

# PRIME Grant Rubric

## **Question 1: Does the activity described fall under an approved category for the grant? Is the plan clear?**

- 0: Activity does not meet eligibility criteria
- 1: Activity meets criteria, but plan lacks clarity or detail
- 2: Activity meets criteria and is clearly defined and well-articulated

## **Question 2: Is there a clear connection between this activity and the applicant's professional growth and role?**

- 0: There is no clear connection
- 1: Weak or minimal connection
- 2: Clear connection, but lacks depth or specificity
- 3: Strong connection, well-explained
- 4: Strong, well-articulated connection, with clear application to current role and/or career trajectory

## **Question 3: To what extent will this activity lead to greater operational efficiencies within the applicants unit?**

- 0: No connection to operational efficiency
- 1: Minimal or vague connection
- 2: General connection, lacks specific examples
- 3: Clear connection with some examples of impact
- 4: Strong connection with specific, practical examples of improved processes, workflows, or outcomes.
- 5: Very strong connection with measurable or clearly defined efficiency gains (time savings, cost reduction, improved service, etc.)
- 6: Exceptional connection. Demonstrates Strategic impact with scalable, sustainable, or unit wide improvements

### Examples:

- Streamlining processes or reducing redundancies
- Improving turnaround time or service delivery
- Enhancing communication or cross-unit coordination
- Implementing tools, systems, or workflows that improve productivity
- Cost savings or better resource utilization

## **Question 4: Does the applicant explain how they will apply what they learn to create impact in their unit?**

- 0: No plan for applying learning
- 1: Vague or unrealistic plan
- 2: General plan with limited detail
- 3: Clear, actionable plan for applying learning
- 4: Strong, well defined plan with clear steps, timeline, or intended outcomes

## **Question 5: Is the resume/CV included and appropriately professional? (Consider: Does the resume/CV contain distracting errors? Is the formatting easy-to-read? Are needed categories missing?)**

- 0: Resume/CV not included
- 1: Resume/CV included, but lacks professionalism or clarity
- 2: Resume/CV included and professional, clear and relevant

## **Question 6: Is the proposed budget clear, reasonable, and aligned with the activity?**

- 0: Budget is missing or incomplete
- 1: Budget is included but lacks detail or has minor inconsistencies

2: Budget is clear, detailed, reasonable, and aligns with proposed activity and funding limits

### **Tie-Breakers Criteria:**

**Has this person agreed to submit a summary after the event?**

0: No

1: Yes

**Has this person ever received a PRIME grant?**

0: Yes, within the last 2 years

1: Received more than 2 years ago

2: No