

Review Procedures

TO: INDEPENDENT TECHNICAL REVIEWER

FROM: BRENT BRANNAN
OIL AND GAS RESEARCH PROGRAM DIRECTOR

SUBJECT: OIL & GAS RESEARCH PROGRAM TECHNICAL PEER REVIEW PROCEDURES

Research grant awards made by the North Dakota Industrial Commission (the Commission) from the Oil and Gas Research Fund (OGRF) are based on the technical quality of the project and its compatibility with the state's oil and gas research objectives. The proposal(s) are for your review as part of the peer review process:

“ _____ ”

The evaluation instructions are as follows:

1. Carefully read the application rating form . Note the criteria on which the proposal is to be evaluated.
2. Read and evaluate the proposal(s) with the evaluation criteria in mind.
3. If you discover that you are in any position to receive a financial benefit from the activities of this proposal(s), either directly or through your employer, please notify the ND Industrial Commission through the contact below to determine if you should complete the evaluation. Failure to do so will disqualify you from serving on any future technical review panel under the Oil and Gas Research Program unless reinstated by the Commission and may disqualify the application.
4. Complete one copy of the application rating form for the proposal. Please be sure all sections are completed. Please add your personal comments on each criterion as they will be used to make a final decision in the event two or more proposals are evaluated as being essentially equal.
5. **You have been assigned Reviewer Identification Number: _____**
This will be your only identification to the prospective awardee. Both successful and unsuccessful proposal submitters will see a copy of your evaluation and comments, but without any disclosure of your correspondence associated with this evaluation.
6. **Please complete the application rating form(s) and submit online no later than: _____**
7. If there are any questions on the conduct of this evaluation, please contact Brent Brannan at the information listed below:

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8. This request for evaluation was: _____