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OFFICE OF INTERNATIONAL AFFAIRS
NATIONAL RESEARCH COUNCIL
Quarterly Performance Report to USAID
Period 18 of 24: September 20, 2002 - December 20, 2002

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

I. CURRENT STATUS

During this reporting period, emphasis has been on the five AID peer review panels of CDR/MERC projects as well as receipt and organization of the new 28 CDR preproposals. The actual peer review panels took place over a two-week period. At the conclusion of the panels, summaries were prepared of each panel, followed by summaries of each of the proposals reviewed in the panels. Associated activities are described below.

- Finished locating external reviewers for the review panels, and located alternate reviewers as reviewers dropped out.
- Prepared and completed mailings for all of the panels.
- Checked and sent out some of the remaining full proposal decision letters for MERC and CDR.
- Attended CDR/MERC full proposal peer review panels, recorded pertinent meeting information, such as reviewer discussion, recommendations rankings, and grades for each proposal.
- Provided necessary logistical support for the USAID panel review meetings, including copying, faxing, room setup, and keeping contact with external reviewers and receiving information from them.
- Collected reviewer comments, scanned, edited, and prepared them according to CDR program requirements.
- Provided USAID with 21 scientific summaries and 19-USAID decision sheet final drafts for the USAID full proposal decision letters for the CDR/MERC peer review meetings.
- Continued to update OYB2002, MERCFUND and FUNDED databases to reflect post-panel review additions.
- Participated in the AID/State Department MERC panel review.
- Processed preproposals and created the REVIEW 24 database. Provided a draft schedule categories and people to review preproposals for the in house (AID) CDR review meeting.
- Continued to receive and process annual and management reports, updating the database accordingly,

- Continued to communicate with researchers and answer appropriate questions regarding their submissions for FY2001 and FY2002.
- Completed archiving of files for projects completed for more than three years and containing a final report.
- Updated FUNDADD database with new grant information.
- Organized, recruited reviewers and participated in a conference call for the peer review of one of the MERC proposals on Breast Cancer.
- Checked M23 response to provisos and Fasttrack resubmissions for M23 completeness and adherence to guidelines.
- Updated Research Support Program website.

II. DISCUSSION

Over sixty scientists were involved in the panel review process this quarter. Each reviewed proposals and attended a full day meeting, showing the support in the scientific community for the peer review process and these programs in particular.

III. FUTURE ACTIVITIES

The day-to-day support activities for the CDR, CAR and MERC will continue. The next quarter will have as its major activity the peer review of some fourteen MERC proposals and six CDR proposals. It is expected to entail three peer review panels. Other major activities will include preparation of the documents required for drafting the USAID Decision Sheets for all of the proposals that were reviewed as well as the continuing summarization of semi-annual reports as they arrive. It is also anticipated that the groundwork will be laid for mid-term site-visits.