

Rubric for Lougheed Applied Learning Grant Proposals¹

Minimum Requirements:

- Effect on Applied Learning/high impact learning activities must be present. If the score on evaluation area #3 is judged to be a zero by the majority of the committee, the application will be considered ineligible.
- Linkage to the campus and/or unit strategic goals must be present. If the score on evaluation area #5 is judged to be a zero by the majority of the committee, the application will be considered ineligible.
- Breakdown of expenses must be clear and must include a narrative if individual budget items and/or the budgetary link to impact on faculty and students is unclear. If the score on evaluation area #6 is judged to be a zero by the majority of the committee, the application will be considered ineligible.
- Out of respect for the time of all involved, particularly the volunteer review committee members, we ask you to take the extra time to hone your responses to meet the required word limits. If the word counts are exceeded, the application will be considered ineligible.
- Projects that are not eligible for funding from other campus sources of support will be considered a higher priority than those that have the potential of other funding sources.

Evaluation Area	Criteria for each rating				Weight	Points
	0	1	2	3		
1. Description of activity	Unclear and under-developed	Clear, but under-developed	Clear and fully developed	Perfectly clear and well-articulated description of project activities	x2	
2. Outcomes for faculty	No impact on faculty professional development, teaching, or other scholarly activity	Some impact on faculty professional development, teaching, or other scholarly activity suggested, but unclear	Clear impact on faculty professional development, teaching, or other scholarly activity	Clear and strong impact on more than one of the following categories: faculty professional development, teaching, or other scholarly activity	x3	
3. Improves faculty ability to facilitate student participation in high impact and Applied Learning activities	No effect on high impact or applied learning activities	Links between activity and high impact/applied learning experiences are unclear or implied	Links between activity and high impact/applied learning experiences are clear but not fully developed	Links between activity and high impact/applied learning experiences are very clear and tenable	x3	

¹ Revised 09/2021

4. Breadth ² and longevity ³ of the potential impact	Breadth and longevity of impact is unaddressed or unclear	Impact is narrow and short term	Impact is either <ul style="list-style-type: none"> • moderate in breadth & longevity, • high impact and short term, or • narrow impact with long term applications 	Impact is broad and long term	x2	
5. Alignment with campus and/or unit strategic goals	No specific campus and/or unit goals are referenced	Campus and/or unit goals referenced, but unspecified	Campus and/or unit goals specified, but alignment is unclear	Campus and/or unit goals specified and alignment is clearly explained	x3	
6. Clarity and comprehensiveness of the budget	Budget unexplained (no budget narrative) or unclear (no details or breakdown of expenses)	Budget is either missing a rationale for the expenses or the link between the budget and the impact on faculty & students is unclear	Provides a clear link between budget expenses and impact to faculty & staff as well as a clear rationale but includes no supporting evidence for those numbers	Provides an overall dollar figure, details and breakdown of that number, valid supporting evidence for those numbers, and a clear budget rationale including direct links to faculty and student impact	x1	
7. Fiscal sustainability of the project (e.g., installation, lifespan, maintenance, consumables, training); impact on other units	Budget narrative does not consider any aspects of implementation (e.g. other expenses that could be incurred and/or impact on other units) and/or sustainability costs (if applicable) for recurring projects are not addressed ⁴	Budget narrative does not consider all possible aspects of sustainability and implementation; appropriate letters of support not included	Budget narrative considers most aspects of implementation and costs related to sustainability; some appropriate letters of support included	Budget narrative considers all possible aspects of implementation and the project's sustainability; all appropriate letters of support included	x1	

² Please note: breadth does *not* mean the quantity of students but rather the impact across a single faculty member's teaching load. Thus, this is about the impact on both the faculty member(s) and the students they will impact.

³ For single occurrence activities, return on investment may be an effective way to clarify the value of impact, since the longevity will be brief.

⁴ If this is a recurring event, trip, or project, sources for sustained funding must be identified or this Evaluation Area will be scored a zero. Similarly, to achieve a "3" in this category, a clear sustainability plan must be included.

8. The Zing Factor of the proposal for unique or exciting projects that spark your imagination	The project is lacking particularly innovative or creative components	Components of the proposal have the potential of being unique or innovative	The project is innovative or unique	The project is innovative, unique, and inspiring	x1	
TOTAL (out of 48 maximum)						