

During this reporting period, emphasis has been on the three AID peer review panels and one conference call peer review of MERC projects as well as correspondence regarding the incoming MERC pre-proposals. The actual peer review panels took place over a one-week period. At the conclusion of the panels, summaries were prepared of each panel, followed by summaries of each of the MERC proposals reviewed in the panels. Associated activities are described below.

- Began processing MERC full proposals as they arrived for the December 17, 2007 deadline.
- Continued to update PANELLIST and REVIEW28 databases.
- Continued to receive and process semi-annual and final reports, updating the MERCFUND and FUNDED databases accordingly.
- Continued to communicate with researchers and answer appropriate questions regarding their submissions for FY2007 and FY2008.
- Updated FUNDED and MERCFUND database with new grant information.
- Continued to advise MERC P.I.s of approved projects on Responses to Provisos and correct practices for preparations of Budget Justifications and checked one M28 fast-track response to provisos for completeness and adherence to guidelines.
- Updated and archived hard copy files at NAS. Began official archiving project at USAID.
- Started the search process, interviewed, hired and began training the new Program Assistant Emi Kameyama

II. DISCUSSION

The quarter was a time for archiving and processing of files in preparation for the busy quarter that is to come next quarter. A new Program Assistant was hired to assist part time with the logistics of the reviews. A great deal of time was taken up with her training to prepare her for the next quarter.

III. FUTURE ACTIVITIES

The day-to-day support activities for CDR, CAR and MERC will continue. The next quarter will have major activities: arranging peer review panels, soliciting peer review panels, attending the meeting, preparing for the MERC Committee for Pre-proposals Meeting and processing of those results. Other major activities will include the processing of the MERC 29 pre-proposals, as well as the continuing summarization of semi-annual and final reports as they arrive.