

Scoring Sheet for Specialized Travel

Semester/Term _____

Application number _____

Reader Number _____

1. Completeness of Application

A. All parts of the application are present

0 1 2 3 4 5

B. Benefit to the applicant is explained

0 1 2 3 4 5 6 7 8 9 10

Total _____

(15 points possible)

2. Clarity of the Proposal Description

A. Generally activity is introduced, given adequate background and put into context of field

0 1 2 3 4 5 6 7 8 9 10

B. Proposal descriptions avoids misspelling and poor grammar

0 1 2 3 4 5

C. Proposal avoids excessive jargon. Technical terms are defined.

0 1 2 3 4 5

D. Overall quality of application

0 1 2 3 4 5

Total _____

(25 points possible)

3. Clarity of Budget

A. Budget is organized and easy to follow and well researched

0 1 2 3 4 5 6 7

B. Items to be funded are indicated

0 1 2 3

Total _____

(10 points possible)

Final Score: _____

(50 points possible)

Comments: Please make comments on each section. This feedback may help applicants in improving their future applications.

Completeness:

Clarity of proposal:

Budget:
