



EURēCA! GRANT CONFERENCE ATTENDANCE REVIEW RUBRIC

Conference Proposals: Scored out of 35	5	4	3	2	1
1) Development Goals: <i>What are professional & personal goals? How will this experience contribute to these goals?</i>	5: Exceptional detail, insight & clarity	4: Strong detail, insight & clarity	3: Some detail, insight & clarity	2: Little detail, insight or clarity	1: Key details missing, answer off target
2) Conference Information: <i>Includes details such as conferences name, location, title and type of presentation (if presenting).</i>	5: Exceptional detail, insight & clarity	4: Strong detail, insight & clarity	3: Some detail, insight & clarity	2: Little detail, insight or clarity	1: Key details missing, answer off target
3) Project Timeline: <i>Provide timeline with approximate dates of project milestones. Include anticipated conference attendance or presentations if relevant.</i>	5: Exceptionally clear and detailed timeline	4: Strong timeline, sufficient details	3: Some detail in timeline	2: Unclear timeline, lacking detail	1: Key details missing, answer off target
4) Budget Detail: <i>Specify spending of requested funds - If conference or travel funds, include breakdown of costs associated.</i>	5: Exceptionally clear & detailed budget	4: Strong budget, sufficient details	3: Some detail in budget	2: Unclear budget, lacking detail	1: Key details missing, answer off target
5) Mentor Letter of Support: <i>Could include assessment of proposed research, creative, or scholarly activity; description of how activity contributes to student(s)'s professional development; assessment of student(s)'s academic preparation; clarification of role as mentor</i>	5: Exceptionally clear letter of support	4: Strong letter of support	3: Some detail in letter of support	2: Lacking detail in letter of support	1: Letter missing or not positive letter
6) Academic Preparation: <i>Transcripts, mentor letter, gleaned from other answers</i>	5: Exceptionally prepared	4: Strongly prepared	3: Prepared	2: Lacking preparation	1: Not prepared
7) Overall Proposal Rank	5: Exceptional proposal, fund with no concerns	4: Strong proposal, fund	3: Good proposal, fund	2: Fund with concerns (include comments below)	1: Recommend do not fund