



For office use only
 Date received: _____

STUDENT EQUITY and ACHIEVEMENT PROGRAM (SEAP) CATEGORICAL FUNDING REQUEST SCORING RUBRIC

Project Name/Project #:	Project cost:
Submitted by:	Department:

Criterion (Score 0 if element is absent)	Below Expectations (1)	Meets Expectations (2)	Exceeds Expectations (3)	Score
A. Project Description and Budget (Request Form Question 1)	Project Description and Budget is not defined or sustainable.	Project Description and Budget is clearly defined.	Project Description and Budget is clearly defined with a plan for sustainability.	
B. Outcome/Goal - Project addresses goals identified in the SEAP Plan Goals AND Guided Pathways Metrics (Request Form Questions 2)	Outcome is not achievable and does not fit in with the goals of the SEAP Plan AND Guided Pathways.	Outcome is clear, but may not support the goals of the SEAP Plan AND Guided Pathways.	Outcome is clear and supports the goals identified in the SEAP Plan AND Guided Pathways.	
C. Project focus on target groups (Request Form Question 3)	It is unclear how the program will directly impact equity target groups.	Strategies are identified to impact equity target groups.	Strategies are plainly identified to impact equity target groups and uses evidence-based strategies.	
D. Activity connected to Program Review (Request Form Question 4)	It is unclear how the activity is connected to Program Review.	Identifies how activity is connected to Program Review.	Identifies how activity is connected to Program Review and uses proven strategies.	
E. The metric and measures are connected to the Equity Integrated Plan Goals AND GP Metrics, used dashboards, and stated how it will be measured (Request Form Questions 5 & 6)	The metric and measures does not adequately connect with SEAP Goals and GP Metrics. No dashboard data identified and does not state how it will be measured.	There is some alignment of the metric and measures with SEAP Goals and GP Metrics. Insufficient dashboard data, and somewhat states how it will be measured.	The metric and measures clearly aligns with SEAP Goals and GP Metrics. Properly identifies dashboard data, and clearly states how it will be measured.	
F. Overall: Project Feasibility & Impact	Proposal incomplete, lacks clarity, and seems difficult to implement.	Proposal has information gaps, yet general purpose is clear. Implementation is viable.	Proposal is complete, clear, and compelling. Shows great promise.	
TOTAL				

Reviewed by (print name):	Reviewer signature:
Department:	Date:

Comments: