**NCAC16 FY2024 Project Review Assignments and Instructions**

Thank you for providing NCAC reviews! These reviews are very valuable to the NCRA Multistate Review Committee, as they provide expert feedback on projects that MRC members use to help them craft their final recommendations and help keep the NC multistate project portfolio the best in the nation. Simple instructions are below, but if you have further questions, please don’t hesitate to contact [Christina.hamilton@wisc.edu](mailto:Christina.hamilton@wisc.edu).

**Instructions/Deadlines:**

1. **By December 30 at the latest**: Please send the name of the primary reviewer for each project listed in the table below to [Christina.hamilton@wisc.edu](mailto:Christina.hamilton@wisc.edu). She will assign them the correct fillable form to submit via NIMSS. Reviews can be a joint effort from NCAC members, but NIMSS will allow only one person to complete each form.
2. **January 3**: Reviewers can begin evaluating projects/proposals. Waiting until January 3 ensures that the proposal will be complete and the NCAC review will be conducted in time for the NCRA Multistate Review Committee to be able to use your input for their final recommendations.
3. **February 15**: NCAC reviews due in NIMSS, using the assigned online form (log in at www.nimss.org, select Reviews >> My Reviews >> Edit/Input).

**Review Tips:**

* View your assigned review form in NIMSS before reviewing to become familiar with the evaluation criteria. Log into NIMSS and select Reviews >> My Reviews >> View.
* To submit the final review, you’ll need to click on *Edit/Input* instead of *View*. Make sure to Save, then Submit.
* **New/Renewal Reviews** should evaluate the text in the homepage Outline, while **Midterm Reviews** should focus on progress and collaborations in the annual reports.
* Projects up for midterm review are in their third year and should have at least 2 reports available in NIMSS. If they do not, please make a note that they are likely not meeting annual reporting requirements. Please make a note of this in your review comments. \*Projects might not have a 2020 or 2021 report due to COVID-19 and this is OK.
* More detailed information on the review process and NCRA expectations are available at <https://www.ncra-saes.org/multistate-handbook>, under Multistate Project Reviews.

**Review Assignments Table:**

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| Current Proj # (Temp #) | Renewal or Midterm (R/M) | Title | Project/Proposal Homepage (Ctrl+Click to follow link) | Example Review Form for FYI only (review MUST be submitted directly to the assigned NIMSS form; Ctrl+Click to follow link) |
| NCERA217 (NCERA\_temp217) | R | Drainage design and management practices to improve water quality | <https://www.nimss.org/projects/19088> | AppJ2 (ignore the word “optional”): <https://www.nimss.org/forms/appendix_j2.pdf> |
| NC1212 | M | Exploring the Plant Phenome in Controlled and Field Environments | <https://www.nimss.org/projects/18782> | AppI: <https://www.nimss.org/forms/appendix_i.pdf> |
| NC1194 | M | Nanotechnology and Biosensors | <https://www.nimss.org/projects/18797> | AppI: <https://www.nimss.org/forms/appendix_i.pdf> |
| NCERA101 | M | Controlled Environment Technology and Use | <https://www.nimss.org/projects/18794> | AppK: <https://www.nimss.org/forms/appendix_k.pdf> |