COOPERATIVE
EDUCATION &
INTERNSHIP
ASSOCIATION
The leaders in work-integrated learning

Applicant(s): _____ **Reviewer:** _____

Is all required documentation included (circle one):   Yes   No
1. Clarity of the problem under study, purpose and objectives of the project
2. Appropriateness, detail, and clarity of project design and methodology
3. Qualifications and expertise of project supervisor(s)
4. Adequate and appropriate training for undergraduate student researchers
5. Plan for disseminating the results and clear itemized timelines
6. Adequacy of the budget

Rating Scale:
   4=Evidence of *exceptional* documentation of above components (*) are clearly indicated.
   3=Evidence of *strong* documentation of above components (*) are clearly indicated.
   2=Evidence of *reasonable* documentation of above components (*) are indicated.
   1=Evidence of *minimal* documentation of above components (*) are indicated.
   0=*No* evidence of documentation of above components (*) indicated.

Criterion	Score
Clarity of the problem under study, purpose and objectives of the project TITLE- The project title must represent objectives that have potential implications for practice beyond the grant holder's institution (for example: new assessment processes or methodologies, the development and testing of new survey tools that present as templates to be used across institutions, may be common for WIL students across diverse institutions) and hold reasonable expectations for actionable findings.	
Appropriateness, detail, and clarity of project design and methodology Does the study contribute to current trends in WIL? Is the Design of the project and the methodology proposed align? Is there enough detail to understand the HOW of how this project will be managed?	
Qualifications and expertise of project supervisor(s) Primary Researcher- Both non-academic program staff (grant to be held by the program, faculty or center director) and academic faculty who are willing to supervise the undergraduate student researchers. CV Included?	
Adequate and appropriate training for undergraduate student researchers Does the Research Project Meet Stated Criteria for undergraduate student researchers? Is the proposed research engaging for current students? Is there training time built into the budget and timeline?	
Plan for disseminating the results and clear itemized timelines Is the timetable for data collection, analysis, and summary of results outlined? Are dissemination plans outlined, including a presentation at the annual CEIA conference?	
Adequacy of the budget Is the budget itemized? Clearly stated cost items ? Does it meet the below criteria? • Student Wage - $2 above Minimum Wage **and** • 65% - 75% Budget for Student Wages	

Total Points: __ /24____   Average Score: _____