



## Paul Lee Professional Development Mini-Grant Scoring Rubric

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

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

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

Criterion	Well Below Expectations <b>0</b>	Below Expectations <b>1</b>	Meets Expectations <b>2</b>	Exceeds Expectations <b>3</b>	More than Exceeds Expectations <b>4</b>	Score
<b>Project Abstract</b>	<b>Abstract</b> is not included	<b>Abstract</b> is brief and gives very 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 give 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 very little description	<b>Speakers/Presenters</b> info clear and easy to understand	<b>Speakers/Presenters</b> info is clear, easy to understand and gives specific details	<b>Speakers/Presenters</b> info is clear, easy to understand and gives specific details that include desired benefits to the 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: \_\_\_\_\_

Applicant Name(s): \_\_\_\_\_

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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 and 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 gives 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 gives specific details	<b>Agenda</b> is logical, easy to understand and gives 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 documents	<b>Budget</b> is clear, includes supporting documents and is fully itemized	
<b>Value of Project to the VCCS</b> TRIPLE WEIGHT SCORE	<b>Project</b> is too brief to capture the value to VCCS	<b>Project</b> is brief and does not link to the 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 (total divided by 11)</b>						

Scorer: \_\_\_\_\_

**Applicant Name(s):** \_\_\_\_\_

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

**Additional Comments:**