

# Diversity, Equity, & Inclusion Mini Grants Application Rubric

Name:

Mini-Grant Title:

Date:

Mini-Grant Type: Community or Engagement

Criteria	Excellent (5)	Satisfactory (3)	Fair (1)	Does not meet criteria
Clarity of Proposal	Purpose and goal(s) of mini grant project are comprehensively articulated and well-defined; plan for accomplishing goals are clear and appropriate for the mini grant and rationale is well-stated.	Purpose and goal(s) are adequately or fairly-well defined with overall clarity; plan for accomplishing goals is stated adequately, but without much specificity; rationale for the grant is adequate but lacks specific details.	Purpose and goal(s) of the mini grant are poorly defined (or not defined); it is unclear what the goals are; plan is vague and/or does not align with IDEI focus areas.	Did not fall within DEI Mini-grant guidelines. Not easy to follow. Ideas are too vague.
Relevance to Goals of the IDEI Five Focus Areas	Seeks to foster a climate of inclusion within the campus community, working to enrich an understanding and respect for each of its members. Designed to encourage aspects of personal development and growth within this inclusive environment, helping individuals to achieve their potential through diverse relations within the community. Clearly addresses the DEI focus areas.	Fosters a climate of inclusion within the campus community. Has the potential to encourage aspects of personal development and growth. Provides adequate information related to the DEI focus areas.	Somewhat related to the IDE mission, however, may only address one aspect of diversity. Does not give any information regarding the DEI focus areas.	Does not relate to two or more of the IDEI five focus areas.
Innovative	Proposed mini grant reflects research, the process of creative thinking, and seeks to advance diversity in ways that do not currently exist on campus.	Mini grant idea reflects an understanding for research, and the process of creative thinking, but the approach may not sufficiently target the Focus Areas.	Mini grant idea reflects some attempt at research, and creativity, but approach is not clearly defined.	Mini grant idea lacks research, demonstrates little creative thinking; the approach does not relate to two or more of the IDEI five focus areas.

Potential for Ongoing Impact	Mini grant has clear potential for implementation. Mini grant explains the project's impact on the College community, how it ties into IDEI focus areas and how the benefits of the initiative could continue beyond the funding period. Is self-supporting or identifies potential sources of support going forward.	Mini grant has potential for ongoing impact. Proposal, however, does not go into details of explaining the project's impact on the College community, and/or how it ties IDEI focus areas and/or how the benefits of the mini grant could continue beyond the funding period.	Mini grant has potential for ongoing impact, but implementation plans may need to be adjusted.	No potential for ongoing impact.
Capacity to Engage a Broad-based Audience  (For Engagement Mini-grant applications only)	Mini grant is designed to reach, a specific targeted audience and/or is applicable to the entire college community and may also include the larger community.	Mini grant seems to reach a specific targeted audience and/or is applicable to the entire college community, and most can benefit from the project.	Mini grant seems to reach a fair amount of groups/individuals on campus.	Mini grant not applicable for selected groups/individuals.
Outcomes & Evaluation	Outcomes are clearly and thoroughly delineated, with assessment measures specifically described, including the documentation of successful mini grant completion.	Outcomes are somewhat clear or clear; assessment measures for outcomes are somewhat vague or only generally described; documentation of successful mini grant completion is described in very general terms.	Outcomes are poorly articulated or absent; assessment measures are poorly defined or absent; documentation of successful mini grant completion is unclear or absent.	The evaluation design is not tangible, not realistic or not included.
Fund Request	Fund request is reasonable and follows the budget guidelines for diversity mini grants. Resources have been identified and fund designated to maximize project activities.	The fund request is reasonable and follows diversity mini grant fund guidelines. It demonstrates an effort to identify resources and maximize funds.	The fund request is somewhat reasonable, yet certain adjustments need to be made to meet diversity mini grant fund guidelines.	Fund is not reasonable and/or proposers have not followed DEI mini grants guidelines.

**Comments:**

**Sign by:**  
**Date:**