**UHCC Proposal Rubric Form**

[ ] **ATD** [x] **Developmental Education** [ ] **Financial Aid** [ ] **Part Time Student Initiative**

**Name of Project:** Click here to enter text. **Rubric Completed By:** Click here to enter text. **TOTAL SCORE:** Click here to enter text.

**Instructions:** **Please complete the rubric, including detailed and constructive recommendations for revision or rationale for score. If you select “does not meet,” please circle the criteria that is missing from the proposal; if you select “meets,” please confirm ALL of the listed criteria is addressed adequately in the proposal.**

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| --- | --- |
| **GUIDELINE** | **SCORE AND COMMENTS** |
| **1. PROJECT SUMMARY****0 Point** * Inadequate description of actions to be taken and resources needed and/or
* Little or no data supporting need for project presented and discussed and/or
* Inadequate explanation re shortening of time and/or
* If continuation project, failure to include prior year’s outcomes.

**1 Point** * Adequate description of actions to be taken and resources needed and
* Adequate data supporting need for project presented and discussed and
* Adequate explanation re shortening of time and
* If continuation project, adequate inclusion of prior year’s outcomes.

**2 Points** * More than adequate description of actions to be taken and resources and
* More than adequate data supporting need for project presented and discussed and
* More than adequate explanation re shortening of time and
* If continuation project, more than adequate inclusion of prior year’s outcomes.
 | **SCORE** | **RECOMMENDATIONS/RATIONALE** |
| **2. Effectiveness indicators/ outcomes and benchmarks****0 Point** * Lack of clarity or consistency re effectiveness indicators/outcomes and/or
* Lack of clarity or consistency re benchmarks (numeric and percentage)

**1 Point** * Adequate explanation of effectiveness indicators/outcomes and
* Adequate explanation of benchmarks (numeric and percentage)

**2 Points*** More than adequate explanation of effectiveness indicators/outcomes and
* More than adequate explanation of benchmarks (numeric and percentage)
 | **SCORE** | **RECOMMENDATIONS/RATIONALE** |
| **3. BACKGROUND RESEARCH****0 Point** * Little or no research presented and/or
* Inadequate citation

***1* point*** Adequate research presented and
* Adequate citation
 | **SCORE** | **RECOMMENDATIONS/RATIONALE** |
| **4. Relationship to campus and UHCC strategic plans****0 Point** * No reference to campus and/or UHCC strategic plan and/or
* No explanation of relationship of project to campus and/or UHCC strategic plan

**1 Point** * Adequate reference to campus and UHCC strategic plans and
* Adequate explanation of relationship of project to campus and UHCC strategic plans
 | **SCORE** | **RECOMMENDATIONS/RATIONALE** |
| **4. Scalability****0 Point** * Inadequate discussion of scalability

**1 Point** * Adequate discussion of scalability

**2 Points*** More than adequate discussion of scalability
 | **SCORE** | **RECOMMENDATIONS/RATIONALE** |
| **5. SUSTAINABILITY****0 Point** * Inadequate discussion of sustainability

**1 Point** * Adequate discussion of sustainability

**2 Points*** More than adequate discussion of sustainability
 | **SCORE** | **RECOMMENDATIONS/RATIONALE** |
|  | **TOTAL SCORE** | **ADDITIONAL COMMENTS** |