**GIF Adjudication/Review Rubric**

**Eligibility Checklist**

* Masters or Graduate Student
* The project leads consist of two or more graduate students
* The project has a designated project lead/liaison
* The project has a designated treasurer
* The proposal is novel and does not already exist
* The project will benefit the McMaster Community and/or the city of Hamilton

**Proposal Details**

|  |  |  |  |
| --- | --- | --- | --- |
| **Component** | **Requirement** | **Yes** | **No** |
| Project Title | The project title is appropriate and descriptive. |  |  |
| Description of the project | The description of the project is well outlined, includes a detailed plan of the activities and methods for the venture. |  |  |
| Expected goals for the project | The team has outlined the expected goals based on similar initiatives from the literature and/or contains sufficient details for the review panel. |  |  |
| SMART/Measurable Milestones | The milestones are SMART (Specific, Measurable, Attainable, Relevant, Time-bound) , measurable and are broken down into semester milestones including a budget breakdown of activities. |  |  |
| Timeline | The timeline of the project is realistic and all activities for the project are listed in detail to describe significance and pertaining to the project milestones |  |  |
| Budget | The budget is detailed (up to $10,000), includes a budget breakdown into semesters. The budget must contain realistic figures and must demonstrate spending pertaining to planned activities ONLY which are justified. |  |  |

**Feedback**