

## Paul Lee Professional Development Mini-Grant Scoring Rubric

Lead Applicant Name: \_\_\_\_\_

Project Title: \_\_\_\_\_

Semester:      Fall      Spring      Summer

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

Revised June 2017

Lead Applicant Name: \_\_\_\_\_

Project Title: \_\_\_\_\_

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

Scorer: \_\_\_\_\_  
Revised June 2017

**Lead Applicant Name:** \_\_\_\_\_

**Project Title:** \_\_\_\_\_

**Additional Comments:**