



University Book Writing Grants (UBWG) Evaluation Form For Full-Time Staff and Full-Time Students

Information and Instructions

Criteria No. 1 and 2 are to be completed by reviewers. If a mandatory criterion is absent from the proposal, marks shall not be awarded for that criterion. For instance, if Criterion 1.3 requires clearly defined goals and objectives, and these are not provided in the proposal, no marks will be allocated. Reviewers are expected to refer to the detailed proposal and exercise their professional judgment in evaluating each section.

Criteria No. 3 and 4 are to be completed by the University Research Book Writing Grant Committee ONLY. Committee members are expected to review the principal and co-investigators' backgrounds attached with the proposal.

Upon completion of the evaluation please e-mail the evaluation form to research@mnu.edu.mv

TO BE FILLED BY THE RDO					
a	Title of the book Project: <i>[Do not exceed 80 characters, including spaces and punctuation]</i>				
b	Language of the Book (Please tick/mark one):	☐ English ☐ Dhivehi ☐ Bilingual (English & Dhivehi)			
c	Academic Staff	☐ Yes	☐ No		
d	Higher Degree Student	☐ Yes	☐ No		
e	Amount Requested (MVR)	Total:			
f	Grant Application for	☐ Small ($\leq 10,000$)	☐ Medium ($10,000 < F \leq 100,000$)	☐ Large ($50,000 < F \leq 100,000$)	
TO BE FILLED BY THE REVIEWER					
Criteria for evaluation		Indicators for evaluation of the application	Rating of grant		
			Allocated (%)	Awarded (%)	Comments
1. Significance of the proposed book writing project		1.1 The project addresses an important issue in the society or is prioritized in MNU strategic plan and Government Strategic Action Plan (SAP).	5		

	1.2 The justification for writing the book is well-formulated.	5		
	1.3 The goals and objectives are clearly stated.	5		
	1.4. The proposal describes an original and innovative book.	5		
	1.5. The expected outcomes are clearly identified and are likely to positively impact the wider community.	5		
	1.6 The book is written in Dhivehi (bonus)	5		
		30%		
2. Soundness of the proposed plan and budget	2.1 The plan (including writing, data gathering, illustrations, printing, publishing, and marketing strategy) has been well structured and clearly articulated.	10		
	2.2 The objectives of the book and the proposed plan are feasible.	5		
	2.3 There is a clear correspondence between the stated aims of the book and the proposed plan/ structure of the book.	5		
	2.4 The timeline proposed for the project is realistic and adequate.	5		
	2.5 The budget proposed for the project includes all major costs, is realistic and has been justified.	5		
	2.6 The proposal includes a clear dissemination plan.	5		
	2.7 The proposal meets the overall requirement of content and format, and is written in appropriate academic language.	5		
		40%		
TO BE FILLED BY THE MNU RESEARCH GRANT COMMITTEE (Reviewers are not required to fill this part)				
3. Competence of the applicant	3.1 The CV of the main author demonstrates that s/he has the necessary knowledge and experience to lead the project and achieve its objectives.	10		
	3.2 The track record of the proposed writer / team in (book) writing	8		
		18%		

4. Significance of the proposed work to the career development and intellectual growth of the applicant.	4.1 The project includes a plan that will contribute to directly enhance the intellectual capacity, professional development and career progression of individual author.	5		
	4.2 Potential opportunities to introduce/ present the book at seminars/conferences/schools and networking opportunities have been identified.	7		
		12%		
Total marks awarded: (Minimum marks required for granting an award is set at 75%)		100%		
5. OVERALL RECOMMENDATION				
	☐ Recommend to fund the proposed research project ☐ To be re-evaluated for funding after suggested revisions ☐ Do not recommend to fund			
	Comments:			
	Date: / / <i>(Please do not write your name and signature)</i>			

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Last Updated for UBWG 2026 Call 2