

## Paul Lee Professional Development Mini-Grant Scoring Rubric

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

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

Semester:      Fall      Spring      Summer

Criterion	Well Below Expectations 0	Below Expectations 1	Meets Expectations 2	Exceeds Expectations 3	More than Exceeds Expectations 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:**