

INITIAL CONSIDERATIONS RUBRIC

OFFICE OF SPONSORED INITIATIVES

When considering a potential project, use this rubric as an objective evaluation of its strengths and weaknesses that may impact development, implementation, and effectiveness.



Project: _____

Criteria	Measure			Score
Fit with Strategic Directions	0 - Does not fit	1 - Marginally fits	2 - Clearly fits and advances Strategic Directions	
Capacity to prepare an adequate proposal	0 - Staff cannot prepare an adequate proposal by submission deadline	1 - Staff can prepare an adequate proposal by submission deadline	2 - Staff can prepare a highly competitive proposal by submission deadline	
Financial obligation	0 - Requires significant investment of resources	1 - Requires marginal investment of resources	2 - Requires minimal investment of resources	
Provided funding will cover cost of project requirements	0 - Requirements exceed award funds	1 - Requirements are mostly covered by award funds	2 - Requirements are adequately covered by award funds	
Source of matching funds, if applicable	0 - Matching funds are not available	1 - Minimum matching funds are available	2 - Matching funds are available OR not applicable	
Expertise of relevant department	0 - Little expertise or project is within a completely new area	1 - Average expertise in project area	2 - Strong expertise in project area	
Project Director's available time for project	0 - Department cannot approve any PD time	1 - Department approves partial PD time	2 - Department approves full PD time	
Project sustainability	0 - Difficult to sustain	1 - Able to sustain with significant resources	2 - Able to sustain with minimal additional resources	
History and rapport with Awarding Agency	0 - STC is unknown to this agency and staff	1 - STC is known to this agency and staff	2 - STC has a well-developed relationship with this agency	
External partners, if applicable	0 - No suitable partners exist	1 - Potential partners exist and are identified	2 - Partners exist and are involved OR not applicable	
Total out of 20				