



Paul Lee Professional Development Mini-Grant Scoring Rubric

Lead Applicant Name: _____

Semester: **Fall** **Spring** **Summer**

Project Title: _____

Criterion	Well Below Expectations 0	Below Expectations 1	Meets Expectations 2	Exceeds Expectations 3	More than Exceeds Expectations 4	Score
Project Abstract	Abstract is not included	Abstract is brief and gives very little description	Abstract is clear and easy to understand	Abstract is clear, easy to understand and links to VCCS strategic plan.	Abstract is clear, easy to understand, and gives specific details that include desired benefits to VCCS	
Goals and Objectives	Goals and Objectives are not included	Goals and Objectives are brief with little description	Goals and Objectives are clear and easy to understand	Goals and Objectives are clear, easy to understand and gives specific details	Goals and Objectives are clear, easy to understand and give specific details that include desired benefits to VCCS	
Speakers/Presenters	Speakers/Presenters are not included	Speakers/Presenters info is brief and gives very little description	Speakers/Presenters info clear and easy to understand	Speakers/Presenters info is clear, easy to understand and gives specific details	Speakers/Presenters info is clear, easy to understand and gives specific details that include desired benefits to the VCCS	
Anticipated Outcomes	Outcomes are not included	Outcomes are brief with little description	Outcomes are clear and give specific details on who and how the VCCS will benefit from the project	Outcomes are clear, easy to understand and give specific details on who and how the VCCS will benefit from project while linking to the	Outcomes are clear, easy to understand and give specific details on who and how the VCCS will benefit from project that links to the VCCS mission and to specific strategic goals	

Scorer: _____

Applicant Name(s): _____

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				VCCS mission		
Collaboration	Collaboration is not included	Collaboration is not clear	Collaboration is logical and clear.	Collaboration is logical and clear and gives specific details	Collaboration is logical and clear, easy to understand and give specific details that are linked to the VCCS mission	
Assessment	Assessments are not included	Assessments are brief with little description	Assessments are logical and easy to understand	Assessments are logical, easy to understand and gives specific details	Assessments are logical, easy to understand and gives specific details that link to project outcomes	
Agenda	Agenda is not included	Agenda is brief with little description	Agenda is logical and easy to understand	Agenda is logical, easy to understand and gives specific details	Agenda is logical, easy to understand and gives specific details that link to project outcomes	
Budget	Budget is not included	Budget is incomplete	Budget is clear and complete	Budget is clear and includes supporting documents	Budget is clear, includes supporting documents and is fully itemized	
Value of Project to the VCCS	Project is too brief to capture the value to VCCS	Project is brief and does not link to the VCCS mission/strategic plan	Project is logical and clear, but does not link to VCCS mission/strategic plan	Project is logical, clear and links to VCCS mission/strategic plan	Project is logical, links to VCCS mission and may have a direct impact on VCCS mission/strategic goals	
Total						
Average						

Scorer: _____
 Revised June 2014

Applicant Name(s): _____

Project Title: _____

Additional Comments: