

**Newcastle Education Foundation
RUBRIC for MINI-GRANT PROJECTS**

	3	2	1	Score
Project Goals	Goals for the project are clearly described and thoroughly documented; proposal supports the NEF goals and objectives.	Project's purpose is stated and some evidence of need is provided. The proposal aligns with the NEF goals and objectives.	Project's purpose is unclear or does not address stated NEF goals and objectives.	
Project Design	Strong and innovative project design with procedures and activities that are well defined, fully explained, and link to project goals.	Adequate project design with procedures and activities that are defined but project is somewhat unclear. Not clearly linked to project goals or lacks innovation.	Project design is vague and not clearly lined to project goals or innovative.	
Use of Exemplary Practices	Project identifies appropriate exemplary practices and clearly relates those practices to the project goals.	Project identifies exemplary practices but has not drawn clear connection to the project goals.	Project does not identify appropriate exemplary practices or has not related these practices to the project goals.	
Plans for Project Evaluation and Participant Assessment	Proposal includes a variety of methods to assess participants and evaluate the project.	Proposal includes at least one method to assess participants or evaluate the project.	Proposal does not include any methods to assess participants or evaluate the project.	
Collaboration	Proposal includes a well-defined plan identifying appropriate collaborative partners, each of which add value to the program.	Proposal shows some indication of appropriate collaborative partners.	Critical project partner is missing from the project plans or at least one collaborative partner's contribution to the project is unclear.	
Budget	Budget is complete and contains all required information. Budget is cost effective and linked to activities and outcomes.	Budget is complete but is not cost efficient and/or related to activities and outcomes.	Budget lacks required information or includes unallowable expenditures.	
Total Points				

- Recommended for full funding
- Should be funded in accordance with available resources
- Proposal incomplete or ineligible for NEF funding

Reviewer Comments: