

Assessment Criteria for BAC Research Grants

(rubric provided on next page)

Criteria Assessed with Weighted Percentages for Assessment

- **Program Statement—80%**
 - **Rationale for Project & Future Implications (20%)** —Need for the project in the current field of study, significance of the project for current and future studies. How the project can contribute to faculty research, as well as to the field at large.
 - **Review of Literature / Relevant Background (15%)** —For research projects, complete, relevant, and accurate literature review; for creative projects, discussion of the relevant history or tradition.
 - **Objectives (15%)** —Objectives of the project; expected outcomes.
 - **Methodology (Processes, Measures, Analysis) (20%)** —Processes applicants will use to achieve objectives including the creative process and/or how data will be collected, used, and analyzed.
 - **Timeline (5%)** – Anticipated timeline for the proposed project. Should detail how the work will be completed over the grant period.
 - **External Funding (if applicable)**—How research completed through this grant will create opportunities for future external funding.
 - **References and bibliography (5%)** —A list of all relevant references cited in the application and, if it is useful, a complete bibliography. This section is not part of the Program Statement and is not included in the five-page limit.
 - **Progress since last grant (if applicable)**—Describe progress on previous internal funding.
- **Budget and Budget Justification—20%**—Itemized budget; justification of expenses.

Additional considerations may include—1) first time applicant, 2) direct costs such as funds needed for equipment, travel, and supplies, 3) pre-tenure/promotion, and 4) history of meeting objectives if previously funded.

	Does Not Meet Requirements (0)	Approaches Requirements (1)	Meet Requirements (2)	Exceeds Requirements (3)	Score
Rationale for project/ future implications (20%)	No rationale or future implications included	Incomplete or unclear rationale or future implications	Realistic and clearly stated rationale and future implications	Compelling rationale for need and future implications	
Review of literature/ relevant background (15%)	No relevant literature	Mostly relevant literature; Incomplete or incorrect references	All relevant literature; Mostly complete and correct references	All relevant literature; Complete and accurate references	
Objectives (15%)	No objectives identified	Incomplete or unclear objectives	Realistic and clearly stated objectives	Realistic and clearly stated objectives with detail	
Methodology (processes, measures analysis) (20%)	No process, measures or analysis included	Brief description of process, measures and analysis as appropriate	Complete description of process, measures and analysis as appropriate	Complete and comprehensive description of process, measures and analysis as appropriate	
Timeline (5%)	No timeline included	Timeline is incomplete or unreasonable	Timeline is complete and reasonable	Timeline is complete, reasonable, and thorough	
External funding (if applicable)	No opportunity for external funding included	Brief mention of external funding	Includes overview of external funding	Provides specific examples of possible external funders	
References and bibliography (5%) not included in 5-pp limit	No references included	Incomplete list of cited references	Complete list of cited references but limited in scope	A list of all relevant references cited in the application and, if it is useful, a complete bibliography	
Progress on previous funding (if applicable)	No progress included or no progress has been made	Progress is not well defined or very little progress has been made	Progress is explained and meets minimum goals of earlier proposal	Progress is clearly explained and meets or surpasses expectations from earlier proposal	
Budget and Budget Justification (5%)	No itemized budget or justification for expenditures	Vaguely addressed itemized budget or justification for expenditures	Complete itemized budget; Major expenditures include basic justification	Complete itemized budget; Thoroughly addressed each expenditure with clear justification; Direct costs versus stipends	
Priority Considerations					
Final Score					
Additional Comments:					