

Microgrant Review Rubric

	Relevant to advisement and/or career development	Plan to Share Content	Plan to Implement Project, Initiative, Etc.	Presenting at Event	Need for Additional Funding to Attend
Excellent (3)	A clear and detailed connection between the event/conference and advisement and/or career development goals is described	A clear and detailed plan to share content with the advisement community is outline including modality, timeline, etc.	Proposal includes clear goals and plans for project/initiative implementation are addressed including student population, stakeholders, timeline, etc.	Applicant's presentation proposal has been accepted at the event/conference	Applicant has applied for various funding sources including internal and externals scholarships, and department/college/unit funding
Good (2)	The connection between the event/conference and advisement and/or career development goals is acknowledged but not fully described	A commitment to share content is made, but details of the modality, timeline, etc. are incomplete	Proposal includes goals for project/initiative implementation, but plans including student population, stakeholders, timeline, etc. are incomplete	Applicant submitted a presentation proposal and has not heard back or was not accepted	Applicant has applied for departmental/college/unit funding
Satisfactory (1)	There is a connection to advisement and/or career development goals, but is not expanded on in the proposal	A commitment to share content is made, but details of the modality, timeline, etc. are not addressed	Proposal includes goals for project/initiative implementation but details such as student population, stakeholders, timeline, etc. are not addressed	Applicant did not submit a presentation proposal for the event	Applicant has not applied for any other sources of funding
Not Addressed (0)	There is no obvious connection and none is made between the event/conference and advisement and/or career development goals	No commitment to share content is made	Proposal does not include plans for project/initiative implementation	Applicants will not be penalized if the event/conference was not accepting presentation proposals. Please indicate this in the proposal	No budget is and funding source information is included in the proposal
Category Total					