

**CSB/SJU Undergraduate Research Program
Summer Collaborative Grant Proposal Rubric
Updated October 2021 by URFAC**

Quality of Student Role (25%): Describe the specific types of tasks the student will accomplish.

0- not existent, no answer

1. Evidence that the student will influence the direction of the project
2. Evidence that the student will have some independence
3. Tasks are ***not*** mundane or secretarial
4. A plan for developing discipline-specific skills
5. **ADDITIONAL INTERDISCIPLINARY GRANT CRITERIA:** Students will primarily have separate and distinct tasks with some tasks that may be collaborative or shared.

0 points	1 point	2 points	3 points	4 Exceptional
None of the above	1 of the above	2 of the above	3 of the above	4-5 of the above

What are the specific benefits to the student? (Please do NOT include the student's name.) (25%) Consider: What are the knowledge and skills you expect the student to develop through this collaboration?

1. Either higher-level skills or progression/growth of more basic skills to scaffold future higher-level skills
2. A plan for student growth / development
3. Evidence of knowledge the student will gain through the experience
4. A plan for how the student will disseminate the findings, and how that will contribute to their development
5. **ADDITIONAL INTERDISCIPLINARY GRANT CRITERIA:** How will the mentors demonstrate the importance of interdisciplinary work such that the students can articulate the importance of interdisciplinary collaboration.

0 points	1 point	2 points	3 points
None of the above	One of the above	2-3 of the above	All of the above

How will you mentor the student with whom you are working? (25%) Consider: (a) frequency, content, and platform of the meetings, and (b) mentorship goals.

1. Mentorship Goals: The goals help to develop problem-solving and higher level skills in the student
2. Frequency: Frequency is clearly articulated in a task-based or time-based manner. The frequency is often enough to provide a solid mentorship experience for the student. (This would likely be at least 1-2x per week, or more depending on the discipline. However, this may vary depending on the project.)
3. Platform: Meetings should be face-to-face (either in-person or online)
4. Content: Provides a purpose for, or plan of what will be discussed in the meetings, and how that aligns with mentorship goals
5. Content: Meetings promote student autonomy and provide collaborative support
6. Content: Mentorship plan recognizes the need to be flexible and accommodating to student needs, acknowledging position/identity of your particular student collaborator
7. Content: Discusses exposing the student to DEI issues in the particular field/discipline (applies to all applicants)
8. **ADDITIONAL INTERDISCIPLINARY GRANT CRITERIA:** Discusses how mentors will mentor both students independently and collaboratively. Describes how the mentors model interdisciplinary collaboration for the students.

0 points	1 point	2 points	3 points
Meets 0-2 of the above criteria	Meets 3-4 of the above criteria	Meets 5-6 of the above criteria	Meets all of the above criteria

What is your goal/question? (10%) Please list your research question/ project purpose / goal. This might include specific research questions, hypotheses, or primary outcomes.

1. Has a question / purpose / goal
2. Has evidence of a plan or vision for answering the research question
3. ADDITIONAL INTERDISCIPLINARY GRANT CRITERIA: Provides reasoning of importance of this project being interdisciplinary?
4. ADDITIONAL DEI GRANT CRITERIA: How does the project address issues or explore topics of DEI?

0 points	1 point	2 points
Inappropriate or misaligning response	Incomplete response to prompt (missing one or more pieces).	Contains all pieces listed above

Project Timeline (10%) Please describe a clear, reasonable timeline for the summer. Note that the student will need to complete 400 hours worth of summer work and that students may not log more than 40 hours per week.

1. 400 hours of work are clearly identified and/or broken down
2. There is a progression of the project throughout the summer
3. The timeline is detailed, reasonable, and is compatible with 400 hours of work
4. Specific tasks over time are described

(If applicable: If IRB is required, please indicate a reasonable plan for obtaining IRB approval. If IRB is required but not addressed in proposal, -1 point)

0 points	1 point	2 points	3 points
None of the above	1 of the above	2-3 of the above	all of the above

What are the benefits to the faculty member? (5%) Consider: What potential products will result from this collaboration? What skills do you plan to develop? How will this further your professional development as a teacher and/or researcher?

1. Clearly articulates an area for professional growth
2. Acknowledges the role of the student in benefiting the faculty member
3. States specific end goals that will result from this collaboration (e.g., dissemination plan, usage in a class)
4. Commitment to learning more about DEI issues in research

0 points	1 point	2 points	3 points
Meets 0 of the above criteria	Meets 1 of the above criteria	Meets 2-3 of the above criteria	Meets 4 of the above criteria