

# LEF Proposal Evaluation Rubric

Criteria	Not Evident/ Submitted (0)	Does Not Meet Expectations (1)	Meets Expectations (2)	Exceeds Expectations (3)
<b><i>Purpose, Impact, and Outcomes of the Project</i></b>				
<b><i>Project purpose</i></b>			The purpose and need are clearly stated, and consistently supported throughout the application.	
<b><i>Project Outcomes aligned with activities and assessments.</i></b>			Outcomes of the project are aligned with the purpose, realistic within the timeline, and highlight the impact on teaching and learning.	
			Each outcome clearly states how it will be measured/assessed, and is aligned with appropriate activities / processes / methodologies.	
<b><i>Overall Impact of Project and alignment with LEF objectives</i></b>			Project goals are clearly aligned with LEF objectives and describe how the project aligns with and advances institutional priorities related to Teaching and Learning	
			The enhancement or impact on teaching and learning is believable and realistic. (The intended impact is likely to be achieved).	

**Supporting Evidence**

<p><b><i>Grounded in evidence that defines the Teaching and Learning gap, problem, or issue identified.</i></b></p>			<p>The proposal is sufficiently informed by peer review and/or best practice evidence and works in Teaching and Learning, to define the gap, problem or issue that will be addressed.</p>	
<p><b><i>Project purpose, activities / processes are aligned with provided evidence</i></b></p>			<p>Supporting evidence provided is well aligned to the proposed purpose, outcomes and activities / processes / methodologies.</p>	
<p align="center"><b>Activity / Process / Methodology and Project Timeline</b></p>				
<p><b><i>Project activities / processes feasible, and appropriate</i></b></p>			<p>The project activities and methods are clearly described, feasible, and appropriate to the purpose of the project.</p>	
<p><b><i>Analysis aligned within the proposal</i></b></p>			<p>The analysis proposed appears achievable and is well aligned to methods, outcomes, and impact of the project.</p>	

<b>Data collection processes and storage are clear</b>			The gathering and managing of any data gathered is clearly described and as applicable outlines: informed consent; confidentiality; data management and usage. Please indicate if an REB application that covers these details has already been approved.	
<b>A timeline with achievable milestones/action items clearly outlined</b>			The proposed timeline of activities for the project is clearly described (including dates) and is achievable within the LEF funding period	
<b><i>Budget and Additional Requirements Included in Proposal</i></b>				
<b>The proposed budget is appropriate and defensible</b>			Each line item in the proposed budget includes a strong rationale, including a detailed breakdown of hours for personnel (RA's, students, etc.) and is aligned with specific activities supporting the project.	
<b>Contributions of co-investigators are described.</b>			All Co-Investigators have signed the proposal, and their specific roles/contributions are clearly stated (if applicable).	
<b>Letters of support provided.</b>			Letters of support from all collaborators (if applicable) are well aligned with the objectives of the project described.	