

IUPUI Mentoring Academy Program Track Rubric

Required Proposal Elements		
<i>This section is intended to help you work through the proposal and prepare for scoring.</i>		
Element	Description/Questions	Comments
Abstract	Describe purpose, methodology, assessment & sustainability plans in 500 words or less.	
Purpose & Goals	Who will benefit or be affected by this initiative?	
	What are the goals and desired outcomes of your proposal?	
	Frame these goals based on assessment of current status.	
	Are goals measurable and how will they be measured?	
	How are mentors/mentees identified?	
	Frame the hoped for change against current status.	
	What assessment evidence is there of the current status?	
Methodology/Intervention	Is the methodology/intervention based on best practice with evidence cited?	
	Is a project timeline outlined?	
	How will participants be recruited?	
	Is there a well-defined implementation plan?	
Budget	What is the total cost of the program?	
	What is the source of matching funds?	
Assessment Plan	Are a clear assessment process and measurement tools defined?	
Sustainability Plan	Is there a plan for sustaining the initiative?	
Scoring		
<i>Reflecting on your comments above, score the proposal on the following criteria. Additional comments are optional.</i>		
Evaluation Question	Comments	Score (1-3 with 3 being the high score)
Is the proposal well-organized and conceptually sound?		
Is the proposal based on best practice?		
Is the proposal feasible? Are timelines and resources anticipated and identified?		
Is the assessment plan sound?		
Does the proposal have the support of the unit? Consider both fiscal and human support.		
Is the sustainability plan sound?		
	<b>TOTAL SCORE</b>	<b>0</b>