QSM PROPOSAL COMPONENTS & SCORING RUBRIC

Scoring Breakdown

I.	Project Overview	9 points
II.	Rationale	6 points
III.	Project Description	23 points
IV.	Evaluation	9 points
V.	Budget	8 points
VI.	Overall Criteria	5 points
	Total Points	**60 points**

I. Project Overview (9 points)

This section should be an overview of your project proposal that includes subject standards addressed, activities, evaluation methods, and a brief project summary. The overview should align to all other sections of the proposal.

What is the approximate number of students that will be directly impacted by your project?	Not scored
Which grade band levels will your project impact? □PK-3 □4-8 □9-12	Not scored
Which subject does your project fall under? □Mathematics □Science □STEM	Not scored
What class(es) will your project impact?	Not scored

Standards Sources (1 point)

Identify source of the standards. Louisiana Student Standards should be given priority over national standards. National standards can be used if Louisiana State Standards are not available (e.g., upper-level subjects). If other is selected, identify the source of the standards.

□Louisiana Student Standards for Mathematics   □Louisiana Student Standards for Science
□Louisiana's Birth to Five Early Learning Development Standards   □Computer Science Teaching Association Standards □Standards for Technological and Engineering Literacy
□International Society for Technology in Education   □Advanced Placement
□Common Core Standards for Mathematics   □Other

A. Source(s) of Standard Identified	**1 point:** source(s) of standards identified **0 points:** source(s) of standards not identified

Standards Outline (6 points)

Provide the requested information in the fields below for each standard.

Standard 1
1a. Provide a standard (by code and text) addressed by this project.
1b. List students' actions associated with the standard entered in 1a.
1c. List evaluation methods associated with the standard entered in 1a.
Standard 2
•••
Standard 3 (optional)
•••

A. Standards Listed	**2 points:** standards listed by code and text **1 point:** standards listed by code or by text; only one standard listed **0 points:** standards not listed
B. Student Actions List	**2 points:** actions listed align to standards **1 point:** actions listed somewhat align to standards **0 points:** actions listed do not align to any part of the standards; no actions listed
C. Evaluation Method(s) Listed	**2 points:** evaluation method(s) listed for each standard **1 point:** evaluation method(s) listed for majority of standards (>50%) **0 points:** evaluation method not listed for any standards

Project Summary (2 points)

Provide a brief summary of the project that addresses the items being requested and how this project will increase students' content knowledge, skills, and/or practices of the listed standards. (50-120 words)

A. Provides a clear and concise summary of the project	**2 points:** provides a clear and concise summary of the project **1 point:** provides a somewhat clear and concise summary of the project **0 points:** does not provide a clear and concise summary of the project

II. Rationale (6 points)

This section should explain why you are proposing this particular project and why it is important.

State the primary motivating factor in proposing this project for the students (e.g., students' weakness, new curriculum, innovative project, challenges as a result of demographics, etc.). Primary motivation can also include the following needs related to students achieving the stated standards: safety equipment/cabinets, replace aging equipment, additional equipment for smaller group work. Include evidence supporting the motivating factor (e.g., student data, past experience, observation, education literature citations, etc.). (150-250 words)

A. Motivating factor is clear and concise	**3 points:** clear and concise project motivation presented **2 points:** somewhat clear project motivation presented **1 point:** vague project motivation presented **0 points:** no project motivation presented
B. Motivating factor evidence is presented	**3 points:** ample evidence provided to support motivating factor **2 points:** some evidence provided to support motivating factor **1 point:** weak evidence provided to support motivating factor **0 points:** no evidence provided to support motivating factor

III. Project Description (23 points)

This section should be a detailed description of your instructional plan that addresses identified standards with requested budget items.

Timeline (5 points)
Provide a timeline of project implementation.

A. Time frame is reasonable and within grant requirements	**2 points:** time frame reasonable AND within grant guidelines **1 point:** unreasonable timeframe for completion or outside of grant requirements **0 points:** timeline not provided
B. Aligns to project	**3 points:** fully aligns to project **2 points:** mostly aligns to project **1 point:** somewhat aligns to project **0 points:** does not align to project or timeline not provided

Description (18 points)
Describe the project's instructional plan and classroom activities that will be used to improve content knowledge, skills and/or practices of your students. The items requested in your budget should be included here. (350-600 words)

A. Instructional plan and activities are well described, providing a clear vision of the project	**4 points:** detailed description provided; reader can envision what teacher and students will be doing throughout ENTIRE project **3 points:** detailed description provided; reader can envision what teacher and students will be doing MOST OF THE TIME throughout project **2 points:** description provided; reader can envision what teacher and students will be doing SOME of the time throughout project **1 point:** VAGUE, generalized description given; reader has difficulty envisioning what teacher and students will be doing throughout project **0 points:** no description provided
B. Plan includes evidence that project adequately aligns with selected standard(s)	**2 points:** clearly shows alignment to all selected standards **1 point:** somewhat shows alignment to selected standards **0 points:** not aligned to any of the selected standards
C. Description shows evidence of how items requested will be used to increase students' knowledge, skills, and/or practices	**3 points:** adequately describes how items will be used increase students' knowledge, skills, and/or practices **2 points:** mostly describes how items will be used increase students' knowledge, skills, and/or practices **1 point:** vaguely describes how items will be used increase students' knowledge, skills, and/or practices **0 points:** does not describe how items will be used increase students' knowledge, skills, and/or practices
D. Project description shows evidence of subject and grade level appropriateness	**2 points:** evidence of subject and grade level appropriateness **1 point:** evidence of either subject or grade level appropriateness **0 points:** no evidence of subject or grade level appropriateness
E. All major budgetary items are included in the description narrative	**2 points:** all major budgetary items included **1 point:** some major budgetary items included **0 points:** no major budgetary items included
F. Student use of requested budgetary items well described	**4 points:** student use of budgetary items clearly described in narrative **3 points:** student use of budgetary items mostly described in narrative **2 points:** student use of budgetary items somewhat described in narrative **1 point:** student use of budgetary items poorly described in the narrative **0 points:** student use not described
G. Quantity of budget items requested is reasonable for implementation of the project	**1 point:** quantity of equipment requested is sufficient and reasonable **0 points:** quantity of equipment requested is insufficient and/or unreasonable

IV. Evaluation (9 points)

This section should describe how you will determine the success of your project in relation to the standards, student actions, and evaluation methods identified in the Project Overview.

List and describe the evaluation method(s) that will be used to determine student growth during the implementation of your project. (150-300 words) (4 points)

A. Presents assessment tools used to identify students' baseline skill(s), content knowledge, and/or practice(s) prior to implementing the proposed project in classroom.	**2 points:** baseline assessment tools clearly described **1 point:** baseline assessment tools vague **0 points:** baseline assessment tools not provided
B. Assessment tools used during and after project implementation are described	**2 points:** all assessment tools are described and align with proposal overview **1 point:** some assessment tools are described and align with proposal overview **0 points:** no assessments described

Identify the target outcome(s) for student success. Indicate and describe the criteria for determining success at achieving the target outcome(s). (50-150 words) (5 points)

A. Target outcome included	**2 points:** target outcome clear; identified quantitatively **1 point:** target outcome vague; not identified quantitatively **0 points:** does not include target outcome
B. Provides criteria for determining success	**3 points:** Criteria for determining success is fully described **2 points:** Criteria for determining success is mostly described **1 point:** Criteria for determining success is poorly described **0 points:** Criteria for determining success is not described

V. Budget (8 points)

Budget items includes equipment and materials that will be used for quality instruction to increase knowledge, skills, or practices in Math, Science, and STEM classes. The maximum award is $1,000 for PK-2 proposals, $1,500 for 3-5 proposals, and $2,000 for 6-12 proposals.

The budget should include all QSM eligible items and QSM ineligible items that need to be purchased to successfully implement your project. If your budget includes QSM ineligible items and/or the total of QSM eligible items exceeds the award limitations, an explanation of how these items will be funded is required.

Click "+ New Item" to add a new budget item. For each item, specify if it is QSM eligible or QSM ineligible and fill in the Item Name/Description, Quantity, and Cost/Item. For QSM eligible items, the Vendor Name and Vendor Link is required.

+ New Item

Item 1 Name/Description*

Quantity	Cost/Item	Total Cost

Vendor Name

Vendor Link

Shipping & Handling Cost for QSM Eligible Items

If needed, please provide the total estimated shipping & handling cost for QSM budget items below.

A. Budget items aligns to standards and student actions	**4 points:** all budget items align to Project Overview **3 points:** majority of budget items align to Project Overview **2 points:** some budget items align to Project Overview **1 point:** few budget items align to Project Overview **0 points:** no budget items align to Project Overview
B. Budget includes necessary items for successful implementation	**4 points:** budget includes all necessary items required for successful project implementation **3 points:** budget includes most necessary items required for successful project implementation **2 points:** budget includes some necessary items required for successful project implementation **1 point:** budget includes few necessary items required for successful project implementation **0 points:** budget does not include any necessary items required for successful project implementation
C. The total of *QSM Eligible Items* requested is within the budget limitations or an explanation of how overage will be funded is provided	No points associated with this criterion. Proposal may be disqualified if criterion is not met.

D. The *QSM Eligible Items* requested do not include restricted items. Restricted items include furniture, fixed assets, TV/utility carts, computer desks, subscriptions, tickets, more than 10% essential consumables, any non-essential consumables, and supply kits that are mostly consumables	No points associated with this criterion. Proposal may be disqualified or items-in-question may be removed if criterion is not met.
E. Explanation of how *QSM Ineligible Items* will be funded is provided (if necessary)	No points associated with this criterion. Proposal may be disqualified if criterion is not met.

VI. Overall Criteria (5 points)

Writing

A. Clear and concise writing	**2 points:** clear and concise throughout **1 point:** not clear, but concise throughout; Clear, but not concise throughout **0 points:** neither clear nor concise
B. Grammar, mechanics, and spelling	**3 points:** completely accurate or 1-2 minor errors **2 points:** multiple errors that do not hinder reading **1 point:** multiple errors that affect reading **0 points:** excessive errors that hinder the reader

Disqualifying Criteria

A. Proposal has all required components	No points associated with this criterion. If the proposal is missing or has incomplete responses, it will likely be disqualified. In a few cases, the proposal may be strong enough without complete components.
B. Proposal is not plagiarized.	No points associated with this criterion. If plagiarism is confirmed, then the proposal will be disqualified.
C. Proposal does not include any identifying information within the responses in the application and budget section. This includes any mention of names, schools, parishes, districts, or towns.	No points associated with this criterion. If the proposal includes identifying information within the application and budget sections, then it will be disqualified.
D. Proposal does not violate the State's policy regarding use of confidential student data or imply the knowledge of the content of an assessment beyond what has been provided by the governing agency.	No points associated with this criterion. If the proposal violates this policy, then it will be disqualified.