ESAC Career Development Grant Application Rubric

Applicant Name: ___________________________  Amount Requested: ___________________________  

Section 1:

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>0</td>
<td>4</td>
</tr>
</tbody>
</table>

1. All sections of the application are filled in completely; application is neat and organized.  
2. Supportive documentation regarding the development opportunity are attached to application.  
3. Applicant has not received a grant in the past 2 years.

Total Points out of 10:

Section 2:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Below Average 0-3 points</th>
<th>Average 4-6 points</th>
<th>Good 7-8 points</th>
<th>Excellent 9-10 points</th>
<th>Points Awarded</th>
</tr>
</thead>
</table>
| 1) Personal Statement                              | • The importance of the development opportunity is missing.  
• The personal statement is not well organized.  
• The importance of the opportunity is vague.  
• The personal statement is vague and lacks details.  
• The importance of the opportunity is present and aligns to the development opportunity.  
• The personal statement clearly outlines the development opportunity, and the description supports the desired outcome.  
• The importance of the proposed opportunity is compelling.  
• The application stands out among the other applicants. |
| 2) Benefits to career, unit, and College           | • The benefits are vague in all three areas of impact.  
• The description of benefits is vague for 2 out of 3 areas.  
• There is a detailed description of benefits for 2 out of 3 areas.  
• There is a detailed explanation and a compelling case that describes a significant benefit to the applicant, their unit, and the College. |
| 3) Budget information                              | • Budget information is vague.  
• No budget attachment or links.  
• Budget is provided, but lacks detailed itemization or reference to sources.  
• Detailed budget has been provided, with all expenses itemized.  
• If attachments are not submitted, a link is provided as an alternative to review references and sources in the budget information.  
• A detailed budget section is provided, with all expenses itemized.  
• Estimates for all expenses submitted as attachments. |

Enter awarded points for Criteria #1 __X 4 =

Enter awarded points for Criteria #2 __X 3 =

Enter awarded points for Criteria #3 __X 2 =

Enter total points awarded in Section 1 & 2 (100 points possible)

Evaluator Name: ___________________________  Recommendation: Approved  Denied  Amount Awarded: ___________________________