

SCORING RUBRIC FOR NEAIR /AIR LEADERSHIP TEAM TRAVEL GRANT

	Outstanding 4	Good 3	Fair 2	Poor 1 or 0	Explanation for Score:
Rationale for AIR Conference attendance	Proposal provides specific details/ examples of how conference and new knowledge/ skills to be gained are relevant to NEAIR.	Proposal includes a good but general description of how NEAIR will benefit from their attendance.	Proposal includes a vague description of how NEAIR will benefit from their attendance.	Proposal does not provide evidence of how attending this conference will benefit NEAIR.	
What types of activities will the SC member participate in at AIR?	Proposal provides a specific plan of participation in the full array of activities and opportunities provided by the AIR conference.	Proposal describes plans to participate in some of AIR's conference activities and opportunities.	Proposal includes a vague description of participation in AIR's conference activities and opportunities	Proposal lacks a discussion of the applicant's level of participation at AIR.	
Benefit to NEAIR	Proposal provides clear, concrete, and thoughtful plan of how attendance at AIR will benefit or impact NEAIR's planning, leadership activities, or visibility.	Proposal includes a good but general description of how attendance at AIR will benefit or impact NEAIR's planning, leadership activities, or visibility.	Proposal includes a vague plan of how attendance at AIR will benefit or impact NEAIR's planning, leadership activities, or visibility.	Proposal does not provide a plan of how attendance at AIR will benefit or impact NEAIR's planning, leadership activities, or visibility.	
Funding	Proposal clearly defines expenses and why alternative funding is not available or not likely to be obtained.	Proposal includes a good but general description of need for funding and non-availability of alternate sources of funding.	Proposal includes a vague description of need for funding and non-availability of alternate sources of funding.	Proposal lacks clear argument for needing funding from NEAIR or has alternate funding available.	

Preference Criteria:

Has the applicant received any other NEAIR grant within the past 3 years?	Yes ⑥	No ⑥
Does the applicant have access to any funds from the employer?	Yes ⑥	No ⑥
Are there other conferences that applicant will attend this year? Please specify a conference other than the NEAIR Annual Conference.	Yes ⑥	No ⑥