

**Student Engagement Fund Evaluation Rubric**

Criteria	Excellent (5 points)	Good (4 points)	Average (3 points)	Fair (2 points)	Poor/Does not meet (1 point)	Total
<b>Project Aims</b>	The project is <b>very well</b> explained and meets a <b>significant/multiple need(s)</b> that is not currently met by existing programming.	The project is <b>well</b> explained and meets a <b>clear need</b> for students.	The project is <b>adequately</b> explained. <b>There is a need</b> for the project however it would benefit from <b>further justification</b> .	Project is <b>not well explained</b> . The rational/need for the project is <b>unclear, vague, or too broad</b> .	The project <b>lacks meaningful description</b> . There is <b>no rational or need</b> expressed. The aims of the project are <b>undefined</b> .	/5
<b>Comments</b>						
<b>Relevance</b>	Project <b>clearly advances both goals of the fund</b> : promotes community <u>and</u> provides an opportunity for professional development.	The connection to the aims of the fund is <b>evident</b> . Project relates to at least <b>one goal of the fund</b> : a) project will promote community building or b) P.D. training.	Project has <b>some connection</b> to the goals of the fund: e.g. students will likely <b>gain some skills or knowledge</b> from participating in this project or <b>may expand their social network</b> .	Project has a <b>weak connection</b> to the goals of the fund. Project provides academic opportunities for students but does <b>not enhance their professional skills</b> . Allows for networking within <b>already established circles</b> .	Project has <b>little to no connection to the goals of the fund</b> . Does not provide training opportunities or networking for the McGill graduate community	/5
<b>Comments</b>						
<b>Audience</b>	The project is <b>interdisciplinary</b> (two or more departments/fields) and appeals to a <b>wide and diverse audience</b> or <b>large number</b> of students.	The project <b>benefits at least two communities</b> at McGill; reaches <b>moderate number</b> of students.	The project benefits a <b>single department or group</b> at McGill; will reach a <b>fair number</b> of students.	Project benefits a <b>limited number</b> of students; only <b>appeals to few</b> students.	Project <b>does not benefit the McGill community</b> ; <b>very few</b> students will be impacted by this project. Project is <b>not accessible to minoritized students</b> .	/5

Comments						
Timeline and execution	The timeline and execution of the project is <b>detailed</b> and <b>very well explained</b> , and the project can be <b>easily achieved</b> within the time frame specified.	The timeline and execution of the project are <b>well and clearly explained</b> . The project can <b>likely be achieved</b> in the time frame.	The timeline and execution of the project are <b>sufficiently described</b> . Seems <b>generally achievable with minor changes</b> or a <b>more detailed plan</b> .	Timeline and execution of the project are <b>vague</b> or <b>lacking important details</b> . Project needs <b>considerable revision</b> to be realized in the time frame specified.	Timeline and execution of the project are <b>missing</b> from the proposal or <b>incoherent</b> . The project design is <b>not achievable</b> / the project <b>does not seem feasible</b> within the time frame.	/5
Comments						
Budget	There is a <b>clear rational</b> for the use of funds and the budget is <b>well detailed</b> ; allocation of funds is <b>optimal for best delivery</b> of the project.	The use of funds <b>makes sense</b> , and the budget is <b>sufficiently detailed</b> ; funds are appropriately allocated.	The budget <b>needs some work</b> ; use of funds is <b>not optimal but makes general sense</b> . Budget <b>lacks detailed breakdown</b> .	Use of funds is <b>inappropriate</b> ; budget <b>needs to be revised</b> . Not clear how the funds will be spent.	Budget is <b>unrealistic</b> and use of funds is <b>unjustified</b> /budget is <b>missing</b> from the proposal.	/5
Comments						
Total score						/25