

Lead Applicant (Author, Primary Investigator, etc.):

Lead Applicants' Department and College:

Grant Proposal Title:

Grant Proposal Rubric
Faculty Honors and Grants Committee

These guidelines are designed with two major goals, (1) to provide committee members with a structured way to evaluate grant proposals, and (2) to standardize (as much as possible) the way committee members rate grant proposals. Questions 1 thru 5 do not incur points, as these represent either basic information or requirements that all grant applicants should follow. For the remaining questions, assign points that reflect how well the author has addressed the question (see 7-point scale below). The maximum number of points available is 42.

Below Expectations: 1-2

Meets Expectations: 3

Exceeds Expectations: 4-5

Truly Exceptional: 6-7

1. Does the proposal follow the guidelines? Yes/No

 2. Was the Lead Applicant hired within the last year? Yes/No

 3. Has the Lead Applicant previously received a faculty research grant? Yes/No

 4. What is the faculty rank of the Lead Applicant? (Tenured? Tenure Track?)
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Points

- 5. Was the project summary clear, understandable, and did it accurately describe the project? _____
- 6. Were the project goals, objectives, timeline, and/or key milestones clearly defined? _____
- 7. Was the importance or significance of the project justified well with respect to the Lead Applicant's discipline? _____
- 8. Are the procedures, methods, strategies, and activities clear, understandable, and complete? _____
- 9. Does the budget align with the project goals and guidelines? (i.e. Individual line items have justifications, etc.) _____
- 10. Overall merit of the proposal (e.g., writing style, clarity, grammar, completeness.) _____

Total Points _____
(Maximum 42)