

Professional Development Grant Assessment Rubric

Proposal Title _____

Research Incentive Grant () Research Development Grant () Learning Technology Grant ()

GENERAL FORMAT				<i>Circle a rating score.</i>	
0-Incomplete	1-Unsatisfactory	2-Marginal	3-Satisfactory	4-Highly Effective	Rating = 0 1 2 3 4
The proposal does not include all of the required elements as defined by the Format requirements.	The format elements are included but are incorrect or incomplete.	The format elements are included but do not clearly articulate the major elements of the proposal.	The format elements are included articulate the major elements of the proposal.	The format elements are comprehensive, articulate the major elements of the proposal, and are persuasive to the reader.	
GENERAL - Demonstration of Need and Significance					
0-Incomplete	1-Unsatisfactory	2-Marginal	3-Satisfactory	4-Highly Effective	Rating = 0 1 2 3 4
No attempt was made to demonstrate the need for the project in the College	The needs statement was inappropriate, unclear, and did not support the mission and goals of the College.	The needs statement supported the mission of the College but was not supported by objective data or qualitative measures.	The needs statement supported the mission of the College and was supported by objective data or qualitative measures.	The needs statement supported the mission of the College, was supported by objective data or qualitative measures, was highly persuasive, and was supported by current research.	
PROJECT DESIGN - Objectives					
0-Incomplete	1-Unsatisfactory	2-Marginal	3-Satisfactory	4-Highly Effective	Rating = 0 1 2 3 4
No objectives were provided for the project.	The objectives that were provided were inappropriate, unclear, and difficult to measure.	The objectives that were provided were appropriate to the project but unclear or difficult to measure.	The objectives that were provided were appropriate, clear and measurable.	The objectives that were provided were appropriate, clear, measurable, articulate and reflected a comprehensive approach to accomplishing the project's goals.	
PROJECT DESIGN - Methodology					
0-Incomplete	1-Unsatisfactory	2-Marginal	3-Satisfactory	4-Highly Effective	Rating = 0 1 2 3 4
No program design or methodology was provided.	The methodology was inappropriate, unclear, and did not demonstrate how the project's goals and objectives would be accomplished.	The methodology was appropriate, but provided only slight or moderate insight into how the project's goals and objectives would be accomplished.	The methodology was appropriate, and provided a comprehensive insight into how the project's goals and objectives would be accomplished.	The methodology was appropriate, provided a comprehensive insight into how the project's goals and objectives would be accomplished, and included graphic organizers that depicted major narrative topics.	
GENERAL PROGRAM EVALUATION					
0-Incomplete	1-Unsatisfactory	2-Marginal	3-Satisfactory	4-Highly Effective	Rating = 0 1 2 3 4
No program evaluation was provided.	The program evaluation was inappropriate, unclear, and did not demonstrate how the project's goals, objectives and methodology would be assessed.	The program evaluation was appropriate, but did not assess clearly all of the project's goals, objectives or methodology.	The program evaluation was appropriate, assessed clearly all of the project's goals, objectives and methodology.	The program evaluation was appropriate, assessed clearly all of the project's goals, objectives and methodology. In addition, the Program Evaluation tied together all program elements in a clear and consistent manner.	
BUDGET					
0-Incomplete	1-Unsatisfactory	2-Marginal	3-Satisfactory	4-Highly Effective	Rating = 0 1 2 3 4
No budget was provided.	The budget was inappropriate, unclear, and did not support the mission and goals of the College.	The budget was appropriate to the goals of the project but lacked sufficient detail or was not comprehensive in scope.	The budget was appropriate to the goals of the project, provided sufficient detail.	The budget was appropriate to the goals of the project, provided sufficient detail and persuaded the reader that the project made effective use of its resources.	
POTENTIAL FOR EXTERNAL FUNDING					
0-Incomplete	1-Unsatisfactory	2-Marginal	3-Satisfactory	4-Highly Effective	Rating = 0 1 2 3 4
No evidence that external funding is likely.	The likelihood for external funding is limited.	There is some evidence of external funding for this proposal.	Likely external funding agencies have been identified.	External funding agencies have been identified and the PDG is aligned with agency objectives and guidelines.	

TOTAL SCORE: _____ **RECOMMENDATION:** _____ **Fund as Proposed** _____ **Conditional Funding (see notes)** _____ **Revise and Resubmit (see notes)** _____