SCORING RUBRIC for ALL GAC PROPSOALS			
Attribute	**Minimal** **0-3 points**	**Proficient** **4-6 points**	**Optimal** **7-9 points**
ABSTRACT	• Missing purpose statement and/or needs statement • Too brief to determine overall purpose of proposed event	• Provides adequate detail to discern purpose of proposed event • Provides a needs statement or identifies a problem to be addressed • Exceeds 200 word limit	• Clear and concise– purpose/overall intent or proposed event specified • Provides a need or problem statement • The purpose of the proposal is directly linked or addresses the identified problem or need • Does not exceed 200 word limit
EVENT GOALS/ OBJECTIVES	• Missing , or • Too general—cannot be measurable in version provided • Difficult to determine how goals and objectives are related to the overall purpose of the event	• Some, but not all objectives are measurable • Objectives clearly support purpose of event • Evaluation tool designed to measure event objectives not included in grant application	• All objectives are measureable • Objectives support intended purpose of event • Evaluation tool designed to measure stated objectives is included as an attachment
ALIGNMENT TO COLLEGE'S STRATEGIC DIRECTIONS	• Missing or • Just lists the strategic direction statement	• Lists the strategic directive supported by proposed event's activities • Some detail provided regarding how event activities support strategic directives but the reviewer must infer this component	• Lists the strategic directive(s) supported by proposed event's activity(ies) • Provides a thorough explanation of how proposed activities support all of the college's strategic directions listed in the grant proposal

SCORING RUBRIC for ALL GAC PROPSOALS			
Attribute	**Minimal** **0-3 points**	**Proficient** **4-6 points**	**Optimal** **7-9 points**
DESCRIPTION OF ACTIVITIES	• Missing or provides limited detail regarding the who, what, where, when of proposed activities • Unclear how activities support strategic mission and stated goals/ objectives • Timelines for proposed activities vague or missing	• Clearly describes proposed activities in terms who, what , where, and when • Activities support strategic directives and stated goals/ objectives • General timelines (e.g. Spring se-mester) of proposed activities pro-vided	• Clearly describes proposed activities in terms who, what , where, and when • Activities support strategic directives and stated goals/objectives • Specific, concrete, (tentative dates) timelines of proposed activities provid-ed, feasible, well-sequenced
DESCRIPTION OF INTENDED AUDIENCE	• Missing or too general • Difficult to identify specific sub-groups of BSC community that this event is intended for	• Subset of BSC community identified • Fails to identify intended # of antici-pated participants • Marketing efforts are either not stated or provided in general terms	• Subset of BSC community identified • Identifies expected number of participants • Identifies outreach or marketing efforts that advertise proposed event(s) to SUNY Buffalo State community
LINE-ITEM BUDGET	• Missing or • Provides little or no description of costs/expenditures • Additional funding sources not identified • Budget items list refreshment as a fundable item	• Provides a vague or brief description of costs; details for requested funding are limited; just list generic item and overall costs • Additional funding sources are listed • Refreshments are not included in budget	• Detailed budget provided • Specific information on sources/ vendors and all costs are included • Supporting documentation, if available, is attached as needed for illustration purposes • Additional funding sources identified • Clear connection how proposed budget items support proposed activities

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FORMAT	• Stated format not adhered to • Missing 2 or more required components • Not doubled spaced	• Proposal incorporates all required grant application components • Double spaced	• All grant elements/components included and highlighted (e.g. Heading of each component clearly identifies the intended component being described • Double-spaced
ADDITIONAL POINTS	A. _____ Proposal reflects a new program or event B. _____ Additional funding sources secured C. _____ Outreach of proposed events are offered to distant learning SUNY Buffalo State community		
	Not Funded **0 - 23**	**Partial Funding** **24—45**	**Partial to Full Funding** **46—65**