FURSCA Summer Proposal Evaluation Rubric

Criteria	Exceptional (1)	Very Good (1.5)	Average (2)	Fair (2.5)	Poor (3)
Cover Page & formatting	The abstract is 100 words or less and is understandable by the non-expert. All IRB and IACUC requirements are met or in process. The budget is clearly itemized and explained. The cover letter is formatted to one page. All formatting requirements are met: font size, spacing, headings for section, limited use of bullet points.		The abstract needs further clarification or is over the limit. The budget is itemized, but requires some explanation. Formatting requirements are only partially met.		The abstract is not understandable. The budget is not itemized. The proposal needs IRB or IACUC but it is clearly not started. The cover page is over the one-page limit. Very few if any formatting requirements are met.
Project Introduction	Description is clear, concise, and easy to understand. Even a non-expert can understand the purpose and/or topic that will be studied.		Description is generally adequate but some aspects are vague and need further clarification or explanation.		It is unclear what is being proposed.
Research Question or Creative Goal	The goals or objectives of the project are clearly stated and described		The goals or objectives of the project are comprehensible but need further refinement/clarification.		The goals or objectives of the project are not clearly stated or are nonexistent.
Methodology and Design	The methodology, processes, or procedures that will be used to complete the project are clearly described and appropriate and manageable		Further clarification of the methodology/design is needed.		The proposal is lacking any explicit or implicit description of the methodology, processes, or procedures.
Outcomes	The project outcomes (not just thesis/presentations) are clearly		The project outcomes are not clear or only a		Lacking outcomes. Presentation at the Elkin Isaac Symposium is not

	stated and appropriate. In addition, presentation at the EI symposium is indicated		thesis/presentation is mentioned.		indicated.
Timeline	Detailed information on what a typical day looks like or a week-by-week account of how work will be completed is included.		The timeline is outlined but does not clearly describe which activities will be completed or when.		Proposal has no timeline of activities, or the timeline is not suitable for the activities.
Faculty Support Letter	Provides strong support and evidence of the student's preparation and ability to complete the project. Clearly describes the mentor's role.		Support is general with little enthusiasm and some evidence of the student's preparation and ability to complete the project. Vaguely describes the mentor's role.		Missing or the mentor's role is not mentioned.

Is the budget itemized? Yes or No

Has the IRB or IACUC process started? Yes or No