

## Grants-in-Aid of Scholarship and Research

### Proposal Evaluation Rubric

Truman's Office of Student Research defines research as an inquiry or investigation conducted by a student that makes an original intellectual or creative contribution to the discipline (Council on Undergraduate Research). The Office of Student Research uses the term 'research' to refer to research, scholarship, and creative inquiry across all disciplines.

Criteria	Exceptional	Very Good	Average	Fair	Poor
<b>Contribution to broader scholarship</b>	(4) The proposal provides a review of previous work that places this project into the context of how it will advance knowledge and benefit society.	(3) The proposal provides a review of previous work that places this project into the context of how it will advance knowledge and benefit society but could benefit from minor fine-tuning.	(2) The proposal provides a review of previous work, but it is unclear how this project advances knowledge or benefits society.	(1) The proposal provides a limited review of previous work.	(0) Does not include a review of previous work.
<b>Project goals &amp; objectives</b>	(4) The goals and objectives of the project are clearly stated in non-technical language for a multi-disciplinary audience.	(3) The goals and objectives of the project are stated in non-technical language but could benefit from minor fine-tuning.	(2) The goals and objectives of the project are stated but use technical language or need further refinement.	(1) The goals and objectives of the project are insinuated but are not explicitly stated.	(0) The goals or objectives of the project are not included.
<b>Methodology and design</b>	(8) The project steps, design, and/or methodology are clearly outlined in non-technical language for a multi-disciplinary audience.  Based on the description, the approach seems feasible for the project and aligns with the project goals and objectives.	(6) The project steps, design, and/or methodology are outlined with any technical terms clearly explained but could benefit from minor fine-tuning or further explanation.  Based on the description, the approach seems feasible for the project and aligns with project goals and objectives.	(4) The project steps, design, and/or methodology are outlined, but some aspects are vague and need further explanation or may use unexplained technical terms.  Further explanation is needed to show how this project is feasible or how it aligns with project goals and objectives.	(2) The project steps, design, and/or methodology are insinuated but not explicitly stated or are difficult to follow due to highly technical language.  Further explanation is necessary to show how this project is feasible and how it aligns with project goals and objectives.	(0) Lacking any description of the project steps, design, and methodology that will be used.

<b>Timeline</b>	(4) The timeline clearly shows when all major project-described activities will be completed.	(3) The timeline shows when all major project-described activities will be completed.	(2) A timeline is included but it is unclear what activities will be completed or when.	(1) A timeline is insinuated but it is unclear what activities will be completed and when.	(0) No timeline of activities is included or the timeline is clearly not suitable for the activities described.
<b>Educational benefits</b>	(4) Student motivation and professional goals are explained and the statement clearly reflects how this research project will help the student meet those goals.	(3) Student motivation and professional goals are explained and the statement generally describes how this project can help the student meet the goals.	(2) Statement outlines the student's professional goals and motivation but does not describe how they are connected to the project.	(1) It is not clear what the student's motivation or professional goals are.	(0) No statement is included.
<b>Budget</b>	(4) Expenses relevant to the project are clearly listed and justified and expenses are allowable based on OSR guidelines.	(3) Expenses relevant to the project are listed and justified, and expenses are allowable based on OSR guidelines.	(2) Expenses allowable based on OSR guidelines are listed; however, relevance to the project or justification is unclear.	(1) The budget may not list all items or item relevance and justification may not be included.	(0) Budget lists expenses that are not allowed based on OSR guidelines or no budget is included.
<b>Proposal structure, length &amp; completeness</b>	(4) The proposal is clear, concise, and easy for a multi-disciplinary audience to understand. It is complete and meets the page limit, is very well written, and is easy to follow.	(3) The proposal is written so a multi-disciplinary audience can understand. It is complete and meets the page limit, and is written with no errors.	(2) The proposal includes technical language that makes it difficult for a multi-disciplinary audience to understand. It is complete and meets the page limit, but contains some errors.	(1) The proposal uses highly technical language that makes it difficult for a multi-disciplinary audience to understand. It is incomplete, has information missing, or exceeds the page limit.	(0) The proposal has significant information missing.