

FY18 STARNET Project Proposal Review Rubric

Proposal Name: _____
 Proposal Number: _____
 Reviewer Number: _____

1. Experience and Qualifications (30 points)					
Indicator	Not in place, not addressed, or inadequate to meet project outcomes	Weak or unclear, not enough evidence to determine whether the applicant has the ability to meet project outcomes	Average, there is evidence that the applicant may have the ability to meet project outcomes	Strong, applicant will be able to meet project outcomes	Exemplary, applicant will meet project outcomes and exceeds expectations
	(2)	(4)	(6)	(8)	(10)
The proposal describes prior experience in providing training and TA. It provides information that demonstrates the applicant’s experience and knowledge of Illinois early childhood and ECSE systems.					
The proposal provides the following information for <i>each</i> position to be employed using grant funds: position to be filled, list of project responsibilities assigned to each position, required qualifications for each position, and FTE.					
The proposal describes how consultants will be identified, utilized, and evaluated. It includes how trainings will be assigned to each staff member and how PD needs will be determined.					

Section Total Points _____

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<i>2. Quality of Proposed Program (40 points)</i>					
Indicator	Not in place, not addressed, or inadequate to meet project outcomes	Weak or unclear, not enough evidence to determine whether the applicant has the ability to meet project outcomes	Average, there is evidence that the applicant may have the ability to meet project outcomes	Strong, applicant will be able to meet project outcomes	Exemplary, applicant will meet project outcomes and exceeds expectations
	(1)	(2)	(3)	(4)	(5)
The proposal describes the proposed training and TA to early childhood professionals and includes how training and TA will be tailored to the unique needs of the regional ECSE community. The proposal describes how the project will assist school districts in improvement activities specific to Indicators 6, 7, and 12 of the ISBE Part B State Performance plan and how opportunities for reflection, feedback, and integration of skills will be embedded into PD and TA.					
The proposal describes how the early childhood focus group will be established and the roles and responsibilities it will take in planning and implementing the training and TA program. It includes a description of the proposed process for using the information gathered at the focus group in determining training and TA needs in the identified region(s).					

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<p>The proposal describes how training and TA will be aligned with standards and the adult learning theory. It also describes the credentialing system for participants, including how compliance with the ISBE Professional Educator Licensure requirements will be maintained.</p>					
<p>The proposal describes where the regional center for training will be located, how the lending library will be developed and updated, and the process for professionals to access the lending library. The proposal also describes all methods of training and TA to be utilized such as study groups, regional library, professional grants, and various uses of technology.</p>					
<p>The proposal describes the function of the website, what information will be provided on the website, and the online registration process to be used, if applicable.</p>					
<p>The proposal describes the process of distributing educator fellowship reimbursement funds, including the amount of the budget that will be dedicated to this fund, the application process, parameters for using the funds, and how the funds will be advertised.</p>					
<p>The proposal describes project activities regarding families of children with disabilities, including family involvement in planning implementation and evaluation of the project activities. It also describes how the family lending library will be developed and updated as well as the process for distributing family fellowship reimbursement funds.</p>					
<p>The proposal describes how regular and ongoing communication will be maintained with ISBE Early Childhood Division, how training and TA activities will be coordinated across the region and state with other training and TA entities, and how a collaborative professional learning calendar will be created.</p>					

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<i>3. Evaluation (20 points)</i>					
Indicator	Not in place, not addressed, or inadequate to meet project outcomes	Weak or unclear, not enough evidence to determine whether the applicant has the ability to meet project outcomes	Average, there is evidence that the applicant may have the ability to meet project outcomes	Strong, applicant will be able to meet project outcomes	Exemplary, applicant will meet project outcomes and exceeds expectations
	(4)	(8)	(12)	(16)	(20)
The proposal describes the development/maintenance of an evaluation database and plans to participate in the evaluation of the project. It also includes how data will be maintained at the regional project and the process for submitting an annual report. The proposal describes how ongoing evaluation of trainings will be completed and how the information will be used towards project improvement.					

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4. Budget (10 points)					
Indicator	Not in place, not addressed, or inadequate to meet project outcomes	Weak or unclear, not enough evidence to determine whether the applicant has the ability to meet project outcomes	Average, there is evidence that the applicant may have the ability to meet project outcomes	Strong, applicant will be able to meet project outcomes	Exemplary, applicant will meet project outcomes and exceeds expectations
	(1)	(2)	(3)	(4)	(5)
The proposal budget information explains each item completely and gives calculations to support the amount requested. All expenditures are consistent for the scope and purpose of the project.					
The proposal budget costs detailed are reasonable for the projected outcomes, and the quality of the activities and services proposed.					

Section Total Points _____

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Section	Possible Points	Reviewer Points
Experience and Qualifications	30	
Quality of Proposed Program	40	
Evaluation	20	
Budget	10	
TOTAL	100	

Section Total Points _____